

**College of Education and Human Development
Council for Teacher Education
Minutes of Meeting - March 16, 2005**

The College of Education and Human Development Council for Teacher Education met on Wednesday, March 16, 2005, at 3:00 p.m. in Room 2020 of the Cate Teacher Education Center. The following members were present: Rhett Allain, Kay Daigle, Rebecca Day, Cynthia Elliott, Kin Finley-Stansbury, Jennifer Higgins, Shirley Jacob, Meg Marshall, Lisa Matherne, Gail McMillon, Terri Miller-Drufner, Christine Mithcell, Bill Neal, Brian O'Callaghan, Susan Sawyer, Edith Slaton, Andrea Laborde Turner and Cathy Tijerino.

1. Dr. Rebecca Day called the meeting to order at 3:00 p.m.
2. Introduction of Council Member:
Dr. Day introduced herself and the new secretary, Carolyn Hathorn, and then members introduced themselves and the academic area they represent.
3. Approval of Minutes:
Minutes of the meeting of October 20, 2004, were approved as submitted.
4. Dr. Day asked that the Minutes reflect the following:
The Department of Education and Leadership and Technology requested an e-mail vote on a proposal to change the degree requirements for the Master of Education in Administration/Supervision, November 11, 2004. The requested changes were approved by the CTE members.
5. Department of Teaching and Learning
Dr. Shirley Jacob presented the following changes:
 - A. Request for New Course: Mat 684. Student Teaching in Mild/Moderate Special Education.

Credit 6 hours. Prerequisites: See Requirements for Student Teaching section for the MAT degree program. All day, all semester student teaching experiences, including observation, participation, and a minimum of 180 actual clock hours of teaching (with a substantial portion of the 180 hours in a full teaching day) under the supervision of the assigned

cooperating school teacher. Students may not student teach outside the service region of Southeastern Louisiana University. Available on a pass/fail basis only.

- B. Request for New Course: MAT 688. Internship in Elementary Education (Grades 1-5).

Credit 3 hours. Prerequisites: See Requirements for Internship section for the MAT degree program. To be repeated for two consecutive semesters for a total of six hours. An internship designed to meet the requirements for the Master of Arts in Teaching degree program. Students will enroll in this course for both semesters of the internship year. Approval of the Director of Student Teaching is required. Available on a pass/fail basis only.

- C. Request for New Course: MAT 689. Student Teaching in Elementary Education (Grades 1-5).

Credit 6 hours. Prerequisites: See Requirements for Student Teaching section for the MAT degree program. All day, all semester student teaching experiences, including observation, participation, and a minimum of 180 actual clock hours of teaching (with a substantial portion of the 180 hours in a full teaching day) under the supervision of the assigned cooperating school teacher. Students may not student teach outside the service region of Southeastern Louisiana University. Available on a pass/fail basis only.

- D. Request for New Course: MAT 690. Internship in Mild/Moderate Special Education.

Credit 3 hours. Prerequisites: See Requirements for Internship section for the MAT degree program. To be repeated for two consecutive semesters for a total of six hours. An internship designed to meet the requirements for the Master of Arts in Teaching degree program. Students will enroll in the course for both semesters of the internship year. Approval of the Director of Student Teaching is required. Available on a pass/fail basis only.

Motion for Items A-D was made, seconded and passed.

- E. Request for Change in Existing Course/Catalog Entry: Change on curriculum sheet, EDUC 106 to ECE 106.

Motion for Item E was made, seconded and passed

- F. Request for Change in Existing Course/Catalog Entry: Clarification of focus areas for the Curriculum in Middle School Education Grades 4-8 Leading to the Degree of Bachelor of Science.

Motion for Item F was made, seconded and passed.

- G. Request for Change in Existing Course/Catalog Entry: Change in MAT requirements for admission. Add number 5.

Motion for Item G was made, seconded and passed.

- H. Request for Change in Existing Course/Catalog Entry: Separating the blended elementary and special education program in the MAT program to provide greater concentration for special education students.

CHANGE IN REQUIREMENTS TO RECEIVE THE MAT DEGREE:

1. Verify a minimum of three years of successful work experience in an area related to the initial degree or in the field of education.
2. Be recommended for the degree by the student's major professor and department head upon completion of all and department head upon completion of all requirements stated in the degree.
3. Satisfactorily complete 39 semester hours of graduate work for the concentration in elementary education

(Grades 1-5) or 39 semester hours of graduate work for the concentration in special education or 36 hours of graduate work for the concentration in secondary education.

Motion for Item H was made, seconded, and passed.

- I. Request for Change in Existing Course/Catalog Entry: Change in course requirements for the MAT program concentration in Mild/Moderate Special Education.

- J. Request for Change in Existing Course/Catalog Entry: Change in course requirements for the MAT program concentration in elementary education (Grades 1-5)

Motion for Item I and J was made, seconded, and passed.

- K. Request for Change in Existing Course/Catalog Entry: Addition to Course Description for ECE 427, available on a pass/fail basis only.

