

CERTIFICATION STANDARDS & PRACTICES ADVISORY COUNCIL
MEETING MINUTES

March 11-13, 2003

*Higher Education Complex
2500 Broadway
Helena, MT 59601*

The meeting of the Certification Standards and Practices Advisory Council was called to order by Chair, Calvin Spangler, on Tuesday, March 11, 2003, at 1:00 p.m. Council members present were: Calvin Spangler, Chair; Gloria Curdy, Vice-Chair; Melodee Smith-Burreson; George White; Scott McCulloch; Charla Bunker and Shelly Fortune. Staff members present were: Steve Meloy, Executive Secretary for the Board of Public Education; Peter Donovan, Administrative Officer for CSPAC and Tana Haxton, CSPAC Council Secretary. The following people signed the meeting roster: Linda Peterson, Erik Burke, Lori Falcon, Ellen Swaney, Susan Bailey-Anderson, Margaret Bowles, Bob Clemons, Libby Siebens and Paul Martin.

ITEM 1: Certification Advisory Council Business Meeting

Calvin Spangler called the meeting to order and asked for current agenda changes. Council members elected to move the TEAC report as an item under the Pre-Professional Preparation and Development Committee report, instead of under the Licensure Committee report. Mr. Spangler requested this be a permanent change for future agendas.

Mr. Spangler then asked if any changes should be made to the January 30, 2003 meeting minutes. Gloria Curdy asked that the word "suggested" in the 2nd paragraph be changed to "suggestions." She also commented that the minutes were written very well. George White clarified that the name of the award given to MSU Billings was entitled "Best Practices for Teacher Education and Accreditation."

MOTION: Char Bunker made a motion to approve the current CSPAC agenda. Shelly Fortune seconded this motion. The motion was unanimously approved.

MOTION: Gloria Curdy made a motion to approve the CSPAC meeting minutes with added changes from January 30, 2003. Scott McCulloch seconded this motion. The motion was unanimously approved.

ITEM 2: Chair's Report

Mr. Spangler reported that the last CSPAC bylaw update occurred in 1998. He emphasized the importance of the bylaws being updated annually from now on. Mr. Spangler then listed a suggestion of change, siting the Montana Commission on Teaching Committee (MCT). The MCT should be added under the "Committees" section of the bylaws, and include a description of its purpose. Scott McCulloch reminded council members that if CSPAC were to proceed with the amended changes, according to the bylaws, that would actually be a violation. Mr. Spangler agreed and stated that council members would just be making recommendations for change at this time.

Encouragement was then given to CSPAC members to reread the bylaws during their evening break and report any recommendations for change the following day. Mr. Spangler said that ample time would be given the following day to hear all suggestions.

ITEM 3: Board of Public Education Report

Steve Meloy, BPE, reported current legislative activities to the council. He said that recently, he was able to give a briefing on the purpose of the CSPAC to both the House of Representatives Education Committee and the Appropriations Committee. This was in regards to SB 202. Both committees were very interested in learning about the history surrounding CSPAC and the council's future goals.

Mr. Meloy said that his main purpose in lobbying has been to keep the BPE active in the legislative process and fresh on the minds of those working for education. He then listed current bills and gave information about each:

HB 2 sets up appropriations for the BPE, CSPAC and OPI. Eventually, this bill will also contain the spending expenditures for K-12. As part of this process, OPI would have to give \$4.5 million of their general fund money to higher education. Legislative support towards this money transfer stems from opinions that higher education is in worse shape monetarily than K-12.

HB 73 and SB 323 were both proposed to help the K-12 to higher education money transfer process. Holly Raiser carried HB 73 and Duane Grimes carried SB 323.

SB 202 allows broader latitude for both the BPE and CSPAC in regards to expenditures within the research fund. So far, this bill has sailed through the legislature without problems.

SB 411 defines quality education in elementary and secondary schools in Montana. This bill would form new accreditation rules, loosely based on standards written by a University of Montana student. Mr. Meloy commented that this bill could become a problem for the BPE.

