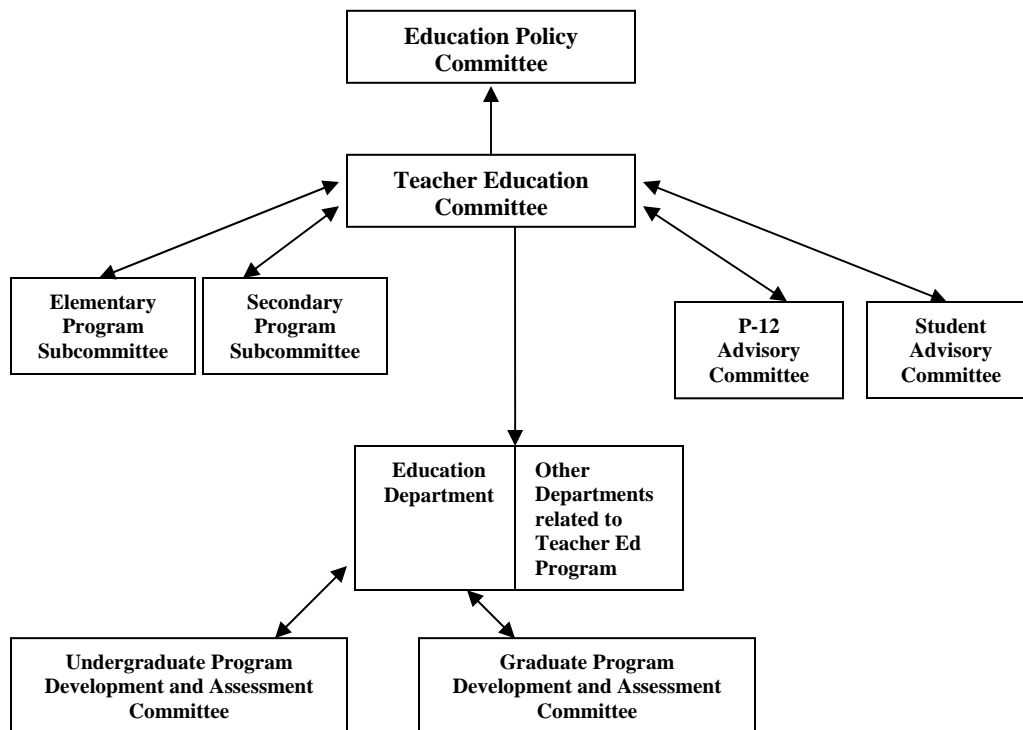


To: Committee on Governance
From: Teacher Education Committee
Re: Request for subcommittee status to Elementary and Secondary Program
Subcommittees
Date: March 24, 2004

The Teacher Education Program at Calvin is complex and is supported by multiple committees that advise the Teacher Education Committee (TEC). The chart below outlines the various committees that meet regularly to plan and coordinate the Teacher Education Program.



Currently, members of the Elementary and Secondary Program Subcommittees do not receive credit for those subcommittees as service to Calvin College. Although these are subcommittees of TEC, they have not been officially granted subcommittee status.

TEC requests that both the Elementary Program Subcommittee and the Secondary Program Subcommittee receive official status as subcommittees so that members can be granted credit for their service to the college.

Rationale:

1. The existence of these subcommittees is required by the Teacher Education Program's accrediting body, NCATE.
2. These subcommittees meet regularly and deal with complex issues, requiring an amount of preparation and work similar to a college-level committee.

TEC and Subcommittees, 2003-2004

TEC:

Jim Jadrich (Chair)
Bill VandeKopple
Jan Gormas
Jim Rooks

Marcie Pyper
Sue Hasseler
Mike Stob

Secondary Program Subcommittee:

Bill VandeKopple (Chair) Thomas Thompson
JoAnn VanReeuwyk LeRoy Stegink
Marv Zuidema Ron Sjoerdsma
Gary Talsma Bill Sweetman
Dale Topp Marcie Pyper

Bob Schoone-Jongen
Kim Gall
Sue Hasseler

Elementary Program Subcommittee:

Jim Jadrich (Chair)
Jan Koop
Kim Gall
JoAnn VanReeuwyk
Dale Topp
Randy Buursma
Yvonne VanEe

Ann Dimmick
Bob Keeley
Arden Post
Tom Hoeksema
Marcie Pyper
Sue Hasseler

Teacher Education Committee

Mandates and Composition

A. Teacher Education Committee:

The Teacher Education Committee shall function as the principal agent of the college in the planning and coordination of the initial and advanced teacher education programs of Calvin College and in providing broad faculty participation in all aspects of these programs. Accordingly, it shall review, develop, and recommend policy, curriculum, organization, and implementation of the teacher education programs to insure that these programs serve the needs of the students and the schools in which they will teach. Furthermore, the committee shall keep both the faculty and the students aware of developments in the teaching profession, of changing standards, and of the professional performance required to meet the goals of the Teacher Education Program.

