NCATE Standard III
Field Experiences and Clinical Practice
September 22, 2011
1:00 p.m.

Minutes from collaborative meeting identifying needs of the Standard III study team.

Introductions: Dr. James Johnson, Dr. Holmes, Dr. Baumgarten, Dr. Bell, Dr. Fisher, Dr. Newhouse, Dr. Venable, Dr. Lara, and I. Quintana

Among items discussed were:

- The processes in place to document the involvement of school personnel in the support of candidates' field experiences and clinical practice. The course requirements that document the candidate's demonstration of mastery expected during the 45 hours of observation required prior to their clinical practice.
- The documentation needed to validate the 45 hours of observation (field experiences) for each candidate including objectives, portfolios, etc.
- The documentation available to support the collaboration between the school-based faculty and the university faculty to determine the specific placements of student teachers.
- The expectations of clinical practice and the roles of school-based and university faculty.
- How candidates collect data on student learning.
- Process by which candidates are admitted to the Teacher Preparation Program.
- Identification of entities involved in the admission process reflecting representation from all areas preparing persons who work in schools.
- Process used to validate that candidates are able to demonstrate mastery of content areas and pedagogical and professional knowledge before admission to and during clinical practice.
- Process used to involve university faculty in the assessing of candidates' "readiness" to be given permission to engage in clinical practice.
- Process used by clinical faculty to assess candidates to determine areas that need improvement and plans developed to target areas for improvement.
- What is in place to document that the clinical faculty is assisting the candidate's development and demonstration of knowledge, skills, and dispositions to help all students learn?
Standard III Committee Meeting

February 2, 2012.
10:30am COE 203B

-Meeting called order at 10:35am

- Introductions: Dr. R. Holmes (co-chair), Dr. J. Smith, Dr. C. Mack, Dr. M. Stroud, Dr. E. Newton, Dr. Bobbi Henderson, Dr. I. Hayes-Mays, Dr. L. Reynolds and Dr. D. Fisher

Dr. Holmes opened the meeting with the discussion that follows:

Each committee member to discuss their individual roles as it relates to the committee.

- Dr. Stroud- work with students seeking clinical experiences (Handbook and Manual)
- Dr. Jackle- EC 3-6 Field Supervisor
- Dr. Fisher- Past university supervisor; HPE secretary; and member since its Inception
- Dr. Hayes Mayes- provide support and input, more focused on the advanced programs. She expressed that we had a good grip on initial programs.
- Alicia Newton- Doctoral fellow Administration Supervisor; Intern Supervisor for ED 1 and 2
- Dr. Bobbi Henderson (retired) adjunct (practicum class) was re-developed and included field experiences for graduate student. She makes 2 to 3 observations per semester for each student.
- Field experience and Clinical practice showed to be centrally managed. (NCATE)
- The vision of clinical practice was in place but now has to be merged without dept and persons feeling threatened.

-Standard III was fortunate to have no areas of improvement, but did not mention advance programs.

* Note- Dr. Henderson is requesting format/structure to complete a written analysis of practicum

-Review for 1R page 10-11 (refer to handouts)

Suggestions for changes-should be based on data and recommendation from committee

*Note Delineate as Initial and advanced

-Dr. Hayes-Mays- expressed the need for three years, 2009-10, 2010-11, 2011-12, of programmatic changes (total programs) if any, broken down into Initial and advanced programs.

-Curriculum and instruction needs a handbook for clinical practice and field experiences- Due by 2/17/2012 for advanced programs
Examples of changes or updates could be a revised handbook, more contact with principals, required set number of hours

- Deadline for submission of Standard III changes: **February 17, 2012**

- Dr. Holmes asked about the format of the IR—Written format with hyperlinks exhibits remain the same. Questions should be answered from an initial and advanced programs perspective.