HB 736 would establish an interim committee to thoroughly study all educational issues, including consolidation and taxation issues. The Governor expressed support towards this bill and had promised to raise private sector money to help current funding problems. This would be a bipartisan study. Mr. Meloy expressed confidence that this bill would pass and commented that even though this project would be a great undertaking for the BPE, they are ready for it.

Mr. Meloy reported that the BPE is financially more stable through the Legislative budget than it had been with the Governor's budget previously. As a result of a recent legislative meeting with the BPE, an approval was made for a total budget of \$13,000.00 (1.9% increase) more per year than the Governor had presented. The BPE is set to regain what they expended in 2002 through this budget change. However, they will actually have to subtract an estimate of \$7,000 over the next biennium, due to agency cuts made during the Special Session. The CSPAC budget has recently increased, due to a special revenue funded raise in Pete Donovan's salary. Mr. Meloy reported though, that CSPAC has been spending more than they have been taking in, because of the drop in teacher certifications. Since CSPAC has a sizable cash balance, Mr. Meloy stated that CSPAC should be financially stable through the next two bienniums.

The BPE is in the first stages of developing a communications plan for education. This plan focuses on ways to support and keep high quality education for Montana kids. The BPE is hoping for funding through corporate Montana to continue this project. Mr. Meloy stated that he would keep CSPAC up-to-date on all new developments.

ITEM 4: Administrative Officer's Report

Pete Donovan reviewed meetings he had attended since the council last met in January. He said he was glad to see the whole group in attendance and looked forward to presenting the CSPAC Annual Report to the Board of Public Education (BPE) on March 13th. He then reviewed the agenda for the upcoming joint BPE/CSPAC meeting.

Mr. Donovan reminded council members that the terms of Melodee Smith-Burreson and Scott McCulloch are coming to an end soon. Ms. Smith-Burreson and Mr. McCulloch would need to submit a letter of request if they would like be considered for reappointment to CSPAC. The BPE will reappoint members at their May meeting.

ITEM 5: Involvement of CSPAC Members on the Council and in Education

Mr. Spangler stated that he would like to see CSPAC become more proactive with education issues in Montana, instead of remaining reactive. He suggested that to be a better unit, CSPAC could reprioritize research projects, become more active leaders under individual committees and take more initiative throughout the Legislative process. He asked that CSPAC plan for where they want to be in 10 years. The table was then opened for further discussion.

Scott McCulloch asked Mr. Spangler to clarify if he would prefer CSPAC go outside the boundary of what their work has always been. Mr. Spangler stated that the scope of the council should not change. CSPAC should remain a teacher-oriented body of educators and a direct line to the Montana Board of Public Education. However, he would like to see improvement in each area of expertise within the council limits.

Mr. McCulloch agreed that CSPAC should reexamine what issues the Montana Codes Annotated state the council can handle and what their limitations are. The council should deal with all issues to the best of their ability. Gloria Curdy asked Pete Donovan for a copy of those codes. She further commented that CSPAC should carefully plan out what our research interests are and where our dollars will go.

George White reminded council members that Montana's concerns about education are being echoed on a federal level. Dr. White said it is discouraging to see how the issue of teacher shortage is impacting Montana, and he would like to see it addressed. Mr. McCulloch agreed that the challenge of keeping teachers in classrooms is on the horizon for CSPAC. He suggested that as a future project, the council figure out a starting point to broach this subject.

ITEM 6: Appointment of Chair to the Montana Commission on Teaching

Mr. Spangler announced that he had appointed himself as temporary chair of the Montana Commission on Teaching Committee. He said there would be more discussion on this subject as the meeting progresses, but he made this decision based on the fact that all committee chairs were very busy at this time.

ITEM 7: Montana Commission on Teaching Update

Margaret Bowles gave general facts for new council members, on how the Montana Commission on Teaching Committee (MCT) had evolved.

Early in the year 2000, Erik Burke, MEA-MFT, requested that CSPAC take over the MCT. Mr. Burke wanted a permanent place for the MCT to prosper and the CSPAC committee agreed this change would be beneficial. The MCT is a partner of the National Commission on Teaching.

