

**Faculty of Education, University of Regina**  
**Professional Development & Field Experience Office**  
**Joint Field Experience Committee**

The goal of this Committee is to maintain a strong field experience in teacher education through a partnership of the educational agencies in the southern region of the Province in which the Faculty of Education, University of Regina places students for field experiences.

**A. Terms of Reference** (as of January 1999)

The Committee shall:

1. make recommendations to the Professional Development Committee at the Faculty of Education, University of Regina with respect to matters pertaining to field experiences and the professional development of students, teachers, and faculty related to the field experiences.
2. advise the Coordinator of Professional Development and Field Experience about procedures for carrying out current policies related to the above.
3. review policies relating to the above.
4. effect appropriate liaison with the profession in order to bring concerns from the field to the attention of the faculty.
5. effect appropriate liaison to the Saskatchewan Teachers' Federation Advisory Committee on Teacher Education and Certification (ACTEC).
6. review appeals from interns
7. establish ad hoc committees as needed for seminar and field experience revision.

**B. Membership** (members should be appointed for staggered three year terms)

Eight (8) teachers appointed and funded by the teaching profession by the Saskatchewan Teachers' Federation (STF); all members should be active in field experiences.

Professional Development Committee members: five (5) members from faculty; up to five (5) members from the Education Students' Society; one (1) member from the Saskatchewan Indian Federated College; one (1) member from SUNTEP.

One (1) Coordinator of Professional Development and Field Experience Office

One (1) Executive Assistant, Saskatchewan Teachers' Federation

One (1) member from Saskatchewan Education

One (1) member from the Saskatchewan School Trustees Association (SSTA)

One (1) member from League of Educational Administrators, Superintendents and Directors (LEADS)

One (1) member from the Regina Public School Board

One (1) member from the Regina Roman Catholic Separate School Board

One (1) member from the Buffalo Plains School Board

One (1) member from the Moose Jaw Public School Board

One (1) member from the Moose Jaw Roman Catholic Separate School Board

**C. Chairperson**

Elected from the teacher representatives.

**D. Quorum**

Majority of the committee.

**E. Procedures**

1. Review minutes of Professional Development Committee meetings
2. Review policies related to field experiences.
3. Solicit and review reports from the field pertaining to field experiences.
4. Transmit recommendations to the Professional Development Committee.
5. Transmit recommendations to the STF ACTEC

**F. Meetings**

The Committee will meet three times a year, normally in October, February and May.