

MINUTES

State Certification Committee Meeting
Wisconsin Technical College System Office
October 12, 2007

Present: Sharon Spangberg, WTCS
Thomas Grinde, WTCS
Jeanne Bushman, MSTC
Alan Dohm, CVTC
Edelmiro Dominguez, MATC-Milwaukee
Donna Freund, MPTC
Jill Gmeinder, MATC-Madison
Patricia Smoody, GTC

Present via WisLine: Margaret Boudreau, Western TC
Jean Fish, NATC
Larry Kind, NTC

Guests: James Gibson, WTCS
Roberta Laine, MPTC
Karen Schwingle, WTCS

Call to Order

Patricia Smoody called the meeting to order at 9:03 a.m. The open-meeting statement was read and roll call taken. Best wishes were extended to Robert Burdick, who retired from Fox Valley Technical College, and represented Affirmative Action on the State Certification Committee. No replacement has been made for Mr. Burdick at this time.

Approval of minutes from August 2, 2007

It was moved by Donna Freund, seconded by Edelmiro Dominguez, to approve the minutes of August 2, 2007 as written. Motion carried unanimously.

Discussion and Motion Regarding Recommendation to Revise Competencies in *Course Requirement #69 – Educational Diversity*

Roberta Laine was invited and participated via WisLine to present proposed revisions to competencies and rationale to *Course Requirement #69 – Educational Diversity*. Roberta is the Dean of International Education at Moraine Park Technical College.

Ms. Laine explained how some educators enrolled through eTech to travel to China; they had specific competencies and criteria to fulfill through homework as a result of their travels. Some of the criteria for *Course Guideline #69 – Educational Diversity* were narrowed to meet the needs of a targeted country which they visited.

The following issues and concerns were discussed:

- It was questioned why the competencies would be changed to serve people from a targeted country, as not each college has those opportunities? Ms. Laine answered that she felt it would raise awareness. If an instructor taking the course is not working with International Education

students or working abroad, he/she could choose a country/culture to focus on. The proposed competencies were discussed with the International Education Committee.

- It was noted there may be no population in certain colleges consisting of the targeted country/culture and this would seem to undermine learning diversity challenges of countries/cultures that do exist within certain districts.
- The committee asked Ms. Laine if all districts were represented on the International Education Committee. Ms. Laine responded that eight of 12 were represented, and the committee is working on attaining statewide representation. Chris Vandall of the System Office is also a committee member. The charge to the committee is to build opportunities for International Education students.
- It was noted that focusing in on a single international experience may take away from what the whole experience is about. You could experience a trip to China, etc., and still not have any understanding of other students in your particular college. One committee member said that he had led study tours to other countries, but was still uncertain why the competencies needed to be changed.
- Another committee member also agreed that her district had a large Hmong population. She felt the competencies were confusing when trying to narrow them down to a specific country. She felt that if you have several diverse populations in your college and you focus on one of them more than the other, it wouldn't be fair.
- Ms. Laine stated that there is a May 2008 China trip planned; the narrowed competencies were to make the trip feel more like a professional experience than a photo safari.
- Committee asked Ms. Laine demographically, were instructors participating in the China trip to achieve certification well beyond 5-year certification or for provisional and approval licensure status? Ms. Laine stated that some teachers were very new and others very experienced.

The State Certification Committee stated their need to discuss the proposed recommendations; Roberta Laine thanked the committee for their consideration and signed off the WisLine call.

- Discussion raised the question if the competencies could be “either/or” instead of eliminating one or the other? Committee members reiterated that the revised competencies don't necessarily relate to the populations residing in the technical college districts. The need to have more “teeth” to the international experience; however, was understood.
- Committee member felt the new competencies as proposed by the International Committee do narrow them to specific groups, and that they need to incorporate flexibility into the competencies so that both scenarios (an international trip or research related to a population of diverse students in the district) would have appropriate competencies. It was felt that having a prerequisite of going abroad is not appropriate.
- It was again stated that there were many ways of meeting the competencies for *Education Requirement #69*, but changing the competencies was not the right way. The competencies as now written accommodate the need.

- It was suggested to put a statement in the introduction regarding using International Education as a tool, and then not changing the competencies.

Sharon Spangberg suggested drafting a letter to Roberta Laine to be shared with the International Education Committee stating that although the International Education trips are a wonderful tool, the proposed competencies would be too narrow and will not be changed.

It was moved by Larry Kind to keep the competencies of *Course Education Requirement #69 – Educational Diversity* – as is. Jill Gmeinder revised the motion to add writing a letter to the International Education Committee through Roberta Laine stating that the existing competencies would remain as written, while explaining to the committee how they can use the competencies as they are. Larry Kind allowed the revision to his original motion, and the motion was seconded by Jill Gmeinder. Motion carried unanimously.

Review Evaluations from October 2, 2007 Workshop (Joint Workshop with Certification Staff and Professional Development Staff

Sharon Spangberg stated that overall she felt the evaluations were positive. Jill stated that she felt it was worthwhile for her to attend. Thanks to the Committee members who attended and especially to Jeanne Bushman for all the work she did to make the meeting a success. NTC-Wausau may be a possible site for next year's meeting. Larry will mention that to Mary Herzog.