In 2001, the MCT revised their goals and decided to focus on assessment through their newly created Power Point presentation, primer and brochure. These informational pieces have been widely distributed throughout the state since that time. Currently, there is a new partner agreement to sign. Ms. Bowles stated that CSPAC should add the MCT to their bylaws for clearer definitions of their intentions and purposes. Mr. Spangler thanked Ms. Bowles for her suggestions and hard work on the commission.

ITEM 8: Discussion of the Process to Review Professional Educator Preparation Standards

Linda Vrooman-Peterson, OPI, guided CSPAC through the document entitled, "Professional Educator's Preparation Program Standards and Procedures 2001-2005." For informational purposes, she reviewed how CSPAC was involved in the creation of this document by helping to facilitate open communication between all of the educators involved. She reported that the current version will need to be updated to include new standards and changes for the years 2006-2011.

Ms. Vrooman-Peterson went on to explain that her role in the creation process was to ensure that all state standards lined up with the K-12 content and performance standards. Both the National Council on the Accreditation of Teacher Education (NCATE) and the Interstate New Teacher Assessment and Support Consortium (INTASC) standards are moving in similar directions currently due to this document. They are moving towards incorporating the "No Child Left Behind Act."

She recommended that CSPAC work with the BPE, OPI and the Dean's Council to put together a timeline and process of how to implement these standards from the years 2006-2011. This information should then be presented at the July BPE meeting. Mr. Spangler agreed and asked that this be added to the July CSPAC agenda.

ITEM 9: Update on the Montana Teacher Forum

Melodee Smith-Burreson explained that Pete Donovan and herself were a part of the Montana Teacher Forum planning committee and had attended a planning meeting recently. The Montana Teacher Forum will be held this year on September 15th in Helena. The theme for this year's forum will be "No Teacher Left Behind."

ITEM 10: Licensure Committee Report

Ms. Smith-Burreson announced that Mike Heriza would not be present until Wednesday morning at 9:30 am. She also said that as a new member of the council, she was still learning specifics of the Licensure Committee. She asked that the council table the

discussion involving Mr. Heriza until the next morning, but asked for comments instead pertaining to Western Governor's University (WGU). WGU has state approval from 3 states at this time and may face Montana approval soon. She wanted to know what the concerns of the council were.

George White took this opportunity to state that by expressing themselves recently in regards to NCATE standards, the Deans Council had received negative feedback from the educational community. He said NCATE standards are very specific and the Deans Council must meet those standards, or they are not able to offer degree programs. WGU does not meet those standards for Montana, so the Deans Council is not in support of that program for Montana.

Dr. White continued by explaining that his facility, MSU Billings, has one of the best teacher preparation programs in the nation and he is very proud of that. WGU had recently contacted MSU Billings to ask support towards their curriculum, even though WGU was going to charge 50% less for their classes. If Montana approved WGU, they would be competing with MSU Billings. Since MSU Billings generates their revenue through fees, WGU would be a burden financially.

Scott McCulloch commented that like any other profession, teaching should present some challenges and WGU allows for shortcuts to be made. He spoke of how the teaching profession is one that takes work and experience that is gained through a classroom setting. He illustrated his point with an example of how a pilot should not fly a plane if he only learned to fly by sitting in front of a computer, and had no practice time in the air.

Calvin Spangler said that this issue is very complex and the council should continue look at the pros and cons. He commented that although he understood the concerns of Dr. White and Mr. McCulloch, he knows that Montana is having a teacher shortage crisis and he would like to see that change by allowing for technology to continue in the direction of computers. He is aware that many schools in the state are moving towards online classes. Online classes give rural students better opportunities and the council should take that into consideration. Mr. Spangler also suggested that OPI become more involved in this decision process and give their recommendations to CSPAC.

