



**Professional Education Council
Minutes**

September 19, 2013

McKee 282; 4:00-5:30 PM

(Minutes approved by PEC, 10.17.13)

Present: Melitta Wagner-Heaston (Chair), Todd Sundeen, Nicole Petersen, Mark Thompson, Youngjin Song, Margo Barnhart, Bette Rathe, Val Middleton, Robyn Hess, Jason Byrnes

Absent: Teresa Higgins, Kathy O'Neil, Mark Montemayor, Jeri Kraver, Ginny Huang

Guests: NA

I. Welcome

II. Approval of 5.2.13 Minutes

Val Middleton moved to approve the minutes; Robyn Hess seconded the motion; motion unanimously approved.

III. Curriculum Review: NA

It is anticipated there will be quite a bit of curriculum coming through PEC this academic year. All curriculum dealing with education must go through the College Curriculum Committees, first, and then to PEC for approval.

IV. Old Business

- Update regarding PLACE to PRAXIS proposal process: Melitta Wagner-Heaston PEC's request will be considered on the 2014 agenda. The Colorado State Board of Education has seen PEC's letter and is aware of PEC's concerns that the PLACE be updated and more options be made available. Melitta will continue to stay in touch with board representatives and will report all updates to PEC.

V. New Business

- PEC Vice-Chair Election
Background: Vice-chair's main duty is to attend meetings and to step in should the chair be absent. Margo Barnhart was nominated; nomination will be voted on at the October meeting.
- Update regarding EDSE 333 approval (two email attachments)
The entire package was approved at the January 2013 PEC meeting. One document (EDSE 333) was missing but package was approved at the College Curriculum Committee, PEC, and at the state level. (Information for your PEC files.)

- Curriculum Deadline (handout)
Deadline of December 31, 2013, for all course and program proposals (including courses which are offered through Extended Studies).
- PEC Special Election (email attachment)
 - K-12 PTEP: Art (2013-2014)
 - K-12 PTEP: SES (2013-2014)
- Discussed other PEC vacancies: One year terms
 - Undergraduate Student Representative
 - Graduate Student Representative
 - Undergraduate Council Representative
 - Graduate Council Representative
- Discussed PEC Bylaws – mission of PEC (see below)

Article II: Purpose

Section 1. The Purpose of the PEC. *The Professional Education Council (PEC) is a representative faculty council, as defined in 2-3-104(3), Representative Faculty Committees, of the Board Policy Manual, that is established to represent and act on behalf of the Teacher Education Faculty, as defined in 2-3-107(4)(a), The Professional Education Council (PEC), of the Board Policy Manual, in the governance of teacher education programs in the University and to fulfill the duties assigned to it below. The dean of the College of Education and Behavioral Sciences shall have the authority and responsibility for the overall administration and coordination of teacher education programs.*

Section 2. Responsibilities. *The PEC shall have the following responsibilities and duties:*

- a. *To recommend overall goals for the teacher education program;*
- b. *To recommend policies for student admission, retention, and exit requirement for the teacher education programs;*
- c. *To recommend policies for professional development;*
- d. *To recommend policies, in consultation with affected academic units, for teacher education program design, implementation, operation, evaluation, modification, and decision-making, including specification of required courses;*
- e. *To ensure that all teacher education programs comply with all applicable rules and standards including professional teacher education accreditation standards;*
- f. *To adopt and revise rules of operation for its bylaws; and*
- g. *To perform any other relevant duty assigned to it by the chair with consent of the PEC.*

(as per Board Policy Manual 2-3-107(4)(e))

- Accreditation information will be discussed at PEC throughout the academic year

VI. Other: NA

VII. PEC Meeting Schedule

The Professional Education Council (PEC) reviews curriculum items that affect programs in teacher preparation. Curriculum to be reviewed must be emailed to Marsha Stewart (marsha.stewart@unco.edu) at least one week ahead of the PEC meeting dates (unless otherwise noted – see asterisk) for AY 2013-2014:

September 19	(deadline for receipt of curriculum: 9/12)
October 17	(deadline for receipt of curriculum: 10/10)
November 21	(deadline for receipt of curriculum: 11/14)
December 5	*(deadline for receipt of curriculum: 12/2)
January 16	*(deadline for receipt of curriculum: 1/13)
February 27	(deadline for receipt of curriculum: 2/20)
March 27	*(deadline for receipt of curriculum: 3/24)
April 17	(deadline for receipt of curriculum: 4/10)
May 1	(deadline for receipt of curriculum: 4/24)

All meetings will be held in McKee 282, 4:00-5:30 PM

Meeting adjourned.

Minutes submitted by Marsha Stewart