- L. Request for Change in Existing Course/Catalog Entry: In ECE 106, delete the word Practicum in the title and change the prefix from EDUC to ECE

Motion for Items K and L was made, second, and passed.

- M. Request for Change in Existing Course/Catalog Entry: Addition to Prerequisite for EDUC 211 of degree GPA

EDUC 211 Sophomore standing (30 hours), 2.5 cumulative or degree GPA.

Motion for Item M was made, second, and passed.

- N. Request for Change in Existing Course/Catalog Entry: Addition to Prerequisite for Educ 321 of EDUC 307

EDUC 321 Prerequisites EDUC 304, EPSY 301, EPSY 315, MATH 167, EDUC 307, approval of an Introductory Portfolio, and full SARTE status.

Motion for Item N was made, second, and passed.

- O. Request for Change in Existing Course/Catalog Entry: Addition to Prerequisite for Educ 415 of full SARTE status

Prerequisites: Full SARTE status, Education 321 and Music 291

Motion for Item O was made, seconded and passed.

- P. Request for Change in Existing Course/Catalog Entry: Change in Course Description for EDUC 425

EDUC 425. Elementary and Mild/Moderate Impairments Professional Semester. Credit 12 hours. Prerequisites: See Requirements for Student Teaching section in the catalogue. All-day, all-semester student teaching experiences including observation, participation and a minimum of 180 actual clock hours of teaching (with a substantial portion of the 180 hours in a full day teaching) under the supervision of the assigned cooperating school teacher. Students will teach one half semester in the regular classroom setting and one half semester in the mild/moderate classroom setting. Available on a pass/fail basis only

- Q. Request for Change in Existing Course/Catalog Entry:

Change in Course Description for EDUC 426.

EDUC 426. Elementary Professional Semester. Credit 12 hours. Prerequisites: See Requirements for Student Teaching section in the catalogue. All-day, all-semester student teaching experiences including observation, participation and a minimum of 180 actual clock hours of teaching (with a substantial portion of the 180 hours in a full day teaching) under the supervision of the assigned cooperating school teacher. Available on a pass/fail basis only.

Motion for Items P and Q was made, seconded and passed.

- R. Request for Change in Existing Course/Catalog Entry: Addition to course description for EDUC 427-available on a pass/fail basis only.

EDUC 427. Student Teaching in the Elementary School Credit 9 hours. Prerequisites: See Requirements for Student Teaching section in the catalogue. All-day, all-semester student teaching experiences including observation, participation and a minimum of 180 actual clock hours of teaching (with a substantial portion of the 180 hours in a full day teaching) under the supervision of the assigned cooperating school teacher. Available on a pass/fail basis only.

Motion for Item R was made, seconded, and passed.

- S. Request for Change in Existing Course/Catalog Entry: Change from the Office of Performance Assessment to the Office of Student Teaching and add available on a pass/fail bases only

EDUC 430. Practicum in Teaching. Credit 3 hours. Prerequisites: Louisiana Teaching Certificate for either elementary or secondary level; three years of successful teaching experience; approval of the Office of Student Teaching. Available at the secondary level for teachers previously certified on the elementary level and at the elementary level for teachers previously certified at the secondary level. A field-based experience-centered course designed to acquaint the teacher with concepts and objectives, introduction to methods and procedures, psychological principles, and identification and application of evaluation techniques appropriate to the teaching-learning process at the selected level. Available on a pass/fail basis only.

Motion for Item S was made, seconded and passed.

- T. Request for Change in Existing Course/Catalog Entry: Addition to course description- available on a pass/fail basis only for EDUC 450

EDUC 450. Elementary and Mild/Moderate Disabilities Professional Semester. Credit 9 hours. Prerequisites: See Requirements for Student

Teaching section in the catalogue. All-day, all-semester student teaching experiences, including observation, participation, and a minimum of 180 actual clock hours of teaching (with a substantial portion of the 180 hours in a full day of teaching) under the supervision of the assigned cooperating school teacher. Students will teach one-half semester in the mild/moderate classroom setting. Available on a pass/fail basis only.

- U. Request for Change in Existing Course/Catalog Entry: Addition to course description – available on a pass/fail basis only for EDUC 486

EDUC 486. Student Teaching in the Secondary Schools. Credit 9 hours. Prerequisites: See Requirements for Student Teaching section in this catalogue. All-day, all-semester student teaching experiences, including observation, participation, and a minimum of 180 actual clock hours of teaching (with a substantial portion of the 180 hours in full day teaching) under the supervision of the assigned cooperating school teacher. Available on a pass/fail basis only.

- V. Request for Change in Existing Course/Catalog Entry: Addition to Course description – available on a pass/fail basis only for EDUC 487

EDUC 487. Student Teaching in the Secondary Schools. Credit 12 hours. Prerequisites: See Requirements for Student Teaching section in this catalogue. All-day, all-semester student teaching experiences, including observation, participation, and a minimum of 180 actual clock hours of teaching (with a substantial portion of the 180 hours in full day teaching) under the supervision of the assigned cooperating school teacher. Available on a pass/fail basis only.