Mr. Heriza arrived to speak to the council on Thursday morning at 9:30 am. He greeted the council and stated his concern that he will not be allowed to teach soon, due to the expiration of his provisional license. Currently, he works in Lolo at the Women's Opportunity and Research Development Center (WORD). At WORD, he works with homeless kids to give them resources, so that they have opportunities to transition into better ways of life. He also runs the homework club at Lolo Elementary and tutors students there after school. The WORD program would like to hire him by contract for another 3-year term, but cannot until he becomes licensed.

He continued by saying that to be able to teach in Montana, he took a \$10,000 per year salary cut from his home state of Oregon. His salary would decrease more if he has to complete an undergraduate program, as the Montana provisional license calls for. Instead, he would prefer to go through a graduate program, while continuing to teach in Lolo. He thinks he is qualified enough through his teaching experience, that he should be able to

bypass the provisional license guidelines and go straight to graduate courses. He read aloud what his coursework would be if he took the required undergraduate courses. Those classes would add up to nearly a full undergraduate program.

Ms. Bowles explained to the council that Mr. Heriza had completed an alternate program for teaching in Oregon. He is licensed to teach there. However, according to Montana's Chapter 57 provisions, he cannot become licensed here. She then read aloud to CSPAC what those rules stated in the Chapter 57 document.

Mr. Spangler said that Mr. Heriza had been given ample time to complete his class requirements and he could have taken them on-line, for a minimum cost. Ms. Curdy agreed and said that even if Mr. Heriza were to go back to school, he should be enthusiastic about that opportunity. That would allow him to become a better and more qualified teacher.

Dr. White posed the question that if Mr. Heriza was not willing to complete courses in any way possible to be able to teach, what was his commitment toward lifelong learning? Mr. Heriza answered that he was very committed to lifelong learning and in the past 3 years, he had taken and completed many professional development courses and workshops. He reiterated his request that the council waive the Ch. 57 requirements, since he has been an experienced teacher for years.

CSPAC members agreed that Mr. Heriza's license should expire as is and to uphold what the Ch. 57 document states. They also agreed that with better planning and time management, Mr. Heriza could have completed all courses necessary within the time allotted.

MOTION: Scott McCulloch made a motion to uphold the rules of Chapter 57 and deny Mike Heriza's request. Gloria Curdy seconded this motion. The motion was unanimously approved.

Mr. McCulloch requested that the BPE be made aware of this situation. He said that even though he agreed with the council to uphold the rules of Ch. 57, he believes Mr. Heriza is a competent teacher. Alternative plans to this provision should be discussed in the future. He also advised Mr. Heriza to take his request to the BPE for further discussion.

Mr. Spangler thanked Mr. Heriza for coming to speak to the council.

ITEM 11: Pre-Professional Preparation and Development Committee Report

Susan Bailey-Anderson, OPI, thanked the council for the opportunity to speak about the Paraprofessional Consortium. She explained that the Comprehensive System of Personnel Development (CSPD) is a professional development requirement for paraprofessionals in Montana. CSPD is for those paraprofessionals who teach children with disabilities, as defined by the Individuals With Disabilities Act (IDEA).

Starting about 12 years ago, OPI identified that paraprofessionals who worked with Montana's disabled children were not receiving the proper training. OPI then created a task force to address and improve this issue. Later, "task force" was changed to "consortium" because educators wanted to make it an ongoing event.

Several years ago, OPI teamed up with MEA-MFT to form a module for training. This module brought paraprofessionals together from around the state to continue education. Only Montana's major cities were bringing in the paraprofessionals though, and both OPI and MEA-MFT wanted involvement on more of a statewide basis. They achieved this through a grant given from the University of Colorado to only Montana and New Mexico. This grant allowed Montana to further their training through electronically based training models.

Around that same time, MSU Billings received a separate grant also to aid paraprofessionals. Educators from MSU Billings had contacted Ms. Bailey-Anderson to coordinate working through the CSPD regions in our state. Since that time, they have developed both a website and a newsletter with that grant money. They gave donations of \$5,000 each to the 5 CSPD regions in our state to further paraprofessional training.

Currently, OPI is trying to develop a portfolio assessment through the "No Child Left Behind" (NCLB) act to help paraprofessionals. In February, Montana hosted a paraprofessional session in Butte. Starting the week of April 6, 2004, Montana will have it's own Paraprofessionals Week. They are planning events to coincide with this week.