As a follow-up to the Workshop on 10/2/07, a discussion of the *Getting Results* courses took place. Jill Gmeinder had a copy of the *Getting Results* DVD in her possession, although there was not time to review it at today's meeting. A great deal of discussion took place as to how the *Getting Results* courses would be used, whether toward a 10-hour in-service, or a 2-credit professional development activity. Sharon Spangberg stated that more information needs to be received from MATC-Madison on how they propose to utilize this for meeting all competencies for one or more of the two credit education requirement courses.

It was decided that Jill Gmeinder would request Patrick Barlow of MATC-Madison to present at the December State Certification Committee meeting. At this time the *Getting Results* courses will be posted as approved for a 10-hour in-service activity.

Occupational Experience/Academic Preparation Documents Relating to 468 – Renewable Energy – Update by Jim Gibson, Education Director – WTCS

Jim Gibson provided an update on 468 – Renewable Energy.

A motion was made by Jill Gmeinder that a work group be formed to address the certification issue for Instructional Area 468 – Renewable Energy. The work group will include members from the State Certification Committee, Constituency Groups, Industry Professionals, and State Office personnel. Edelmiro Dominguez seconded the motion. Motion carried unanimously.

Patricia Smoody and Jeanne Bushman volunteered to represent the State Certification Committee roles on the work group.

Updates

ISA/HR Report:

Margaret Boudreau provided an update on ISA strategic directions discussion (included seamless career path, RISE, Perkins, best practices, statewide curriculum, economic development, new and advancing technologies, and Perkins guidelines discussion).

The ISA met jointly with the Human Resources group and they heard Marian Smith, Director of Labor and Research, Michael, Best & Friedrich, give preliminary reports to the colleges on negotiations.

The next ISA/HR meeting is November 15 & 16, 2007 at GTC.

Affirmative Action Committee Report:

None.

eTech Certification Course Project Report:

Nancy Woodward has been hired to replace Tina Rettler, who took a job in the Staff Development Department at MATC-Madison. Nancy comes out of Lakeland College, where she directed their Blended Ed Program.

Sharon shared a report on the On-Line WTCS/eTech Certification Collaboration Project, including courses that are being offered this semester and next.

System Office Report:

The budget bill is over 100 days overdue and is still experiencing discussion with no approval in sight. WTCS is operating on last biennium's budget.

Karen Schwingle is helping with support functions in certification, which frees up Debra Vincent to focus more on the Certification web site. Sharon is grateful for the help.

Substitute Teacher 15-Hour Limit for Lab Courses

Discussion and background material was shared on Guideline 32 and the Substitute Teacher 15-Hour Limit for Lab Courses. This issue had been discussed in 2001, at which time the Committee chose to leave the 15-hour limit the same for all types of classes. The request is coming from Tim Graham, Associate Dean for Hospitality/Culinary Arts and Global Business at WCTC. The Committee reviewed a suggestion for increasing the hours for lab subs to achieve parity with the hours for lecture subs. The information submitted was confusing, and members want more information to be provided. Sharon mentioned that there will be a discussion of this issue at the November 2, 2007 State Called Meeting for Hospitality, Culinary Arts, Hotel, and Meeting Management. Also the Education Directors will be polled again on their thoughts. The item will be on the agenda for the next meeting.

It was decided that the issue could not be addressed until more information and rationale are received. The issue was remanded to the next State Certification Committee meeting scheduled in December.

New Audit Penalty Structure

The components of the new Certification Penalty Methodology were discussed. The new penalty structure was put in place to:

- Increase motivation for complying with Ch. TCS 3

- Reward colleges which comply with Ch. TCS 3
- Penalize colleges which choose to ignore Ch. TCS 3
- Make the penalty more meaningful
- Make the penalty structure easier to understand

The new penalty structure was formed by a System Office work group with the findings presented to President Clancy. The new penalty structure will be put into place in FY09 with an audit in the following year, FY10.

Request to Modify Competencies for Instructional Administrators

Sharon reported that the subcommittee formed from the President's Association to address Certification issues was given the recommendations from this Committee regarding the request to modify the competencies. It does not appear that there will be further discussion at this time.

Five-Year Professional Plan Review – FVTC and DOC

Revisions to Fox Valley Technical College's Handbook relating to Five-Year Renewal Activity Categories were reviewed and discussed. Page 1, item 3A, the sentence that reads "certificate courses will be converted based on their instructional level" was suggested to be changed to "converted based on hours of the course."

It was moved by Jean Fish to approve the FVTC Five-Year Professional Plan with the noted corrections. Donna Freund seconded. Motion carried unanimously.

Next Meeting

The next State Certification Committee meeting was set for Friday, December 14, 2007. Agenda items will include:

- Review current Occupational Experience and Academic Preparation documents.
- Revisit Guideline 32 (15-hour limit for subs)
- Renewable Energy
- *Getting Results* Presentation (tentative)

The meeting was adjourned at 12:03 p.m.

Submitted by Karen Schwingle, Executive Staff Assistant.