

Executive Committee Meeting
Ohio Association of Private Colleges of Teacher Education
October 22, 2008
OCTEO Conference

Minutes

Call to Order- Amy McClure (2:07 p.m.)
AIUCUO- Dustin Holfinger – No report at this time
ODE – No report at this time

Business Meeting

1. Approved executive Board Minutes from September '08 - Cheryl Irish
2. Treasurer's Report- Judy Wahrman
 - Roster of attendees at past meetings was sent around for the member's to check
 - Question brought up regarding the Executive Committee members to be reimbursed for mileage; after discussion, it was determined that there are 22 Executive Committee members to be reimbursed – per the Constitution.
 - President, President-Elect, Past-President, Treasurer, Secretary, and representatives from ESB, OACTE, Graduate Committee, OACTE Vice-President Elect, TQP, Government Relations, 4 Area Representatives (NW, NE, SW, and SE) and 2 At-Large Representatives.
3. Educator Standards Board- Bonnie Beach
 - The Master Teacher Program (for P12 teachers); IHEs might want to address some of the Master Teacher criteria in our Master's Programs (Bonnie handed out the criteria that the teachers must complete to be Master Teachers).
 - Teacher Leader Grant was discussed (OH is part of the pilot of the 4 courses for a Teacher Leader endorsement) (Tied to Career Lattice)
 - Coming later this month
 - Science Specialist Standards
 - Mutli-age American Sign Language Standards
 - Career Lattice Proposal
 - Community/Technical Colleges and Review Process
 1. Standards 1 – Candidate knowledge of subject matter, pedagogical knowledge and teaching skill

2. Standard 2 – Faculty qualifications, professional training, and experiences to prepare candidates
 3. Standard 3 – Institutional resources to support the program(s) educational purposes
- The ESB approved the EC generalist endorsement – it has moved forward and is now in the JCAR process.

4. Standing Committee Reports

- Government Liaison- Ann Shelly
 - 2 new chairs to be determined
 - Legislative agenda discussed
 1. Praxis III (HB 341) - dead
 2. Using Value Added – dead
 3. We want the senators and congressmen to realize that those in higher education are good resources
 4. Biennium budget year – we are looking budget cuts (funding for P12 is at risk)
 5. Day on the Square (Know who your senators and representatives are so that we can talk to them)
Ashelly@ashland.edu
- Teacher Quality Partnership- Martha Hendricks Lee
 - TQP is moving into the data analysis phase
 - Online surveys (both preservice and inservice) may be “resurrected” for a fee of \$2500; cleaning and analyzing the data would cost approximately \$35,000-70,000.
 - TQP presents data to the State in 2 forms: 1) a TQP report on the features of teacher education that lead to high value adding practice; 2) a report to ODE with data on best practices.
 - At an upcoming meeting with OBR (Barbara Danley and John Soloninka, Martha Hendricks-Lee, Sonja Simpson, and Tom Bordenkircher) the status of the data and discuss the future of data collection and analysis will be discussed.
 - A small Novice teacher study with Battelle for Kids has been proposed – presentation tomorrow 2:15.
Martha.Hendricks@uc.edu will send you the presentation if you cannot attend. It proposes a correlation of CLASS scores with value-added data.
- Graduate Committee- Kathy McVey
 - Discussed were the following:
 - advanced licensure (e.g., what constitutes?)
 - Title II Reporting for CORE Grant Recipients for Math, Sciences, Foreign Language, and Special Education (Completers in terms of Title II)
 - Field Hours at advanced level

- Questions related specifically to how Institutions are defining and incorporating the field work at the advanced level
- Most IHEs are comfortable with field experiences for the Principal licensure, but finding it difficult to get the required hours for reading at the advanced level
- One IHE does a Reading clinic
- Reliability and validity of instruments. Suggested that a time for sharing of instruments with regard to external validity be shared/reviewed.
- The issue of experience with English-Language Learners was discussed. The IHEs are not having an easy time of addressing the ELL issue in their programs.
- The members questioned whether the reading endorsement (not to be confused with the Reading Specialist license) is considered an advanced program –when offered at the undergraduate level.
- Master Teacher – implications for graduate programs
- Alternative pathways - implications for graduate programs