In implementing this mandate, the committee shall, among other things:

1. Regularly review all initial and advanced teacher education programs and auxiliary services relating to them to ensure that program goals are being met and that the assessment plan is being implemented appropriately.
2. Supervise the participation of the various departments in the initial and advanced teacher education programs, review the courses and programs recommended by each, and establish administrative policy in such a way as to insure broad faculty participation.
3. Review and recommend to the faculty standards for admission to, continuation in, and exit from the initial and advanced teacher education programs.
4. Encourage the development of new programs and courses when the need for these becomes apparent. Proposals for new programs and courses must have the support of the departments concerned and must be submitted to the Educational Policy Committee.
5. Periodically review the standards and recommendations of the professional and learned societies, and make any needed recommendations for change in the initial and advanced teacher education programs.
6. Process initial and advanced student appeals in matters concerning admission, retention, and certification or general graduation requirements.

Composition

Seven members: The chairs of the following subcommittees: Secondary Education Subcommittee, and Elementary Education Subcommittee; one representative from the Education Department; two members from the faculty at large; the Director of Teacher Education; an Academic Dean. [Three members of the committee will be from the Education Department.]

Reporting Relationship

The Teacher Education Committee shall report to the Faculty Senate.

B. Secondary Program Subcommittee (formerly the Council of Secondary Supervisors):

The Secondary Program Subcommittee shall serve the Teacher Education Committee in the planning, development, and coordination of all Secondary Education programs at Calvin College. It shall ensure that these programs of the college are consistent with the educational policy of the college, state and national requirements, and the needs of the students and the communities which the college serves.

In implementing this mandate, the subcommittee shall meet on a regular basis to deal with the following topics:

1. Program planning and evaluation.
2. Program continuity, such as making sure that what is taught in earlier courses is emphasized in the methods courses and is also carried out in directed teaching.
3. Secondary core courses: Ensuring that secondary education students receive an adequate background in the liberal arts content needed to teach effectively in secondary school settings.
4. Major and minors: Ensuring that all majors and minors are well-planned sequences of courses and experiences that include academic, methodological, and clinical knowledge necessary for professional competence in teaching or other professional education assignments.
5. Evaluative data: Regularly monitoring evaluative data concerning the effectiveness of the program to ensure that program goals are being met and that the assessment plan is being implemented appropriately.

Composition

Twelve members: A representative from each of the following secondary pedagogical content areas: Art; Content Area Reading; Curriculum and Instruction (initial certification); English/ ESL; Foreign Languages (Spanish, French, German, Japanese, Latin, Bilingual Ed); HPERDS; Math/Computer Science; Music; Religion and Theology; Science (Biology, Chemistry, Physics, Geology/Earth Science); Social Studies (History, Economics, Political Science, Geography); and the Director of Teacher Education.

Members of the subcommittee will be appointed by the chair of TEC in consultation with the Director of Teacher Education and the Governance Committee. Since this is a subcommittee serving TEC, it will submit regular reports to TEC and the Education Department.

C. Elementary Program Subcommittee (formerly the Elementary Methods and Curriculum Council):

The Elementary Program Subcommittee shall serve the Teacher Education Committee in the planning, development, and coordination of all Elementary Education programs at Calvin College. It shall ensure that these programs of the college are consistent with the educational policy of the college, state and national requirements, and the needs of the students and the communities which the college serves.

In implementing this mandate, the subcommittee shall meet on a regular basis to deal with the following topics:

1. Program planning and evaluation.
2. Program continuity, such as making sure that what is taught in earlier courses is emphasized in the methods courses and is also carried out in directed teaching.
3. Elementary core courses: Ensuring that elementary education students receive an adequate background in the disciplinary content needed to teach effectively in multi-disciplinary school settings.
4. Major and minors: Ensuring that all majors and minors are well-planned sequences of courses and experiences that include academic, methodological, and clinical knowledge necessary for professional competence in teaching or other professional education assignment.
5. Evaluative data: Regularly monitoring evaluative data concerning the effectiveness of the program to ensure that program goals are being met and that the assessment plan is being implemented appropriately.

Composition

Thirteen members: A representative from each of the following elementary pedagogical content areas: Art; CAS; Cognitive Impairments; Early Childhood; English/Language Arts, Foreign Language/Bilingual/ESL; HPERDS; Math; Music; Religion; Science; Social Studies; and the Director of Teacher Education.

Members of the subcommittee will be appointed by the chair of TEC in consultation with the Director of Teacher Education and the Governance Committee. Since this is a committee serving TEC, it will submit regular reports to TEC and the Education Department.