

Minutes of the FACTE Committee Meeting
Tuesday, January 13, 2014
2:00-3:30 pm
Room 311

Attending: Leticia Alvarez, Jan Dole, Peggy McCandless, Cathy Nelson, Irene Yoon
Guests: Mary Burbank, Melissa Goldsmith, Lori McDonald, Rebecca Owen

1. **Fitness to Teach Policy:** Lori McDonald, Dean of Students, visited the FACTE Committee regarding the Fitness to Teach policy. Jan, Mary and other committee members gave Lori some background about the policy and explained why the FACTE Committee thought it was needed.
 - a. Lori asked if there was an appeals process for the policy. Mary responded that the appeals process should proceed just like the academic appeals process, 1) instructor, 2) chair, 3) college.
 - b. Lori described the new "Advocacy" system just put into place.
 - i. This system is for behavior violations.
 - ii. Probably would not be suitable for our purposes
 - iii. No open access to the Advocacy system.
 - iv. In order to access the system, someone in the college has to learn how to use the software. This will vary from college to college. If there is no one in the college who knows how to use the system, then the college cannot access the information.
 - v. The Elementary and Secondary Admissions Committee will not have access to this system, so it will not be usable.
 - vi. The Admissions Committee can go to Academic Affairs, and Academic Affairs can give the Admissions Committee information on students. Or, Admissions Committee can call Lori and she can give them the information on students.
 - vii. It was suggested that this is something the Admissions Committee needs to do anyway.
 - c. Lori agreed that our policy makes sense. She has not read the draft document explaining the policy. She will do so and get back to the FACTE Committee with further thoughts.

2. **UITE Data Base:** Rebecca Owen and Melissa Goldsmith joined the meeting to discuss the UITE data base they have created.
 - a. Mary explained to the FACTE Committee the multiple reports she and colleagues have had to file for the USOE, TEAC, upcoming CAEP, and so forth. These are drawn from the data base that has been created. A hand out with the list of reports was included in the presentation.
 - b. Melissa and Rebecca presented the College of Education database, based on data from 2009-2013. Some information goes back to 2005. These data include multiple indices related to test scores, admittance,

student teaching (if applicable). All students who are licensed within the College will eventually be placed in the data base—including elementary and secondary licensures special education, administration, and school and counseling psychology.

- c. Additional qualitative data are available for student evaluations of programs, student teaching and so forth.
- d. Mary and UITE have this information available and it can be used for research purposes.

3. NEXT STEPS:

- a. February FACTE Meeting will be spent evaluating clinical faculty, February 11, 2014.
- b. March 18 FACTE Meeting—Jan will invite the new Dean to our meeting so the FACTE Committee can inform her about what we are doing—purpose of FACTE, what has been done, what we would like to do next year, etc.
- c. April 8 FACTE Meeting—we will begin a discussion about the database and how it can be best utilized for research purposes.
- d. Summer—FACTE members talk to colleagues about database and inform them about possibilities
- e. 2014-2015 FACTE Committee—the year will be spent in part on the database and the Committee will work to look at study possibilities.

NEXT FACTE MEETING

TUESDAY, FEBRUARY 11, 2014
2:00-4:00 pm
Room 311