- W. Request for Change in Existing Course/Catalog Entry: Addition to course description – available on a pass/fail basis only for EDUC 653

EDUC 653. Student teaching in Early Intervention. Credit 9 hours. Prerequisites: See Requirements for Student Teaching section in this catalogue. Observation, participation, and student teaching in an early intervention setting. A minimum of twelve hours per week for the semester in the public or non-public schools/early childhood program plus any additional conference time that may be necessary. Available on a pass/fail basis only.

- X. Request for Change in Existing Course/Catalog Entry: Addition to course description - available on a pass/fail basis only for MAT 682 and correction of capitalization error.

MAT 682. Practicum in Elementary or Mild/Moderate Special Education. Credit 3 hours. Prerequisites: Full SARTE status and all previous MAT coursework. When MAT 683 requirements for an inclusive classroom setting cannot be met, this course will be required to assure that intern candidates have opportunities for working with students in both certification areas. A field-based course designed to provide teaching opportunities for working with students in a certification area not covered in the employment setting. Inters employed in a regular elementary classroom must take Practicum in mild/moderate special education, and teachers teaching in mild/moderate special education classrooms must take the practicum in elementary education. Available on a pass/fail basis only.

Motion for Items T-X was made, seconded, and passed.

6. Department of Educational Leadership and Technology:
Dr. Edith Slaton presented the following changes:

- A. Request for Change in existing Course/Catalog Entry: School Administration and Supervision. State mandated program re-design. Present Title: School Administration and Supervision. Proposed Title Educational Leadership. Changes in admission requirements for completion and curriculum requirements.

Motion for Item A was made, seconded, and passed.

- B. Request to Delete the following courses that are no longer appropriate. EDL 650, 651, 652, 653, 654, 655

Motion for Item B was made, seconded and passed.

- C. Request for New Course: EDL 600 Research Methods for Administrators I. Credit 2 hours. A course designed for school administrators to provide

an introduction to concepts and issues in research methodology. The primary focus of this course will be the acquisition and understanding of basic research terminology and techniques.

- D. Request for New Course: EDL 601 Research Methods for Administrators II. Credit 1 hour. Prerequisite: EDL 600. A course designed for school administrators that focuses on the collection and analysis of quantitative and qualitative data from primary and secondary sources. This course will provide candidates with the opportunity to collect and analyze data under faculty supervision.

- E. Request for New Course: EDL 660 Seminar I: Facilitating a High Quality Learning Community. Credit 2 hours. Prerequisites: Admission to Program and concurrent enrollment in EDL 600 and ETEC 616. The course will cover organizational theory. Principles of organizational development will be explored and special attention will be given to the development of shared visions and goals, and the strategic planning required to achieve them.

- F. Request for New Course: EDL 661 Seminar II: Organizational Management and Legal Issues. Credit 6 hours. Prerequisites: EDL 600, EDL 660, and ETEC 616. This course will cover the relationship among scheduling, resource allocation, shared decision-making and technology to facilitate building management for effective school leadership. Legal issues related to school management will also be explored.

- G. Request for New Course: EDL 662 Seminar III: Human Resources and School-Community Relations. Credit 6 hours. Prerequisite: EDL 661. The importance of developing effective interpersonal relationships with faculty, staff and community is the focus of the course, along with human resource management, including recruitment, selection, induction, and professional development. Effective communication with internal and external publics, as well as with the media, will be explored.

- H. Request for New Course: EDL 663 Seminar IV: School Leader as Instructional Facilitator. Credit 6 hours. Prerequisites: Seminars I, II, and III. The instructional program will be explored through an analysis and evaluation of curriculum, student assessment, and instruction. Emphasis will be placed upon the supervision of the teaching and learning process as it relates to continuous school improvement.

- I. Request for New Course: EDL 664. Seminar V: School Leader as Change Agent. Credit 6 Hours. Prerequisites: Seminars I, II, III, and IV. School improvement will be explored with particular emphasis placed on the importance of change, action research, data analysis, and risk-taking

- J. Request for New Course: EDL 665 Seminar VI: the Internship. Credit 6 hours. Prerequisites: Seminars I, II, III, IV, and V. The internship includes a variety of planned experiences in a diverse work environment and multiple settings that involve direct interaction and involvement with candidates, staff, parents, and community leaders over an extended period of time.

- K. Request for New Course: ETEC 616: Technology Studies for Administrators I- Credit 2 hours. Designed primarily for school administrators to provide an overview of microcomputer applications in school administrative environment. Emphasis is placed on working knowledge and hands-on experience with computers and computer applications. The students will review hardware, software, networking and telecommunications, computer security, legal issues and integration and support of educational technologies. Students will also work to establish an electronic portfolio of work. The course is designed for beginner level students.

- L. Request for New Course: ETEC 617: Technology Studies for Administrators II-Credit 1 hour. Prerequisite ETEC 616. Designed primarily for school administrators to provide guidance in the refinement of their electronic portfolios.

Motion was for Items C-L was made, seconded, and passed.

- 7. Announcements:
Next Meeting: April 20, 2005

Proposals Due: April 13, 2005

- 8. Meeting was adjourned at 3:40 p.m.