Erik Burke, MEA-MFT, commented that he has been very pleased with the progress that the Paraprofessional Consortium has made. It offers Montana the opportunity to meet the NCLB requirements in a very positive way. He said that real skill development is being given that can be measured and utilized in the classroom.

Gloria Curdy explained that members of the Paraprofessional Consortium had hoped to attend this meeting, but opted instead to present at the joint CSPAC/BPE meeting. She read a statement aloud from a consortium member, Nancy Marks. Ms. Marks is the Special Education Services Coordinator. The statement read: "The assessment information is designed to be a side-by-side comparison of several different assessments that prepare educators, that have been mentioned as possible assessments to meet the requirements of the NCLB. One concern is still the need to assess both the knowledge of and the ability to assist in instruction. Montana has many good paraprofessional educators, who do a great job in the classroom, and it would helpful to somehow be able to assess what they do and practice, as well as what they do on paper and pencil tests."

Calvin Spangler said that if the NCLB continues to evolve into special education of paraprofessionals, this will become a request for CSPAC to add to Chapter 57. For example, educators are currently designing exams for paraprofessionals to take for the school systems in and around Billings. Even though individual educators can design these exams, eventually there will need to be a competency test to ensure consistent results statewide. Mr. Spangler said he would like to see paraprofessionals move into teaching roles, because it would be helpful for Montana's teacher shortage.

Steve Meloy requested that CSPAC bring this issue to the BPE to ask advice on what measures can be taken. Council members agreed with Mr. Meloy's suggestion. Ms. Curdy further commented that she would like CSPAC to ask the BPE what their involvement with the ESEA and NCLB should be.

Lori Falcon, OPI, updated the council on Native American studies (NAS). She reported that recently, Pete Donovan, Lynn Hinch and herself had met to discuss NAS issues at OPI. Currently, OPI is involved in an information gathering process, along with Montana universities and tribal colleges. The plan is to identify interdisciplinary content areas that would address the needs of implementation of Indian Education For All on a statewide basis. She stated that it is important to put more emphasis on helping teachers become more aware of Indian education issues in Montana.

Ms. Falcon reported that one goal for the future is to establish special NAS expertise areas for endorsement and certification. She said this issue would someday come before the CSPAC council. Currently though, NAS studies and OPI have a lack of funding, so all involved are doing the best they can with the available resources around our state.

Mr. Meloy reminded council members of the BPE Indian Education Committee, headed by Joyce Silverthorne. Her committee will be recommending an action plan for NAS studies soon. Ms. Curdy asked that an update on the BPE action plan be given at the next CSPAC meeting.

ITEM 12: Professional Ethics and Hearing Committee Report

Council members were initially unclear on if they should be involved with 10-57-406, but determined through discussion, that they should have no involvement at this point.

Margaret Bowles, OPI, reiterated that there was complete cooperation between the BPE and OPI, when writing 10-57-406 (rule on Substantial and Material Non-Performance). During that time, both represented parties reported all progress to the BPE and the Chapter 57 Committee on a regular basis.

CSPAC members decided to remove the date at the bottom of the CSPAC Code of Ethics. Except for this change, the Code of Ethics was approved as is.

ITEM 13: Research Projects Oversight Committee Report

Shelly Fortune updated the council on current Assessment Group projects. She said that they have compiled a list of questions and answers on assessment. They are also in the process of completing small group projects to lead them closer to the making of their white paper.

Gloria Curdy asked Ms. Fortune to clarify why this committee was formed. Ms. Fortune went on to explain that the BPE created this 30+member group to find ways to implement and fund an assessment system. They want to compare year-to-year annual student progress and help the BPE determine how many tests students should take to properly assess progress in Montana. Eventually, the group will write a white paper on their findings and present it to CSPAC and the BPE.

