



## MINNESOTA STATE ACADEMIC AFFAIRS COUNCIL TEACHER EDUCATION STANDING COMMITTEE CHARGE

**Purpose:** To advise the Academic Affairs Council on issues, initiatives, and programs relative to professional education system wide.

**Scope:** Preparation of education professionals (teachers, school administrators, school counselors, etc.) including academic programming, instructional development, capacity building, and transfer; relationships and collaborations related to licensing, state approval from the Professional Educator Licensing and Standards Board (PELSB), and national accreditation; education professional workforce issues (pipeline and workforce development); and information and recommendations regarding legislative activity connected to education in Minnesota.

### **Primary Responsibilities:**

1. Facilitate communication among faculty, administrators, and system office staff.
2. Advise the Academic Affairs Council on system-wide issues related to preparation of education professionals.
3. Make recommendations to the Academic Affairs Council that result from a process of discovery, planning, adoption and analysis.

**Equity 2030:** The Teacher Education Committee is responsible for the facilitation and nurture of the transformational ideals of Equity 2030. Equity 2030 seeks to address the educational attainment goals of an ever-growing diverse racial and socioeconomic student body, and those who represent first generation students. Facilitating and nurturing Equity 2030 requires the committee to demonstrate how diversity and inclusion are at the forefront of curriculum design in teacher education and how culturally relevant approaches are demonstrated in program/curricula development.

### **Operating Guidelines:**

1. The committee has a chair and a chair-elect, each will serve a one-year term. The chair and chair-elect will be selected from the members of the committee by consensus of the members. The chairs, along with the chair of the Academic Affairs Council, will take the lead in identifying issues to be addressed by the group, and help develop the full committee agendas.
2. The committee charge document, membership list, meeting schedule, agendas, meeting summaries, and other information will be available and posted to ASA Connect.
3. A liaison from the committee will attend meetings of the Academic Affairs Council.

**Meeting Times and Dates:** The committee meets on a regular basis during the academic year, with a minimum of one meeting per term and a maximum of one meeting per month. The committee chair will determine the frequency and schedule of meetings with input from committee members. The system office will pay travel expenses for faculty and student members as needed. Institutions are expected to pay travel expenses for administrators.

### **Committee Member Expectations:** Members are expected to:

1. Attend and participate in meetings as scheduled.
2. Represent the positions of their constituents.

3. Work with all members to build consensus in decisions and recommendations.
4. Respond objectively to requests from the Academic Affairs Council or the Senior Vice Chancellor for Academic and Student Affairs.
5. Provide recommendations to the Academic Affairs Council that meet student, institutional, and system needs.
6. Communicate discussions and recommendations back to their constituents.

**Committee Members:** Membership of the committee should include at least one member from each of the following groups. The appointing authorities listed will appoint members to the Committee for one to three-year terms. Other appointees shall be recruited by the co-chairs with assistance from the responsible system office administrator. The membership will be approved by the Academic Affairs Council.

1. **University Faculty (IFO):** one faculty member who primarily teaches in undergraduate teacher education and one faculty who primarily teaches in graduate teacher education
2. **College Faculty (MSCF):** one faculty member who primarily teaches in teacher education
3. **University Administrators:** one undergraduate teacher education administrator and one graduate teacher education administrator.
4. **College Administrators:** one teacher education administrator
5. **University Administrative and Service Faculty (MSUAASF):** one member
6. **Professional Staff (MAPE):** one member
7. **University Students (Students United):** one undergraduate student enrolled in a professional education program and one graduate student enrolled in a professional education program
8. **College Students (LeadMN):** one student enrolled in an education program
9. **Academic and Student Affairs Division Staff, System Office:** one member

**System Office Staff Support:**

Kathy Pilugin, 651-201-1466, [Kathy.Pilugin@minnstate.edu](mailto:Kathy.Pilugin@minnstate.edu)

**Responsible System Office Administrator:**

Jon Dalager, 651-201-1684, [Jon.Dalager@minnstate.edu](mailto:Jon.Dalager@minnstate.edu)