# SCU Teacher Education Council Responsibilities

1. Regularly review all undergraduate teacher education programs relating to them to ensure that program goals are being met and that the teacher education unit assessment plan is being implemented appropriately.
2. Review, coordinate and act as a clearing house for all curricular changes in Teacher Education.
3. Supervise the participation of the various departments in the undergraduate 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.
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 Curriculum Committee.
5. Periodically review the standards and recommendations of the professional and learned societies, and make any needed recommendations for change in the undergraduate teacher education programs.
6. Review and recommend to the faculty standards for admission to, continuation in, and exit from the undergraduate teacher education programs.
7. Process undergraduate student appeals in matters concerning admission, retention, and certification or general graduation requirements.
8. Implement and monitor faculty development for teacher education program improvement and accreditation requirements.
9. Meet at least once each academic semester.

SCU Teacher Education Council Subcommittees

The council has three subcommittees: the Admissions Committee, the Curriculum Committee and the Assessment Committee. The Council approves all candidates for admission to teacher education and admission to clinical internship (student teaching). In addition, all curriculum changes come to the Council for approval. In compliance with state accreditation standards, the assessment committee reviews for compliance with state policy. In all areas, the Council makes recommendations to the head of the unit, the Dean of the School of Professional Studies for final approval.

Admissions Committee

1. Develop and monitor admissions, continuation, and exit procedures for teacher education program.
2. Approve all applications into teacher education program and clinical internship.
3. Hear all appeals and approve decisions.
4. By majority vote approve all applicants

Curriculum Committee

1. Oversight of curriculum planning and evaluation.
2. Ensure curriculum continuity, such as making sure that what is taught in earlier courses is emphasized in the pedagogy courses and is also carried out in clinical internship.
3. Monitor general education courses: Ensuring that general education students receive an adequate background in the liberal arts content needed to teach effectively in school settings.
4. Major Courses: Ensuring that all majors courses are well-planned sequences of courses and experiences that include content, pedagogical, 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.

Assessment Committee

1. Oversight of the collection and compilation of teacher education program data. The data needs to be connected to each program goal in order to determine progress in meeting the goals.
2. Oversight of the collection and compilation of assessment data for each program.
3. Evaluation of the reliability and validity of current assessment measures, including inter-rater reliability on key assignment rubrics and clinical evaluations and the validity of the clinical evaluation content mastery section.
4. Implementation of the portfolio system in EDUC and content pedagogy courses. Oversight of faculty development relating to the use of the portfolio.

SCU Teacher Education Council Terms of Service

1. All teacher education faculty will be members of the Council as long as they are employed by the university.
2. All partner school members will serve for three years.
   1. Partner school members will rotate membership to allow for participations by all partner schools.
3. SCU undergraduate and graduate members will serve for one year.
4. New member invitations will be extended by the full council and facilitated by the chair.

Appeals Process:

Any teacher education candidate who has a grievance or complaint with a decision regarding Teacher Education policy should first submit the grievance, in writing, to the Director of Teacher Education who then presents it to the Teacher Education Council. If the student feels the issue is not resolved satisfactorily, the process for appeal would be to the Dean of the School of Professional Studies as the head of the unit.