

Wisconsin Technical College System
345 W. Washington Ave, 2nd Floor
Madison, WI 53707-7874

Dr. Richard Carpenter, President

MINUTES

State Certification Committee Meeting WTCS Foundation, One Foundation Circle, Waunakee, WI March 9, 2004

Present:

Janice Jablonski, Milwaukee Area Technical College
Mary Peters, Chippewa Valley Technical College
Sharon Spangberg, Wisconsin Technical College System
Tom Grinde, Wisconsin Technical College System
Val Smith, Wisconsin Indianhead Technical College
Patricia Smoody, Gateway Technical College
Edelmiro Dominguez, Milwaukee Area Technical College
Larry Kind, Northcentral Technical College
Jill Gmeinder, Madison Area Technical College
Donna Freund, Moraine Park Technical College
Kitty Willkomm, Waukesha County Technical College

Absent:

Terry Simmons, Gateway Technical College

Call to Order, Introductions

Chairperson Mary Peters called the meeting to order at 9:00 AM. The open meeting statement was read.

Approval of Minutes from December 3, 2003, Meeting

The minutes will be corrected to amend the statement referencing Kitty's name under the updates on Adult Basic Education. It will be changed to "The ESL instructors would..." A motion was made by Jill, seconded by Donna, to approve the minutes as amended. Motion carried.

Occupational Experience Documents

10-522-2 Instructional Assistant

Barb Schuler, Education Director for General Studies, joined the meeting. She reported that the developers of this program endorsed the suggested changes made by the Certification Committee at the December 3, 2003, meeting. A motion was made by Kitty, seconded by Jan, to approve the revised 10-522-2 Instructional Assistant document. Motion carried.

503 Fire Technology

Greg Hanchar, Education Director for Fire Service, presented new versions of the 10-503-1 Fire Science, 10-503-2 Fire Protection Technician, 30-503-1 Fire Service Training, and the 30-503-2 Fire Service Certification programs which eliminated language related to accepting all hours served on call as a volunteer fire fighter. Hours as a volunteer must be related to fire services tasks and must be documented as such. Pat Smoody made a motion, seconded by Edelmiro, to accept the documents as revised. Motion carried.

32-444-2 Machining Technology

A motion was made by Pat Smoody, seconded by Val Smith, to approve the document as written. Motion carried.

General Education Discussion

Barb Schuler briefed the group on progress to date regarding the General Education core competency work across the state and potential changes to the courses including the name change to General Studies. She also indicated that a telephone conference was held with the General Studies Deans regarding the criteria for certification within the academic areas, including the proposed changes this committee made at the December 3, 2003, meeting. Many of the colleges would prefer that certification be changed to match NCA requirements, although several expressed concern in decreasing hiring flexibility. There was general concern that the university system will not accept our courses unless it is assured that all instructors have a minimum of a Masters Degree in the subject teaching. There has been no system-to-system agreement stating this must happen, but evidently the concern has been at the department level. Barb indicated that our system office is not concerned this will be a barrier to progress in college transfer rigor. Several of the college General Studies Deans will be drafting a letter to Deborah Mahaffey and Richard Carpenter expressing their concerns.

Each academic document was reviewed once more for consistency. Several items were discussed in detail:

801 English/Communicative Skills: Change from “reading” to “reading instruction” to match the language in the 851 Basic Education document. In the fourth bullet under Provisional and Five-Year certification, delete reference to twelve credits drawn from specific areas.

804 Math: No change.

806 Natural Science: In the bullets describing recognized science disciplines under Provisional and Five-Year certification:

- remove Anatomy and Physiology and Microbiology from the list of disciplines.
- include Anatomy and Physiology and Microbiology in the list of Biology discipline courses.

810 Speech: Change the language in the last two bullets from twelve to twenty semester credits.

The question was raised whether to add kinesiology to the Physical Education document. Barb will ask the General Studies Deans.

Instructors currently certified will be grandfathered in under the existing documents.

