1. The TEAC by-laws were passed, with 78 of 116 PEF members voting.

2. Since a quorum was not present, no formal action could be taken (e.g., approval of minutes, voting on nominated potential Professional Education Faculty (PEF) members). We will do a virtual vote on the minutes and PEF faculty.

3. The committee discussed the upcoming elections for TEAC members. Major points were:
   * We will do voting on line. Jim Rubino will be consulted in terms of how to set this up and how to arrange to have a history of the voting in case there is a later question.
   * The ballot will have to be carefully set up so as to be very clear. Brent will talk to Jim about this and will send TEAC members a sample ballot on which to get feedback.
   * An announcement about the election will be sent to department chairpersons from the VPAA’s office, soliciting nominations. A list of PEF members will be attached. Denise will work with Sandra on the wording of this memo. WE hope to have it sent out on Monday. A list of PEF members will also be posted on the web site.
   * Professional Education Faculty will be notified of the nomination process and encouraged to notify their department chairperson if they are interested in being nominated.

4. SLP program: Debra Dwight discussed changes in the B.S.Ed. program in Speech-Language Pathology. Hopefully we will be able to vote on this program at the next meeting.

5. The meeting adjourned at 4:10. The next meeting is scheduled for 4/9/03.