Council on Field Experiences
Minutes
November 10, 2009

Members in attendance:
• Larry Ashley – CED
• Jane Kier, Neal Strudler, Liz Spalding, – C&I
• Cathy Allen – DAN
• Kyle Higgins, Nancy Brown – ESP
• Genie Burkett – MUS
• Joe Felix – SEL

Ex-Officio members in attendance: Esther K. Kassouf, Darrilyn Shroeder –CCSD; Ahn – COE Advising; Hoffman – COE OFE; Sileo

1. Approval of minutes motioned by Ashley, seconded by Burkette.

2. Approval of Agenda motioned by Higgins, seconded by Kier.

3. Student liability / insurance when in field placements:
   a. After speaking With UNR Dr. Sileo was informed they do not carry insurance on students that are placed at schools, but they are now looking into putting that in place. The general consensus of COFE is that all members should contact Professional Organizations and other Universities to find out what if any type of liability insurance/protection they have in place and revisit the matter at the next COFE meeting.

4. Finger printing update:
   a. CCSD is holding fingerprinting for the summer session starting in January, fall dates have not been confirmed.
   b. Esther from CCSD will check and confirm the time frame for summer prints.
   c. Joyce Ahn will start blasting out fingerprint dates for all students including Graduates with fingerprinting information.
   d. Coach Felix will check to see if PED 496 students will be left unattended and would require them to fingerprint.

5. Field Experience Form–Rating Descriptors:
   a. A discussion ensued on the rating scale, after a lengthy discussion it was motioned by Kier, seconded by Ashley to change the scale from the existing scale of:

<table>
<thead>
<tr>
<th>Rating</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>6 or 5</td>
<td>Exceeds Expectations</td>
</tr>
<tr>
<td>4 or 3</td>
<td>Meets Expectations</td>
</tr>
<tr>
<td>2 or 1</td>
<td>Does Not Meet Expectations</td>
</tr>
<tr>
<td>0</td>
<td>Not Evident</td>
</tr>
<tr>
<td>NA</td>
<td>Not Applicable</td>
</tr>
</tbody>
</table>
b. It was voted on and approved by all to change the rating scale to the following scale.

3  Target
2  Acceptable
1  Not Acceptable
NE  Not Evident

c. The discussion of the grading scale was talked about briefly, and decided that it was an important matter and would be discussed in length in the future.

6. Other issues…
   a. All Cooperating Teachers will have their own Live Text Account.
   b. The formatting for Live Text is being worked on to fix the glitches.
   c. Pro active advising will begin in the spring semester with the advising office and field experience office.

   • 10/13, 11-12 pm
   • 11/10, 11-12 pm
   • 12/8, 11-12 pm
   • 2/9, 11-12 pm
   • 3/9, 11-12 pm
   • 4/13, 11-12 pm