ITEM 14: Professional Development and Renewal Committee Report

George White reported that paraprofessionals could meet competencies through an associate degree, portfolio system or a test. Dr. White said that Montana should establish clear-cut ways for students to demonstrate competency. He said our college systems are really struggling with ways of meeting these competencies. He posed a question asking

“Why does a student have to take classes that help them ace the competency test, if they have already gone ahead, taken the test and aced it?” Council members decided to continue this discussion at a future meeting.

ITEM 15: Plan for Annual Council of Deans Meeting

George White reported that the recent meeting between CSPAC and the Council of Deans went very well. He said that the Deans would like to coordinate joint meetings on an annual basis. For each scheduled joint meeting, Dr. White asked that representatives from CSPAC attend, if all members could not. Dr. White reminded everyone that on July 11, 2003, the Council of Deans will meet in Helena, starting at 12PM.

Mr. Spangler suggested that CSPAC set the calendar for a joint meeting with the Council of Deans in October. Council members agreed and a meeting date was set for October 2-3, 2003, at the University of Montana in Missoula. On Thursday, October 2nd, CSPAC will meet with the Council of Deans from noon-5pm there, and in the evening, attend a social event together. CSPAC will have an all-day meeting the following day, Friday, October 3rd, also at the University of Montana. Members noted that although they were scheduled to have their next out-of-town meeting at Montana State University in Billings, they opted to go to Missoula for an opportunity to meet the new Dean of Education.

MOTION: Gloria Curdy made a motion to meet with the Council of Deans Thursday, October 2, 2003, at the University of Montana, from noon-5pm for a business meeting and continue in the evening with a social. Charla Bunker seconded this motion. The motion was unanimously approved.

Dr. White thanked the council for agreeing to meet in October with the Council of Deans and said he would report this news to them. He also suggested that the chairs of both councils meet before October to coordinate the most productive subject matter for the meeting. Mr. Spangler agreed to this and commented that was a good suggestion.

ITEM 16: Discussion of Attendance for the June 8-11, 2003 NASDTEC Conference

Pete Donovan asked if any council members would like to attend this conference. He reported that Jeff Weldon, OPI, would be one of the presenters. Calvin Spangler stated NASDTEC is a conference that CSPAC should attend and continue to remain active with. Council members agreed.

MOTION: Scott McCulloch made a motion to fund up to 3 positions to attend the NASDTEC Conference. Gloria Curdy seconded this motion. The motion was unanimously approved.

Shelly Fortune volunteered to attend. Since Melodee Smith-Burreson was absent, Mr. Spangler suggested the council check with her later on whether she can attend. Council members agreed to work out who would attend at a later date.

ITEM 17: Review and Adopt CSPAC Goals for 2003

Council members decided to postpone this item until the July meeting.

ITEM 18: Future Agenda Items

Calvin Spangler listed ideas on how CSPAC can improve in the future. He told council members that he wanted to facilitate discussion on how the council can better function and what improvements can be made within CSPAC. He said he had written down notes that he wanted to share and he was able to obtain a copy of Melodee Smith-Burreson's notes, since she was not present. He read those also.

Following are the discussed future agenda items:

1. Mr. Spangler requested simple fee structure information be available at every council meeting. This information will be useful for planning sessions for the biennium and for future research for CSPAC. This will be under the Research Committee.
2. He also wanted the council to develop a mentor/mentee training session for professional development purposes. He wants to have rules set in place stating what is acceptable when developing training sessions. Mr. Donovan described that the Montana Mentoring Institute was attempting to do some of this work. The institute was developed recently and hosts summer workshops. It is a joint effort between OPI and MEA-MFT. Mr. Spangler requested that OPI and/or MEA-MFT present an overview of the Montana Mentoring Institute at the July CSPAC meeting.
3. Mr. McCulloch wanted to look more closely at provisional certification alternatives and internships. He would like to understand more about the application process, monitoring and what enables students to get full certificates. He also wants more information on courses vs. outcomes. This would be under the Licensure Committee. This was listed as a high priority for the council.
4. The council would like Jeff Weldon, OPI, to come and speak at a future meeting about how OPI handles hearing processes. CSPAC would like to be an active part in this process. This will go under the Professional Ethics and Hearing Committee.
5. George White would like to see further discussion happen on Title 2 Reporting in Montana. Currently, this is a high priority for the Deans Council, so Dr. White suggested CSPAC make this a priority also. This will go under the Preprofessional Development and Renewal Committee. Mr. Spangler agreed this was a high priority task.
6. Dr. White asked that more information be given on teacher accreditation and licensure, such as from Western Governor's University. This will go under the Teacher Licensure Committee. This was listed as a high priority.
7. The council requested that more informational items be presented on the avenues of Native American Studies, such as teacher development and developing a minor towards certification. This will be under the Preprofessional Preparation Committee.
8. The council agreed to study more about INTASC standards and what revisions are currently taking place. Dr. White stated that this is an issue on the horizon for CSPAC. This will be under the Preprofessional Preparation Committee.