5. Old Business

- Reviewed the recommended revisions to OAPCTE Constitution
- The membership recommended acceptance of the proposed revisions (See attached new Constitution)

6. New Business

- Elections- nominations are needed for President-Elect and Secretary
- Resolution- that ODE continue the preservice and inservice TQP data collection and analysis (using “old” forms)
 - Motion passed to partner with SUED to continue the TQP data collection from the preservice and inservice surveys (private IHEs will partially fund the \$2500 that it costs to reactivate the website with the surveys); OAPCTE will go on record in support of the continuance of the TQP preservice and inservice surveys.
- Compile list of individuals at each institution responsible for Early Childhood 4-5 Endorsement program
- Study topics for 2008-09 year – No new topics were added
- NEW Journal at Mt. Vernon – Teaching with Compassion, Competence, Commitment
 THEME for the next journal: Teacher Education Accreditation within the Higher Education context
 Submit by 2/15/09

Special education Opportunity: Muskingum is offering to partner with private and small IHEs to develop recommendations for special education program (IS:M/M) redesign. These recommendations will need to address

how redesigned programs can prepare candidates to meet HQT requirements and to serve children with high incidence disabilities using evidence-based practices. Recommendations will be considered as a state model/s for special education licensure are developed.

ODE has asked Muskingum College to facilitate these planning opportunities as a private college that has received one of the Cohort II federal grants and as a member of the Ohio Consortium to Improve the Teaching of Students with Disabilities.

The planning group creates and offers “planning and support” seminars to provide institutions with opportunities and resources to develop special education program re-design recommendations.

COMMITTEE members who will participate on the Planning Committee from OAPCTE:

Barb Pazey – Lake Erie
Cheryl Irish – IWU OH
Bonnie Beach – OH Dominican
Carol Young - MVNU
Mark Jakowski - Malone

Develop web-based communication to facilitate the planning process.

Goals would include the development of common threads related to preparing highly qualified teachers in special education in OH. For that work \$1000 per participating IHE will be offered.

OCPEA – Ohio Council for Profession of Educational Administration???

November 5, at 2 p.m., the Council will meet with Eric Fingerhut and Barbara Danley to promote the importance and maintenance of licensure programs in educational administration in OH.

Tom Bordenkircher will present at the November '08 meeting an update of the changes made to Value Added in OH.

**The Ohio Association of Private Colleges for Teacher Education
Organizational Framework and Operational Guidelines
Constitution**

I. Name

The name of the organization is The Ohio Association of Private Colleges for Teacher Education. The acronym used to identify the organization is OAPCTE.

II. Membership

Membership is open to all non-tax-supported colleges and universities located in Ohio with teacher education programs approved by the Ohio State Board of Education.

Member institutions shall be represented by the designated head of teacher education and one (1) additional education faculty representatives selected by the institution.

III. Executive Committee

The governing body for the OAPCTE is the Executive Committee.

A. Regional Representatives

Eight members of the Executive Committee shall be elected by four regions of the State – identified by telephone area codes for terms two years in length. If any regional representative resigns, a new representative shall be elected at the next general membership meeting.

Area code 216/330/440	(Northeast)
Area code 419	(Northwest)
Area code 513/937	(Southwest)
Area code 614/740	(Southeast)

B. At Large Membership

Four members shall be elected at-large for two-year staggered terms at the spring general meeting. No more than one elected member shall come from one institution.

C. Officers

The following persons shall serve on the Executive Committee by virtue of the office they hold:

1. The President of OAPCTE shall be presiding officer of the Executive Committee.
2. The President-elect shall serve on the Executive Committee.
3. The Secretary shall serve on the Executive Committee.
4. The Treasurer shall serve on the Executive Committee.

D. Additional Members

1. The person from a private college or university serving as President or President-elect of the Ohio Association of Colleges for Teacher Education (OACTE) shall serve on the Executive Committee.
2. The Association of Independent Colleges and Universities of Ohio shall appoint a member to serve on the Executive Committee (AICUO).