Competency Review of the Education Requirements

Judy Neill, WIDS Director, presented the final recommendations from the workgroup that reviewed the competencies for Education Requirements #51, #53, #54, and # 69. They were divided into three 10-hour blocks to facilitate use by Part-Time Approval instructors. The revised competencies are posted on curriculumbank.org and will remain there as Word and WIDS files for downloading. A change to the title of #51 was proposed and discussed. A motion was made by Val, seconded by Jan, to accept the changes to the competencies and the change in title of #51 to “Technical and Adult Education in the Wisconsin Technical College System.” Motion carried.

Judy also indicated the possibility of hosting a workshop this summer or fall to develop below the line curriculum for all the courses that would be shared statewide. Instructors participating in this activity could receive renewal credit.

New Model for Associate in Applied Science Degree

Kathleen Cullen, Assistant Vice President of Instruction, gave a presentation on the Associate in Applied Science Degree and also on the Progress Report on Credit Transfer prepared by Dr. Carpenter. One ramification of the AAS degree change for certification is that occupational support courses will no longer be allowed. System management has realized that not enough awareness of the proposal existed at the college level. They have scheduled additional local input and dialogue sessions. Committee members expressed the feeling that local staff tend to view this as both an assault on general studies and on the mission of the colleges. Another concern expressed is that because of the new structure and credit load, pre-requisite courses will become more prevalent. This will be a burden for students financially.

Kathy indicated another specific round of discussions will need to be conducted related to the developmental education issue. No specific implementation timeframe has been designated yet. A question was raised as to whether the 890 instructional area will be re-titled from General Studies to something else to lessen confusion. Kathy indicated that would be up to individual colleges. Instructional Services Administrators will be meeting again April 1, 2004, and will continue to discuss course and program prerequisites, how to pay for developmental education, and other related topics. She mentioned that their meeting minutes are now posted on the WTCS website.

Advanced Plumbing Certificate Instructor Track

Marge Wood, Education Director for Apprenticeship, gave a presentation on the Trade Master model being developed through a Workforce Development grant. The current pilots include a Machine Trades Trade Master, Sprinklerfitting Trade Master, and an Advanced Plumbing Certificate. It is based on the German model for obtaining a “Master Credential.” The Advanced Plumbing Certificate would contain four tracks, one of which is an instructor preparation track which would be made up of the six courses that make up the Education Requirements for certification purposes. Marge came to solicit feedback from the group on the pros and cons of this idea, and how to possibly implement it.

The following captures the discussion:

- Are we training our competition or training our own staff?
- If anything, offer this as a limited pilot for Plumbing and Machine Tool apprentice programs
- Need to carefully consider the effects of moving beyond apprenticeship
- WTCS mission versus UW mission in terms of teacher prep
- Certification requirements are currently offered as in-service activities lead by “facilitators,” not courses
- Need more offerings widely available (few smaller districts not offering in-service)

Need more staff to communicate and track records (Who would be responsible? Cert staff doesn't want added workload.)

If transcribed credit is offered, will everyone want transcripts and grades?

There is no precedent for AD credit and FTE generation for these offerings

How many will want to take this for BA credit, rather than WTCS renewal?

Alternate approach: Contract with WTCS to deliver content at worksite or union hall for those interested in learning to teach

Talk to WTCS Staff Development representatives

Health care apprenticeship; concern by Health instructors that people are trying to move health care training out of the academic setting

No specific action was taken at this time.

Miscellaneous

Mary, Val, and Jan are interested in forming a subcommittee to revise the 850 Adult Basic Education document for clarification purposes only. No content changes will be made at this time. Donna made a motion, seconded by Larry, to appoint the above-listed members to this subcommittee and to proceed with redrafting the document. Motion carried.

Term status of members was reviewed. Larry Kind, Mary Peters, and Val Smith agreed to serve another term. Jill Gmeinder and Kitty Willkomm will let Sharon know if they will serve another term. Terry Simmons has declined serving another term.

Set Agenda for Next Meeting

The following items were identified for future meetings: Approve final version of Academic preparation documents for General Studies areas, review five-year plans up for approval, review 850 document as revised by subcommittee, ESL Advanced, discuss combining fall workshop with other fall meeting such as WACTE

It was decided to have a short WisLine, tentatively scheduled for April 28th, to approve final versions of the General Studies Academic prep documents so they can be utilized for fall hiring.

A motion was made by Edelmiro, seconded by Donna, to adjourn the meeting. Motion carried; meeting adjourned at 4:00 PM.

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