

**NCATE Steering Committee Meeting
December 7, 2000
O'Donnell Hall, Room 103
11:30 a.m. to 1:30 p.m.**

Members Present: Dr. Eve Adams, Dr. Jeff Brown, Dr. Betsy Cahill, Dr. Rudolfo Chavez-Chavez, Dr. Thomas Dormody, Dr. Greg Fant, Dr. Anne Gallegos, Kathrine Graham, Dr. Gary Ivory, Dr. Stan Lopez, Dr. James O'Donnell, Marv Pershing, Dr. Robert Rhodes, Cynthia Risner-Schiller, Dr. Rick Scott, Margo Trevino, Dr. Harvey White, Dr. Karin Wiburg, Dr. Michael Morehead, Carmen Kottong

Members Absent: Ann Vail, Stephen Jeffries, Angela Mickle, Dr. Michael Waldo

I. NCATE Standard 2 Report – Dr. Gary Ivory/Marv Pershing

Dr. Ivory and Marv Pershing distributed a document explaining standard 2. The top portion shows where we are today and the bottom section discusses additional needs and reports. Future plans are to assess faculty, programs and candidates by establishing a system and show how the college plans to use it.

II. Standard 6 Report – Dr. Rick Scott

Dr. Scott distributed a document showing and explaining linear breakouts on specific elements. A suggestion to solicit a letter from the provost of NMSU was made to outline the college's leadership in teacher education.

III. Portfolio – Dr. Betsy Cahill

Dr. Cahill brought in a couple of student portfolios required by her students for the committee to review. It was suggested that all portfolios be standardized by program and that faculty be responsible for portfolio development. The possibility of having a practicing teacher review these portfolios was suggested. Other suggestions included having students continue portfolios in graduate courses, have portfolios on CD's and on the web.

IV. TEP Student Assessment Process – Dr. Michael Morehead

Dr. Morehead suggested that each program design some type of system to assess student's ongoing performance and include information of the selective review process.

V. Further Information on Website Development – Kathrine Graham

Kathrine gave the address for the NCATE site she has been working on thus far (<http://education.nmsu.edu/ncate>). She asked that all departments submit updated

information to her. She also asked that any idea, deletions, additions be submitted to her via e-mail. She will also need all faculty resumes after the first of the year to download on this site.

VI. Syllabi Correlation with Conceptual Framework – Dr. Michael Morehead

Dr. Morehead distributed a list of syllabi that were missing statements related to conceptual framework and assessment procedures. This list will also be given to department heads in the next Administrative Council meeting. These statements must be included in syllabi beginning Spring 2001.

VII. Review/Approve Conceptual Framework – Dr. Anne Gallegos

Dr. Anne Gallegos is still receiving feedback on the conceptual framework from committee members. She will have the corrections and changes for the next meeting.

VIII. Reorganizing steering Committee – Dr. Michael Morehead

Dr. Morehead suggested the possibility of reorganizing the NCATE Steering Committee but doesn't see the need at this time.

Meeting adjourned at 1:10 p.m.