

Prairie View A&M University

Whitlowe R. Green College of Education

Curriculum and Instruction Departmental Meeting Minutes

February 13, 2008

Wilhelmina Fitzgerald Delco Building, Room 305

Members Present:

Mr. Willie Adams

Dr. Martha Bailey

Dr. Clarissa Gamble-Booker

Dr. Douglas Butler

Dr. L. Irene Duke

Dr. Judith Hansen

Dr. Mary Hawkins

Dr. Darlington Ndubuike

Dr. Kaarin Perkins

Call to Order

The meeting was called to order at 1:15 by Dr. Butler.

Reading of Minutes

The minutes of the January 30, 2008 meeting were reviewed and the following revisions made:

RDNG 4673 is to be added to the 4-8 degree plan.

Dr. Booker requests the minutes reflect candidate dispositions have not been approved by the Department of Curriculum and Instruction or discussed and approved by the faculty of the Whitlowe R. Green College of Education. Being so, all candidates within the college should be made aware of the dispositions and given opportunity to provide feedback.

Dr. Booker requests the minutes reflect her request the Department and College receive the assistance of consultants in preparing for the NCATE visit.

Dr. Hawkins moved the minutes be approved with revisions; this was seconded by Dr. Hansen.

Committee Reports

Degree Plans Committee Report

Dr. Butler reported he is waiting to receive a return call from Dr. Susan Hexler with the Coordinating Board. Dr. Butler further indicated he has accessed the standards for B.A. and M.A. degree programs from the Coordinating Board's web page. The state has suggested B.A. degree program hours be limited to 120, while the M.S. degree is limited to 30 hours. It was noted the M. Ed. Degree programs are to be limited to 36 hours.

Dr. Butler emphasized while there is a need for further clarification from Dr. Hexler, he suggested the Degree Plan Committee draft a document listing the work done thus far.

Dr. Booker noted for the degree plans the professional education block should only include the CUIIN courses and student teaching.

Dr. Bailey congratulated Drs. Butler, Hansen, and Hawkins for collaborating with the Arts and Sciences faculty regarding the degree plans.

Student Orientation Committee Report

Mr. Adams made the report for the committee and informed the department the orientation has been postponed. The date will be rescheduled in March, the exact date forthcoming. Mr. Adams reported only one interest sheet was returned to him by Dr. Ndubuike. Mr. Adams stressed the need for input from all faculty and candidates.

Dr. Butler stated an agenda for the orientation is needed for departmental approval. Dr. Butler suggested Mr. Adams contact Dr. Johnson immediately following the departmental meeting, and request she e-mail to him copies of the program and agenda used in previous semesters so progress on the student orientation can be made.

Dr. Hansen suggests a laptop and projector be used in the orientation to show students the degree plans from the catalogue.

Unfinished Business

True Outcomes

Dr. Butler provided an update and timeline for NCATE and True Outcomes. Courses must be aligned with NCATE, State and SPA standards. Dr. Butler advised all faculty to be certain their course learning outcomes have been uploaded in True Outcomes as the timeline indicates this has been done.

Dr. Booker asked if there was faculty input in creating the True Outcomes timeline, and requested trained consultants be hired to assist the Department and College in realigning these standards.

Advising

Dr. Butler reminded faculty to use the catalogue and degree plans when advising candidates.

Dr. Booker recommended advisors, who are aware of the competencies required for the degree, be allowed to use this expertise in determining if degree plan substitutions are feasible.

Dr. Butler reminded faculty unofficial transcripts, completed degree plans, and all substitution forms are required for the graduation audit.

Dr. Perkins noted she has no access to SIS and this limits her ability to advise candidates. Dr. Butler noted he has limited access to SIS.

Pantherland Day

Dr. Booker reported she has created a master list indicating departmental volunteers for Pantherland Day. She will have the completed list available at the next departmental meeting.

Dr. Booker will recommend to the Dean upon his arrival, the College provide T-Shirts and other items for recruitment events.

Dr. Hansen shared the undergraduate and graduate flyers for Pantherland Day. Dr. Booker suggested Dr. Hansen send the secondary flyers to the Arts and Science faculty for their input and approval.

The Pantherland Day flyers were approved with corrections.

New Business

TExES

Dr. Butler suggested there is a need for the department to create practice exams and identify the appropriate point in the program for candidates to take the practice exam. He further suggested the department implement a policy which requires candidates to attend the TExES review session workshop if they do not pass the practice exam. Dr. Butler stressed the need for the practice exam to be given in a test taking environment.

Dr. Bailey recommends candidates are not told they can take the exam upon admittance to teacher education. Dr. Bailey shared that local school districts are recommending candidates take the content exam first and the PPR exam last.

Dr. Duke suggests the PPR practice exam be taken at the completion of the 3000 level CUIN courses, and the content area practice exam be taken at the completion of the 4000 level CUIN courses.

Faculty recommends a candidate take the TExES during the next administration when they score a minimum of 80% on the practice exams. If candidates score below 80% on practice exams, they must attend TExES review session workshops.

Dr. Booker strongly suggested the college hire a director and staff for TExES who will handle the practice and actual exam results. She further suggests access to practice tests be available to faculty for curriculum redesign and alignment with standards.

Faculty commended Dr. Butler for his work as acting Department Head, and for sharing information with the department.

Respectfully submitted,

Dr. Kaarin Perkins