E. Meetings

The Executive Committee shall meet a minimum of four times a year. Members of the Executive Committee who miss 3 consecutive scheduled meetings may be replaced by the Executive Committee to fill the remainder of the term.

Mileage expenses shall be paid to Executive Committee members at IRS rate.

Open Meeting Policy: Regularly scheduled meetings of the Executive Committee are open for member institutions to send participating non-voting observers.

F. Duties of the Executive Committee

The Executive Committee shall be the governing body for the OAPCTE. The Committee shall respond to the concerns expressed by member institutions. The Committee shall be alert to matters of teacher education at the state and national levels and shall take positions related to the best interest of private institutions. All member institutions are to be informed of positions taken by the Executive Committee.

Specific duties of the Executive Committee include the following:

1. Appoint members to fill vacancies of elected member of the executive committee, subject to election at the next general membership meeting.
2. Recommend the amount of dues to the membership at the annual spring general membership meeting.

IV. Officers

A. The officers of OAPCTE shall be the President-elect, the President, the Immediate Past-President, the Secretary, and the Treasurer.

1. The President-elect shall be elected at large in years divisible by two.
The President-elect shall serve two years as President-elect and shall assume the office of President of July 1 of the year following the election and serve as President for two years, then as Immediate Past-President for two years after the term as president is completed.
2. The Secretary shall be elected for two-year terms in odd numbered years. The Secretary shall be nominated by the Executive Committee and elected at the spring general meeting.
3. The Treasurer shall be elected for two-year terms in even numbered years. The Treasurer shall be nominated by the Executive Committee and elected at the spring general meeting.

B. Duties of the Officers

1. President-elect:
The President-elect shall serve on the Executive Committee and shall assist the President, as the President shall request. The President-elect shall chair meetings if the President and Immediate Past-President are absent.
2. President
The President shall chair general meetings and meetings of the Executive Committee. The President shall represent the OAPCTE with other organizations, the Ohio State Department

of Education, and other teacher education entities. The President shall provide leadership for the organization. The President will coordinate the appointment of members of commissions, task forces, etc., as requested by outside agencies such as the Ohio Department of Education, Governor's Office, etc.

3. Immediate Past-President:

The Immediate Past-President shall advise the President and assist the organization as requested. The Immediate Past-President shall chair meetings if the President is absent.

4. Secretary:

The Secretary shall keep an accurate record of all meetings and distribute minutes to all member institutions, members of the Executive Committee of OAPCTE, the President of OAPCTE, and AICUO. The Secretary shall receive and dispatch correspondence for the OAPCTE. The Secretary shall maintain all records for the organization (complete and current) for transfer to a successor.

5. Treasurer:

The Treasurer shall invoice member institutions, collect dues, monitor the funds of the OAPCTE, maintain financial records and pay obligations of the OAPCTE. The Treasurer shall provide an annual financial report to the membership at the Fall general meeting. The Treasurer shall arrange to have the books audited annually at the end of each fiscal year. The Treasurer shall maintain all records of the organization (complete and current) for transfer to a successor.

V. Duties of the Standing Committees

A. Program Planning Committee

A standing committee for program planning shall be appointed by the Executive Committee.

The Executive committee shall designate the chairperson of the committee.

Unused financial resources available after all conference obligations have been met shall be placed in the treasury of OAPCTE.

B. Graduate Studies Committee

A standing committee on graduate studies in education shall be appointed by the Executive Committee.

The Executive Committee shall designate the chairperson of the committee.

The committee on graduate studies shall report to the Executive Committee on matters of concern related to graduate studies in education in private institutions.

C. Governmental Liaison

A standing committee shall be appointed by the Executive Committee to work with the various governmental agencies relevant to teacher education in private colleges.

The AICUO liaison shall be a member of this committee.

The committee shall report to the Executive Committee on matters of concern to the private colleges and universities.

VI. Amending the Constitution

A. Suggested amendments to the Constitution may be initiated and recommended to the Executive Board by the general membership or a member of the Executive Board.

B. The suggested change will be considered by the Executive Board.

C. When brought to the general membership for a motion, discussion, and vote, the amendment must pass by a two-thirds vote of those present at the General Meeting of the OAPCTE.

Revised October 2008