

## OACTE Board of Trustees

October 13, 2010 Meeting

Attendees: Sally Barnhart, Xavier; Linda Billman, Ashland; Joy Cowdery, Muskingum; Donna Hanby, Wright State; Charlotte Harris, Wright State; Martha Hendricks, Wilmington; Karen Herrington, Akron; Virginia Keil, Toledo; Paul Madden, Shawnee State; Renee Middleton, Ohio; Mif Obach, Mt. St. Joseph; Sandra Pech, Kent State; Becky Pissanos, Bowling Green State; Tena Roepke, Ohio Northern; Mike Smith, Lourdes; Ann Shelly, Ashland; Sandy Stroot, Ohio State; Carol Zeigler, Notre Dame College.

### Secretary's Report

Minutes from the September 17, 2010 Board of Trustee Meeting were distributed and read. Mif Obach made a motion to approve the minutes. Ann Shelly seconded the motion. The motion passed.

### Treasure's Report

Tena Roepke met with a certified public accountant who works with small, non-profit organizations. The accountant explained that OACTE does not need an audit, but an examination of annual financial statements using agreed upon procedures. He provided Tena with appropriate language for the By-laws. He anticipated that the review would take 4 to 6 hours at \$125 per hour or approximately \$500. Ann Shelly made a motion that Tena and Mike should arrange for the examination of the OACTE and OCTEO annual financial statements by the certified public accountant, whether or not the By-laws were approved. Renee Middleton seconded the motion. The motion passed.

Tena presented the OACTE annual financial report. The balance on hand as of July 1, 2009 was \$12,251.81. She explained the income and expenses and reported the balance on hand as of June 30, 2010, which was \$16,200.29. Tena presented the October 13 OACTE financial statement. Tena has received dues from approximately half of the member institution. She explained the income and expenses. The balance on hand is \$19,121.37

Tena presented the OCTEO annual financial report. The balance on hand as of July 1, 2009 was \$10,957.66. She explained the income and expenses and reported the balance on hand as of June 30, 2010, which was \$9,278.72. Tena presented the October 13 OCTEO financial statement. She explained that the pre-conference deposit and key-note speaker fees for this conference were paid, but approximately \$4,500 of conference expenses remained to be paid. Thus unlike recent OCTEO conferences, this conference's income and expenses would not break even. However, because of "profits" made at prior conferences, OCTEO's balance on hand, \$4,985.74, would cover the remaining costs. This conference was more expensive than usual because of the key-note speaker, the pre-conference symposium, and other expenses. Mike pointed out that this year's conference attendance was the best yet; over 200 people are predicted to register. However, this increase (25 or more registrations over last spring's 175) was not enough to absorb the approximately \$4,500 total cost for Charlotte Danielson.

Mif Obach stated that he brought up the possibility of OAPCTE providing monetary support to the conference at the OAPCTE executive/general meeting and members had responded positively. OATE members also support the idea of monetary contributions to the OCTEO conference if necessary. Renee Middleton stated that SUED had not specifically discussed the possibility of supporting the conference, but felt that the membership would support providing some funding for a nationally recognized speaker. Raising the conference fee also was suggested. Mike stated that the planning committee would read the evaluations and feedback to determine how best to proceed.

Sally Barnhart made a motion to approve the treasurer's report. Sandra Pech seconded the motion. The motion passed.

### OCTEO Conference Update

Mike asked about the preconference symposium. People were very appreciative of the chance to receive progress reports on the various reform initiatives. Ann Shelly stated that she really liked the new Wednesday format, which provided time for substantive conversations at meetings without causing folks to have to rush to the next meeting. Mike thanked SUED for its willingness to meet at 3pm and allow time for a two-hour OACTE meeting.

Sally Barnhart acknowledged her administrative assistant, April Thomas, who created the conference program. People agreed that this was the most professional-looking program, and they liked the new format, which makes it easy to see daily meeting. OACTE will thank April officially.

Mike reported that the new conference planning structure worked well, but there were still roles and responsibilities to be worked out. Members suggested that long-range conference planning would be useful, especially if we want nationally recognized key-note speakers. For example, Linda Darling-Hammond is happy to come to Ohio, but we must offer her a contract way in advance of the conference. Long range planning also would allow institutions and individual to better plan resource use.

At the spring OCTEO conference awards are presented. OATE traditionally has presented their awards to a distinguished student teacher, cooperating teacher, college supervisor, and overall contributor to teacher education. The OACTE award is a recent development, which is not always presented annually. Two OACTE awards have been presented, one to Sonja Smith and one to John Soloninka. The OACTE award, if presented this year, will be presented at the spring conference. Mike also would like to recognize the people who participated in the education reform initiatives (the resident committee, the metrics committee, program review committee, unit accreditation committee, and induction and support committee).

### OACTE Meeting (formerly Joint SUED/OAPCTE meeting)

Mike requested agenda items for the Thursday meeting. Renee commented that past joint meetings appeared to have no purpose. The following agenda items were identified:

- Review new OACTE By-laws and get approval to present the document at the general meeting for a vote.

- Day on the Square, which could be especially important this year if predicted political changes were to occur
- Report of OAPCTE meeting with Chancellor Fingerhut, which would clarify whether or not private institutions would be held to the same accountability metrics and program reviews as the state institutions.

