

Minutes of the CEAC meeting
July 8, 2005
Room 304

Members present: Joanne Arhar, Gretchen Espinetti, Debbie Eli, Wendy Bedrosian, Russ Hurd, Mike Mikusa and Trish Koontz
Guest present: Charity Snyder

The CEAC met and discussed items 1-7 under *Announcements* on the REVISED AGENDA. Beginning Fall 2005 semester, there are new student teaching application deadlines: for fall candidates (including ADED majors), the deadline is the second Friday of the fall semester, for spring candidates, the deadline is the second Friday of the spring semester. Teacher candidates must still apply one year in advance (ADED majors 1 ½ years in advance). The COST and Naples, FL applications are on the Office of Clinical Experiences' website and can be completed on-line with a printed version submitted to 313 with the \$100 placement fee. Beginning Fall 2005, travel reimbursements for field experience and student teaching supervision and student teaching grades must be completed via KSU's on-line systems.

The *Field Experience Guidelines* were discussed and #3 (about professional conduct and appearance) was revised to align with the language used in the Collaboration Handbook. A tenth guideline was added to address drug and/or alcohol use. (see attachment)

Charity Snyder attended the meeting as a guest to discuss the DRAFT of an "Exception to Student Teaching Policy" form. The name of the form was changed to "Request for Exception to Eligibility for Student Teaching" (see attachment). In examining the form, the group realized that we need to firm up a written policy regarding completion of requirements for student teaching so a discussion ensued. See below for the policy we would like to propose to undergraduate council.

The crosswalk for the former Inquiry Series I-III to the new TAG Education Courses (to begin Fall 2005) was distributed. Joanne Arhar explained that a proposal for the new Ed Tech course will include a virtual field experience. Mary Tipton is coordinating this new initiative. For the Ed Psych course, a proposal will be made for a 15-hour field experience to begin in fall semester. Details are still being negotiated. For Education in a Democratic Society and Intro to Exceptionalities, there are no field experiences. However, program areas are encouraged to include special education "assignments" in their field experiences and special education faculty can be contacted as "consultants" to help in developing these assignments.

The following recommendations were made by the CEAC members:

1. Student Teaching Policy: All coursework, gpa and dispositional standards need to be successfully met as specified by program areas prior to the final student teaching semester. See faculty advisor and/or 306 advisors for clarification.

2. On the Student Teaching Information Card, for the Faculty Advisor signature line, explain what the signature actually means. (see attached copy)

The meeting concluded at 11:30 a.m. An additional meeting is scheduled for July 18, 2005, from 9 a.m.-noon (with lunch included) in Room 304 to discuss the following AGENDA items:

1. Collaboration in Teacher Education handbook revisions
2. Teacher work sample methodology
3. NCATE's diversity requirement
4. Student grades – S or IP or U?

Meeting times for AY2005-2006 will be scheduled at the July 18th meeting. If you cannot attend this meeting, please send a program representative.

Request for Exception to Eligibility for Student Teaching

DIRECTIONS:

Please complete the form below. The request must be signed by your faculty advisor and returned to 306 White Hall for final approval. Please be aware that graduation will only occur when all course and degree requirements have been met.

Name: _____ SS# _____ Date: _____

Address:

(Street) (City) (State) (Zip)

E-mail: _____ Phone: _____

Major/Minor/Concentration: _____

I request the following exception for eligibility to student teach: (Be specific, list course number, title, and when course(s) will be taken, etc.)

Reason for request:

Recommended by:

Faculty Advisor Date: _____

Associate Dean for Student Services Date: _____
College of Education, Health, and Human Services *revised*

For the Office of Student Services use only:

Action: APPROVED DISAPPROVED