- Dr. Stroud suggested that the document be divided into initial and advanced programs to better answer the questions. The sub-committees are as follows:

  Sub-committee meetings should occur February 6-10, 2012

  - Initial Programs—Fisher, Mack, Smith, Reynolds
  - Advanced Programs—Henderson, Stroud, and Newton

Request items for submission on February 17, 2012

- Minutes
- Members
- Exhibit Table
- Draft IR

In order to provide feedback to Dr. Bobbi Henderson please use this address: bobbi.henderson@att.net

Next Meeting Date: Monday 2/13/2012 at 2pm

Minutes taken by Dwalah Fisher

Submitted for approval 2/2/12
Standard III Committee Meeting

February 13, 2012

2:00pm COE 203B

Meeting called order at 2:15pm

- Attendance: Dr. J. Smith, Dr. E. Amacker, Dr. M. Stroud, Dr. Bobbi Henderson, Dr. I. Hayes-Mays, Dr. G. Newhouse and Dr. D. Fisher

-Minutes of the February 2, 2012 were approved with one change from Dr. Hayes-Mays.

(Correction: There was one AFL Area for improvement in Standard III)

Dr. Fisher opened the meeting with the discussion that follows:

Each committee member discussed and provided their assigned task.

Dr. Newhouse-provided the Practicum manual for Counseling 839/840. He will submit the 10 portfolios from Advanced Students and the Supervisors evaluations by Thursday 2/16/12.

- He also wanted to know if Doctoral Students were to be included in the information requested. Dr. Hayes-Mays will provide this information.

Dr. Haynes-Mays suggested that Counseling submit program changes. Dr. Newhouse and Dr. Haynes-Mays will meet to discuss the changes immediately after this meeting.

- Review of the possible NCATE Questions handout for Initial Programs- she stated that there needs to be questions for the advanced programs as well and many of the initial questions could be used for both. Dr. Haynes-Mays will provide this information.

- She suggested that the Counseling Practicum have an identified list of schools (exemplary, blue ribbon, etc...) for students to complete their field experiences.

Dr. Smith-provided a thorough review of the IR submitted in Fall 2010 and sent it electronically to Dr. Fisher and Dr. Holmnes.

- She also stated that the Standard III Program changes handout had a revision on 3.8.3. It needed to be written from the initial and the advanced standpoint.
Dr. Henderson will complete the Assessment Form and send it to Dr. Hayes-Mays for early childhood.

- She provided the handbook for Curriculum and Instruction to include Early Childhood, C & I and Reading. Dr. Hayes-Mays will provide the Reading information to be included and Dr. Saha will provide the C & I information to be included.
- There are a few procedural changes that will be made to the handbook.
- For information and inclusion purposes of the State Requirements for the Practicum hours needed, Drs. Hayes-Mays and Henderson will research and provide that information.

Dr. Reynolds and Dr. Holmes sent their changes and information for the meeting and all was reviewed.

Deadline for submission of Standard III changes: February 17, 2012 by noon to Drs. Holmes and Haynes-Mays

Requested items for submission on February 17, 2012

- Minutes
- Members
- Exhibit Table
- Draft 1R

In order to provide feedback to Dr. Bobbi Henderson please use this address: bobbi.henderson@att.net

Next Meeting Date: TBA

Meeting Adjourned at 3:30pm

Minutes taken by Dwalah Fisher

Submitted for approval 2/5/12
NCATE Standard III
Field Experiences and Clinical Practice
May 1, 2012
3:00 p.m.

Meeting Attendees: Dr. Holmes, Dr. Fisher, Dr. Mack, Dr. Gooden and Dr. Reynolds

Meeting Called to order at 3.05pm

Discussed:
Observation Instrument and the need to change to a more comprehensive instrument was shared with the group.

Dr. Gooden gave input from university supervisors that the instrument was cumbersome. Dr. Holmes shared that the instrument had been brought up before.

Tasks:
Dr. Holmes-look at what other universities are doing. She agreed and said she would send emails of her findings to all persons involved, and would also touch bases with cooperating teachers and candidates.

Meeting adjourned at 4:00 p.m.

Minutes recorded by Dr. Fisher