Renee commented that the results of the OAPCTE meeting with the Chancellor were extremely important in that if institutions of higher education with teacher preparation in the state were not all held to the same standards, then we could not be confident that institutions external to the state (e.g., for-profit) would be held to the same standards. Mif stated that SUED's letter of support to OACPTE was very much appreciated.

Karen Herrington reported that at the accreditation coordinators' meeting, an interesting discussion about the Reading Endorsement had taken place. Apparently there is great confusion about how the standards for the Reading Endorsement have been interpreted and realized in different programs across the state. Reports range from the required 12-hour reading core as being the Reading Endorsement program to none of the 12-hours in the reading core being accepted as part of the Reading Endorsement. Tom Bordenkircher stated that this could be something OACTE investigates. Members discussed whether or not asking OACTE to taken on the task was appropriate, concluding that this is an issue was between ODE and OBR and the process used to resolve it is important. Sandy Stroot pointed out that ODE representatives often do not understand the issues fully and if higher education does not make recommendations, an incomplete resolution might result. The membership agreed that this is an issue that should be examined by a task force, convened at the state level with representatives from the Literacy Specialist Consortium, an OAPCTE representative, a SUED representative, an Ohio IRA representative, an OACTE representative, and an higher education licensure officer. Karen will report OACTE's response to Tom Bordenkircher.

Update from Thursday October 14 OACTE meeting: Karen and Mike did respond to Tom Bordenkircher later Wednesday evening. Discussion determined that the problem is a program review issue, which is under the purview of OBR. (There is a secondary issue of whether or not people understand the reading validation versus the reading endorsement, which is an ODE licensure problem; hence, ODE and licensure officers will involved.) Tom responded by charging OACTE with establishing a committee, reviewing the documents, and making recommendations for clarification. Karen estimated that the committee would meet for one day or at most two. Karen Herrington will organize the work

### New OACTE By-Laws

Ann Shelly discussed the most recent changes to the new by-laws. She explained that the By-laws were written to be easily understood and to be able to be changed as needed. Mike added that the new By-Laws have to be approved by AACTE and that Bonnie Beach would ensure this happened. Ann made a motion to transmit the new By-Laws to the chief institutional representatives tomorrow at the OACTE meeting. Joy Cowdery seconded the motion. The motion passed.

Update from Thursday October 14 OACTE meeting: Ann Shelly presented the By-Laws at the meeting. Katie Kinnucan-Welsch made a motion to accept the By-Laws and transmit them for

an up-or-down vote of the membership at the general meeting. Renee Middleton seconded the motion. Mif Obach made a friendly amendment to add lines 103 and 104 (“An official vote on any Board action may be conducted exclusively either in person or electronically as determined by the Board of Trustees”) shall be added as Article II, Section 1. new element D. The motion passed. Chief institutional representatives voted to approve the new By-Laws and present them to the general membership for a vote of acceptance or rejection. Thirty-one representatives voted, resulting in thirty-one votes of approval.

Update from Friday October 15 general membership meeting: The membership voted to accept the new By-Laws.

### Committees and Goals

Trustees were seated in order to facilitate each of the new committees (Advocacy, Professional Advancement, Inquiry, and Leadership Council) creating goals for the year. Mike distributed forms that would help committees identify a goal, responsible members, deadlines, and action steps. Goals and action steps are as follows:

#### **Advocacy**

Goal: Day on the Square on March 16, 2011

- Create flyer to announce
- Develop “how-to” booklet
- Work to increase participation
- Double check appropriate committees to visit
- Identify and inform participants about issues, such as funding for higher education, student scholarships, and unfunded public school mandates

#### **Professional Advancement**

Goal: Nomination of Trustees for new class

- Send descriptions of organization and committees to member institutions and request nominations
- Encourage self-nominations
- Develop voting criteria

Goal: Develop orientation program to be put on website

- Create video clips of Mike providing OACTE overview and welcome
- Post documents such as by-laws, committee structure and responsibilities

The professional advancement committee wanted clarification about trustee recruitment and committee participation. Mike stated that the committee needed to recruit based on committee openings.

## **Inquiry**

Goal: Provide opportunities for all IHEs to collaborate on research agendas to document quality of education preparation by tracking statewide metrics

- Develop methods to collect metrics
- Use metrics to identify core elements that positively impact teacher quality for all programs

Goal: Create an interactive website to promote collaborative inquiry among faculty at member institutions

- Explore potential websites
- Create digital infrastructure

## **Leadership Council**

Goal: Update website and enhance communications

- Remove old links and consider new links
- Identify areas to be updated and submit new documents (by-laws, organizational overview, etc.)
- Draft message from the President
- Identify and solicit additional information, such as Day on the Square and Committees and their goals

Goal: Operationalize procedures and tasks identified in the new By-laws per office

- Identify calendar for meeting attendance for each member of the Leadership Council
- Create a “who, what, when, and how” document, which will be especially useful for new officers and ex-officio members

Goal: Oversee OACTE award process

- Send information and request for nominations to chief institutional representatives

Goal: Recognize those people who participated on the Educational Reform Initiative committees

- Design certificate
- Identify time and location for recognition

## Announcements

Mike Smith will represent OACTE at the next Ohio Grantmakers Forum.

Joann Arhar has been appointed to the AACTE Governmental Relations and Advocacy Committee.