

Teacher Education Council (TEC)

Meeting Minutes

Wednesday, September 20, 2023

3:30 p.m.

Zoom & EDHS 403B

Members Present: Dr. Marty Hatton, Dr. Bob Fuller, Dr. Julia Mortykova, Mr. David Carter, Ms. Anstacia Doughty, Ms. Brittany Hunnicutt

Members Present via Zoom: Dr. Bonnie Oppenheimer, Dr. Kelly Bennett, Dr. Kendall Dunkelburg, Dr. Kristi DiClemente, Ms. Halley Winters

Guest: Dr. Christy Adams

1.0 Forum: Guest Speaker

There were no guest speakers.

2.0 Call to order

Dr. Marty Hatton, Chair of the Teacher Education Council, called the meeting to order.

3.0 Approval of December 13, 2022 Minutes

Dr. Kelly Bennett approved the minutes from the May 10, 2023 meeting and Mr. David Carter seconded. The minutes were approved as printed.

4.0 Unfinished Business

There was no unfinished business for this meeting.

5.0 New Business

5.1 Introduction of New Members

Dr. Marty Hatton introduced the new members that will be serving on the TEC this year:

- Undergraduate Representative: Harley Lawrence
- Graduate/MAT : Halley Winter
- Clinical Partnership Committee: Ashley Matthews
- School of Education Advisory Board: Dr. Stephanie DuGuid

Although several of the new members were not able to attend this first meeting due to extenuating circumstances, Dr. Hatton expressed that they will be attending future meetings. Having external stakeholders and students on the committee is addressed in the policy statement and their input is valuable to our program.

5.2 Policy Statement Revision

Dr. Christy Adams has been hired as both Reading Education faculty and the accreditation liaison for the EPP. In this regard, Dr. Hatton recommended a change to the Policy Statement that includes both the accreditation liaison and the director of the Center for Education Support.

The Center for Education Support provides support to the entire EPP and provides assistance in the implementation of program changes. Policy Statement 3533 currently states that the membership of the “Teacher Education Council consists of representatives from each degree program with a pathway to educator licensure to include the Director of Field Experience, Department Chair, and Dean over each Teacher Education program, one undergraduate and one graduate teacher education student (appointed by the Dean of the School of Education), and at least one representative of the public schools and each external teacher education advisory group. The Council is chaired by the Dean of the School of Education.” The proposed revision would read, “...to include the Director of Field Experience, Department Chair, and Dean over each Teacher Education program, the CAEP faculty accreditation liaison, the Director of the Center for Education Support, one undergraduate and one graduate teacher education student (appointed by the Dean of the School of Education), and at least one representative of the public schools and each external teacher education advisory group...” Dr. Bob Fuller made a motion to accept the changes to the policy statement and Dr. Kelly Bennett gave the second, with unanimous approval from the Council.

Dr. Hatton explained that the Policy Statement would go forward for a 60-day review before being accepted as the new policy. Until the policy has been approved, Dr. Christy Adams and Ms. Penny Mansell can attend TEC meetings as guests.

5.3 Upcoming Dates

Dr. Hatton shared several upcoming dates with the committee:

-November 15: Fall Awards Day

-April 17: Spring Awards Day

Both these dates will include an awards day in which outstanding students throughout the EPP are recognized. The EPP will also host a job fair with area schools where students can come and interview. There will be more information soon about this event, and the School of Education office will send out information, but Dr. Hatton encouraged advisors to also share the date with their advisees, as well as any former students that might be interested.

Additionally, there will be two recruitment events this year:

-December 8: Future Teacher Day

Although this was known as TA Day last year, Teacher Academies have changed to Educator Prep and therefore the name of the event has been changed to eliminate possible confusion. This event will run very similarly to last year's event and the hope is that new groups will be able to participate. This serves as an EPP Recruitment event as many high schoolers that want to be educators may not know what area they want to teach.

