

MINUTES
State Certification Committee Meeting
Wisconsin Technical College System Office
September 8, 2006

Present: Sharon Spangberg, Wisconsin Technical College System
Tom Grinde, Wisconsin Technical College System
Patricia Smoody, Gateway Technical College
Edelmiro Dominguez, Milwaukee Area Technical College
Jill Gmeinder, Madison Area Technical College
Jean Fish, Nicolet Area Technical College
Beth Hein, Chippewa Valley Technical College
Robert Burdick, Fox Valley Technical College
Alan Dohm, Chippewa Valley Technical College
Donna Freund, Moraine Park Technical College

Absent: Larry Kind, Northcentral Technical College

Guests: WTCS Staff: Kathy Cullen, Mark Johnson, Chris Vandall, and Jim Mackey

Call to Order

The meeting was called to order at 8:30 a.m. by Sharon Spangberg. The open meeting statement was read. Introductions were made.

Election New Chairperson

Sharon Spangberg informed the Committee that a new Chairperson needs to be elected for the 2006-2007 term. A nomination was made from the floor for Pat Smoody to serve as Chairperson. No other nominations were made. A motion was made by Edelmiro Dominguez and seconded by Jill Gmeinder to elect Pat Smoody as Chairperson for 2006-07. Motion carried.

Approval of Meeting Minutes from June 2, 2006 Meeting

Pat Smoody noted that a spelling correction needs to be made to Jayson Chung – and other misspellings in the minutes. Also the time of adjournment should be changed to a.m. not p.m. A motion was made by Beth Hein to correct minutes and approve as corrected, and Jill Gmeinder seconded the motion. Motion carried.

2006-2007 System Initiatives and Focus

Kathy Cullen updated the Committee regarding various items going on at the State Office. Kathy will be sharing the Certificate Committee report with Dan Clancy.

- Instructional Services meeting is this week, and they will elect a representative for the State Certification Committee.
- Board charges were reported.
- Under-prepared Learner is the biggest initiative that the system has taken on recently.
- Budget update – handouts were distributed ([Budget handouts](#))
- General Education – the General Education website has been updated, and all 50 General Education courses systemwide will be added. All courses will be uniform.
- AAS – process is moving along – included an updated chart ([AAS handouts](#)).
- Collegiate Transfer – 4 programs may be opened with CVTC, Western, NWTC and MATC – Milwaukee ([Collegiate Transfer handouts](#)).

- Work Plan for Maintenance & Expansion of Systemwide Curriculum for Nursing – includes listing of curriculum for development and revision ([Work Plan handouts](#)).
- Audits on the WTC System – a number of audits are still in process. The LAB audit of the system came out OK; and the personnel audit started back in January. The results of the Economic Development audit will probably be out after November, and these may be more difficult.

Sharon Spangberg mentioned to Kathy that the Committee will continue working on the Under-prepared Learner criteria as needed, as well as the Associate in Arts, Associate in Science and the Pre-Professional degrees as needed. Also, routine occupational areas will be reviewed.

Under-prepared Learner Initiative

Mark Johnson gave a status report on the systemwide curriculum for Reading, Writing, Chemistry, Math and Biology. A meeting is scheduled for October 17 & 19, 2006, at Fox Valley Technical College, and each college has been asked to volunteer a representative. They will be working on the thin layer of curriculum. They would like to have draft curriculum as soon as possible and would like to pilot draft courses in the spring. In Fall 2007, they would like to implement the entire thin layer curriculum – 830 is the new instructional area for this certification. The name Under-prepared Learner is a national title, but we would like to change it to something more positive, such as “Prepared Learner Initiative”. The State Certification Committee reviewed the certification requirements of each area, and there will not be a broad area 830 granted. The Committee reviewed the comments made by various colleges. Jill Gmeinder commented that the 5-year certification requirement for the 831 – General College Communication Skills may be difficult to attract instructors. After much discussion, it was decided to leave as is. Donna Freund made a motion to approve the thin layer – General Education documents as is with the option to review them after they have been incorporated – 2008-2009 and see if any changes need to be made. Jean Fish seconded the motion. Motion carried.

Potential Change to ESL

Chris Vandall – Education Director for ESL and International Education, distributed out a proposal for changes to the 861 document. Chris discussed concerns about colleges that have subcontracts with CBO – Community Base Organizations. He has seen poor teaching in classrooms and instructors meeting only the minimum certification requirements – that is a BS in English, Speech, or Elementary education, with no ESL credits. Chris reported that at the ESL State-Called Meeting there was discussion surrounding the Five-Year Certificate criteria of 30 credits required without any ESL education. The ESL Deans would like to see the language changed for the Five-Year Certificate to: “at least 12 credits in ESL education and 18 credits in one of the following: English, Speech, Elementary Education, or Foreign Language.” They would also like to see the word “Instruction” from Foreign Language removed at the third tier level. Pat Smoody proposed we post the proposed changes (third tier) for Five-Year Certification on the website and bring this topic back to the State Committee for further decision at the December 5, 2006 meeting.

Education Director for Manufacturing and Engineering

Jim Mackey introduced himself to the Committee and presented what he has been working on and reviewed the Manufacturing program plans for the next year.

Elimination of AODA Certification

Sharon Spangberg reported that the funding language for AODA Facilitator programs was removed from Chapter 38 during the 2005-2006 budget process. This statute overrides administrative rule, and language has therefore eliminated AODA Facilitator certification. This means there are no longer certification requirements for the AODA Facilitator.

Review Agenda and Assignments for State-Called Meeting

Sharon Spangberg reviewed the agenda for the September 27-28, 2006, meeting. Assignments stayed as is, except Jean Fish will present the Training Manual with Donna Freund. Sharon asked that the presenters be at the meeting earlier for set-up and review of the presentation.

Updates

- ISA: None
- AA Committee: Robert Burdick, FVTC, reported that their Committee met last June in Rice Lake. At that meeting an attorney gave them an update of lawsuits regarding AA, Harassment and Disability – explaining why the lawsuits were won or lost. Their next meeting is October 5-6, 2006, in DeForest.
- System Office: Sharon Spangberg reported that only one college is not imaging their submissions.

e-Tech Project

Sharon Spangberg reported that the project is moving along with online courses. This fall #58 – Supervisor and #51 – Adult and Technical Education in the WTCS will be offered. This spring Cindi Thiede will be teaching either #53 – Ed Psychology or #54 – Ed Evaluation as a consultant through Nicolet Area Technical College. Tina Rettler and Sharon are regrouping to discuss qualifications to be an instructor on e-Tech (online).

Online University Course Review

Leah Osborn, WIDS, will be comparing competencies for online courses at various colleges. She will review the course curriculum and bring her recommendation to the Committee for the courses that could be included in the state listing of approved courses meeting requirements.

Meeting Dates

Next meeting date: December 5, 2006, at the WTC System Office.
Tentatively, March 7, 2007, is also scheduled at the WTC System Office.

Agenda Items Next Meeting

Agenda items for next meeting are: ESL proposal, update Mark Johnson on curriculum writing, evaluation of state-called meeting on September 27-28, 2006, and document review.

Adjournment

There being no further business, the meeting adjourned at 1:15 p.m.