The Council on Teacher Education met at 2:00 p.m. on Tuesday, November 11, 2014, in Room 2444 Buzzard Hall.

Members present: Dr. Barnhart, Dr. Cloward, Dr. Edmonds-Behrend, Dr. Havercroft, Dean Jackman, Dr. Larson, Dr. Lassak, Dr. Okrasinski, Dr. Ronspies, Dr. Swenson, Ms. Laurila, Mr. Reid, and Mr. Thompson

Staff present: Dr. Bower, Ms. Pickle, and Ms. Wilson

Guests present: Ms. Reed, Academic Advising

Two new student members were introduced. Kyle Thompson is representing Educational Leadership and Emily Laurila is representing Special Education.

I. Minutes
   The minutes from the October 14, 2014, meeting were approved.

II. Communications
   1. A request was received from Mary Herrington-Perry for a COTE representative to serve on the Enrollment Management Advisory Committee. Dr. Barnhart will serve during Fall 2014 and Dr. Ronspies will serve during Spring 2015.

III. Items to be Added to the Agenda
     None.

IV. Items to be Acted Upon
     None.

V. Continuing Professional Development Credit Form and Approval Process
   The COTE approval process for continuing professional development credit programs was established by consensus. Any workshop or conference offered through EIU where EIU is expected to sign-off as the approving agent for continuing professional development credit must be approved by COTE using this form (see Attachment A). When a form is submitted, it will come to COTE as a regular action item and will be voted on by the committee as a whole. This approval must be received before any advertising can be done for the workshop/conference.

VI. Executive Director's Report
   1. We will likely be meeting on December 9. A proposal from Counseling & Student Development has been sent to the Council on Graduate Studies. As soon as the proposal has been approved by CGS, it will come to COTE.
   2. The November 11 Open House had a great turnout.
   3. Charlotte Mecklenburg Public Schools from Charlotte, NC hosted an informational table in the Buzzard Hall Auditorium on November 11. They are actively recruiting Fall 2014 and Spring 2015 graduates for employment. They also shared information about their district for future employment opportunities with all students across all content areas that stopped by to speak with them.
   4. SPA reports are due in January for those areas who did not submit a report this Fall.
   5. The Educator Career Fair held last week went well. All school districts that attended were actively hiring. There was heavy interest from several out-of-state school districts.

VII. Informational Item
     Dr. Edmonds-Behrend reported on the November 11 ATAC meeting. They are trying to come up with ideas on how to expand our on-line offerings. Please send any ideas that you have about this to Dr. Edmonds-Behrend.
The meeting adjourned at 2:28 p.m.

Bonnie Wilson, Recorder

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ANNOUNCEMENT OF NEXT MEETING
Tuesday, December 9, 2014
Room 2444 Buzzard Hall, 2-3:30 p.m.

Agenda:
None at this time.
ATTACHMENT A
Continuing Professional Development Credit for Teachers
Request to Offer Through Eastern Illinois University

Name:

Address:

Email:

Affiliation/Agency/Group:

Event Requesting Approval:

Number of Professional Development Hours Requesting (Contact Hours)

Brief Description of Event (Draft Brochure of Event if available):

Outcome(s) for the Professional Development from approved ISBE list (Mark all that apply):
- increase the knowledge and skills of school and district leaders who guide continuous professional development;
- improve the learning of students;
- organize adults into learning communities whose goals are aligned with those of the school and district;
- deepen educator’s content knowledge;
- provide educators with research-based instructional strategies to assist students in meeting rigorous academic standards;
- prepare educators to appropriately use various types of classroom assessments;
- use learning strategies appropriate to the intended goals;
- provide educators with the knowledge and skills to collaborate;
- prepare educators to apply research to decision-making.

Type of Professional Development from approved ISBE list (Mark all that apply):
- Engage participants over a sustained period of time allowing for analysis, discovery, and application as they relate to student learning, social or emotional achievement, or well-being;
- Align to the licensee’s performance (evaluation);
- Include outcomes that relate to student growth or district improvement;
- Align to State-approved standards;

Rationale-Describe how this event aligns with the approved ISBE Outcomes and Type of Professional Development identified above (add pages if needed)

Requestor: ____________________________  ____________________________  ________________
Printed Name  Signature  Date

Date Approved by COTE: _______________________

This form must be completed and approved by the Council on Teacher Education prior to advertising that any event will be offering Continuing Professional Development Hours to educators through EIU. Completed forms should be returned to the Council on Teacher Education, c/o Dr. Doug Bower, 1420 Buzzard Hall.