9. Dr. White suggested that CSPAC spend much more time on paraprofessional issues. He would like to know how the NCLB ties into this. This will be under the Preprofessional Preparation Committee.
10. Mr. Spangler suggested CSPAC create a task force to address E-learning issues. The chair of this committee would work hand-in-hand with the BPE E-learning committee chair. He said that this will be costly and time-consuming, but is vital to show support in this growing issue. This was listed as a low priority.
11. Ms. Burreson would like the council to review the training required in the specific area of reading at teacher education programs in Montana.
12. Mr. Spangler appointed himself as chair of the Montana Commission on Teaching (MCT). He said that he would submit a draft to include in the bylaws about the MCT at the July meeting. He clarified that the chair of the MCT must be a current CSPAC member.
13. Mr. Spangler would like to find an individual to lead a boardsmanship training session for CSPAC. He explained that this would help everyone work together better and understand the meeting process. CSPAC assigned Mr. Donovan to coordinate and report on the possibilities at the July meeting.
14. At the July meeting, the council will assess new goals for 2004-2005. Adoption of the 2003-2004 goals will also take place. Mr. Spangler reminded members that goals established are for the fiscal year and not the calendar year.
15. Mr. Spangler asked that a review of all bylaws be put on the July agenda.
16. He also wanted an item on the July agenda that addressed each CSPAC committee and what its purpose is. He would like to review the priorities of each and update. To do this, he requested that each chair make a list of their committee assignments. CSPAC should discuss each committee in depth and reprioritize the workload where needed.
17. Mr. McCulloch asked that council members decide on a hearing process under the Ethics Committee. Gloria Curdy reminded everyone that the BPE requested CSPAC handle all hearing processes initially, and then send them on to the BPE, along with their recommendation. Council members agreed and commented that more frequent hearings will arise in the future.
18. The name of the "Professional Ethics Committee" was changed to the "Professional Ethics and Hearing Committee."
19. At the July meeting, Mr. Spangler requested that the council review this list of future agenda items. He would like CSPAC to concentrate on the value of already existing committees and make a decision of whether those committees should remain.

Mr. Spangler asked that CSPAC members take these suggestions and gather information under their appropriate committees. He thanked everyone for participation in the discussion and for all suggestions made.

ITEM 19: General Information

George White reported that on May 21-22, 2003, the Center for Policy Studies in Educational Research for the Intermountain States will meet at MSU Billings. This group has biennial meetings. He invited all CSPAC members to attend. Calvin Spangler and Scott McCulloch tentatively agreed to attend. Dr. White explained that he would send out more information shortly following the CSPAC meeting.

Mr. McCulloch said he was interested in obtaining data from Montana's higher education establishments. Dr. White answered that in April of every year, the Deans Council sends out an annual report about higher education issues. Mr. McCulloch requested that this report be reviewed by CSPAC annually, starting at our October meeting.

Council members expressed their excitement towards their meeting with the BPE the following day. Mr. Spangler took an opportunity to thank everyone on the council for being great to work with. He said that depending on his current position within the Shepard school district, he might not be able to attend the next scheduled meeting in July. Ms. Curdy led the council in applauding him for his hard work and great effort as chair of the council.

Meeting adjourned at 4:30 p.m.