-February 7: Teacher Assistants Day

This will target Teacher Assistants who have hours toward a degree but have not completed a degree. This event will be more targeted and focused, with possible scholarships. When registration opens, there will be a better idea of what grades/subjects potential attendees would like additional information about and it will allow us to target conversations with them about completing their degree.

5.4 Handbook Updates

Dr. Hatton encouraged the TEC to check out the handbooks that are on the website when questions arise in their programs. Information for Accreditation, TEC, and the QAS can all be found under the Program Planning tab on the website. Both sets of Handbooks for the School of Education are located under the Directory Tab. One of the jobs the TEC will have during the next academic year is to go through both the Undergraduate Handbook and the QAS. While both get updated yearly, because of program and/or procedure changes, information may not be correct or clear and as such, can be checked by multiple committees to guarantee that nothing is being missed. Every faculty member and every staff member should know what is going on programmatically, or be able to find the answer in the Handbooks or Bulletin.

6.0 Continuous Improvement Report

6.1 School of Education Advisory Board

6.2 Clinical Partnership Committee

6.3 Continuous Improvement Update

The School of Education Advisory Board and Clinical Partnership have not met yet this semester. Dr. Hatton, chair of the School of Education Advisory Board, and Dr. Fuller, chair of the Clinical Partnership Committee, expressed the need for more members on these committees and encouraged anyone who had names of potential representatives to let them know. Dr. Hatton reminded everyone that the representation on this committee needs to be from those who will speak up to our strengths and our weaknesses and can speak to the needs in the community.

7.0 Licensure/Field Experience Report

Dr. Kelly Bennett gave an update on licensure and field experience. She said the MECCA continues to be a smooth transition and is much more user friendly. She reminded everyone about the differences between Teacher Education Licensure and MAT Licensure and expressed that she is available to answer any questions as it pertains to licensure. She has developed a one-pager for undergraduate students and advisors that will hopefully clarify what licensure exams need to be taken (and when.)

Dr. Bennett said there are 10 interns this semester, 8 Elementary Education and 1 Music Education student, as well as 1 Early Childhood Development Intern. There will be a significant increase in interns next

semester, with 24 currently on track to be ready for internship in the Spring.

8.0 Accreditation/Accountability Report

8.1 Watermark Update

Ms. Brittany Hunnicutt gave an update regarding Watermark progress. She is currently in the process of working with IT to get all students registered for classes into Watermark and then will begin building all the activities. She has reached out to instructors of all courses with a key or program assessment to get due dates, points, and other important information and will be working to get those done in the coming weeks.

Additionally, Student Learning and Licensure does not have the capacity to do applications in the same way Taskstream did, so for advising this Fall there will be a new way for students to register for internship and Teacher Education. She encouraged everyone to let their advisors know that the applications will no longer be in Taskstream, and to remind their advisees to follow the directions carefully.

8.2 Program Review

The EPP had already met and have been meeting as subcommittees to discuss their data for Program Review. Dr. Hatton reminded everyone that the main contact was Dr. Christy Adams to help streamline questions. All areas need to have their first bulleted lists ready by Friday, October 13th. The EPP will meet and discuss the various data points and then the subcommittees will draft a narrative. Dr. Hatton and Dr. Anderson will work together to give the narrative “one voice” based on what has been turned. The goal is to have all this completed by the December break, with the opportunity to review in January and then submit to MDE by January 24, 2024.

8.3 Website Changes

Much like other areas on campus, the School of Education website has recently been revised. Dr. Hatton showed the committee where various points of interest for the TEC specifically were now located on the new page. He reminded everybody that the TEC is the final deciding body in the EPP flow chart. He also called attention to the Handbooks and asked faculty to encourage students to use it as a resource.

9.0 TEC Action Items

No action items at this time.

10.0 Adjournment

The meeting adjourned at 4:51 p.m.

Respectfully submitted by Brittany Hunnicutt.