

## **Teacher Education Council (TEC)**

Meeting Minutes

Thursday, February 25, 2021

1:00 p.m.

Via Zoom & Recorded

**Members Present:** Marty Hatton, Brian Anderson, Kelly Bennett, Shelley Bock, Rose Ford, Alina Harges, Chrystal Hodges, Melinda Lowe, Deana Pendley, Kendall Dunkelberg, Allene Nichols, Erin Kempker, Jonathan Hooks, Bonnie Oppenheimer, Blanca Simmons Diez, David Carter, Erinn Holloway, Brandon Robinson, Christy Adams, Linda Mahoney, Penny Mansell, Christi Dillon, Brittany Hunnicutt

**Members Absent:** Leigh Todd, Julia Mortykova, Kathy Shapley

### **1.0 Forum: Guest Speaker**

There were no guest speakers.

### **2.0 Call to order**

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

### **3.0 Approval of October 22, 2020 Minutes**

Dr. Bonnie Oppenheimer made the motion to approve the minutes from the October 22, 2020 meeting. Dr. Kendall Dunkelberg seconded the motion.

### **4.0 Approval of Agenda**

Dr. Hatton presented the agenda for adoption with the following additions: Teacher Education Admission deadline and ED 351 additions to secondary education and K-12 courses based on Program Review feedback, with both items being addressed after the discussion regarding Field Experience Teacher Reimbursements. David Carter made the motion to approve the agenda with the edits, and Dr. Bonnie Oppenheimer seconded. The motion was adopted.

### **5.0 Unfinished Business**

#### **5.1 TEC Revised Policy Update**

Faculty Senate is in the process of reviewing the Revised Policy. Once they have approved it, it will have to be approved by Administrative Council. However, the former TEC policy states the council can meet as needed on non-meeting months, therefore this meeting is still in compliance with policy.

#### **5.2 CAEP and Program Review Update**

Typically, CAEP Site Visit and MDE Program Review will not fall during the same time period as they did this previous year. The Program Review was a pilot launched last year and it coincided with the year of the site visit. Program Review will usually happen at a mid-way point between accreditation cycles. Dr. Marty Hatton wanted to thank everyone for their

hard work in both these processes. Due to feedback received from Program Review regarding the need to equip students in the analysis and interpretation of data related to student performance, ED 351: Educational Measurement was proposed for programs needing to meet that criteria. TEC voted electronically following the October meeting and those program changes have been submitted to MDE. This will impact the course requirements for Teacher Certification in Spanish, History, Music-Instrumental and Music-Vocal.

**5.3 Department Chair Search Update**

The job posting for the department chair search has been updated with a minimum requirement of supervision added to the job requirements. This was implied throughout the first posting, but not listed as an actual requirement. This supervisory requirement deals with the supervision of instructors and/or faculty at a P-12 or higher ed level. Most of the search committee remained on the committee, the job was reposted, and the follow up with applicants will begin within the next month.

**5.4 CAEP Site Visit Report**

A summary of our feedback from the site visit was emailed with the agenda prior to the meeting. Upon receiving the site visit report, the School of Education was to check the report for any factual errors, incorrect or misspelled names or titles, and email CAEP back within 10 days from receiving that report. Following this, there were 30 days given to submit a Rejoinder to CAEP in which any stipulations were addressed and an update was given on progress that had been made following the site visit. No new evidence was to be submitted with the rejoinder. The CAEP Board of Directors will meet in April to review and provide the status going forward. There have been several changes and improvements made to processes already and it's very important that the feedback that was received be taken seriously and appropriate changes be made.

**5.5 QAS Update**

Based on the information outlined in the QAS, committees will begin to be formed for the fall semester. In addition to the committees outlined on the QAS already voted upon by the committee, Dr. Marty Hatton suggested that the possibility of adding a committee focused on catching Dispositional Issues and working with students earlier in the program, rather than waiting until they are in their final clinical experiences. Dr. Shelley Bock stated that this vote would be looking into the need of having this committee. Dr. Erin Kemper made a motion and David Carter seconded. The motion carried.

Dr. Shelley Bock gave an update regarding the rubric work being done on the 8 Key Assessments. The goal is to have the assessments complete by March 15 so they can be tested for inter-rater reliability and validity. The goal is that these assessments will be ready for review at the TEC meeting

scheduled in April, so they can be reformatted in Taskstream and new DRFs can be built during the summer, with all new assessments ready to launch in the Fall. End of semester surveys sent from the EPP will also be reformatted for the Fall and will now be compiled in Taskstream. Dr. Brian Anderson asked how the committees would be populated. Dr. Marty Hatton explained that it would be by invitation with the Dean's final approval and there would be effort made to have good representation from various education programs on the committee.

## **5.6 GEER & W-Best Update**

Melinda Lowe gave an overview of the W-Best program. W-Best stands for Beginning Educators Support and Training. This will be a program that will be piloted in the Fall that will offer support to our first-year graduates. Go-React will be used so it can support students wherever they are placed. There will be more information coming in the near future regarding the application process and due dates.

GEER Grant was awarded towards the use of technology purposes for the School of Education. An email went out to all current students in Education for OWL-Tech Awards, which provided \$500 to help them with technological needs. 44 students (35 undergraduate, and 9 graduate) were awarded this money and emails went out to the students this week. There will be additional OWL-Tech Awards in the Fall, and perhaps the Spring if there are still funds. GEER will also provide funds for professional development for faculty, staff, and students across the entire EPP in the realm of educational technology. New PLAs and additional training within our university and community will also be provided with this grant in the realm of educational technology.

## **6.0 New Business**

### **6.1 Teacher Education Admission Deadlines**

There are three teacher education admission deadlines in which students can apply for teacher education in Taskstream: November 15, March 15, and July 15. Students can apply in Taskstream using the code on the "Who is Ready for Teacher Education" sheet. All students in the EPP should apply for Teacher Education prior to the start of their Methods courses. Applications will be processed when grades post for the current semester.

### **6.2 Annual Reporting Overview**

Each Spring, the School of Education submits annual reports to MDE, CAEP, and Title II based upon EPP-wide data. Brittany Hunnicutt shared what these processes look like for the committee. Annual Reporting for CAEP includes a narrative on progress based upon Areas for Improvement (AFI) or Stipulations based on the last site visit. Because we just completed our site visit, this narrative will not be necessary this year. However, our feedback from last year included the fact that the 8 Annual Reporting Measures that CAEP assesses in this annual report were not posted on our website. Much of the data can be found in a report MDE

provides every year, and the process has begun of gathering that data to get it posted to the website soon. This data can be helpful for recruitment and also will be the data the Teacher Education Council will be analyzing and using to make decisions moving forward.

The MDE report includes admits and completers and reports on items such as GPA, test scores, and scores from state-wide rubrics. There is a need to make sure that all these scores are being completed and recorded in Taskstream as these scores are required to be reported to MDE.

Additionally, program changes will be made based on the analysis of the data submitted from these scores, so it is important that this information be accurate and complete.

### **6.3 Art Project in Conjunction with Galleries Advisory Board**

Dr. Beverly Joyce has contacted the School of Education on behalf of the Galleries Advisory Board regarding a potential partnership with some of the programs within the EPP regarding incorporating art through WPA prints into Teacher Education, primarily but not exclusively to programs like History, Social Studies, and English. If any programs are interested in partnering with the Art Program regarding this, please reach out to Dr. Joyce.

### **7.0 Licensure Report**

No Report was given.

### **8.0 Standing Committees**

No Report was given.

### **9.0 TEC Action Items**

#### **9.1 Proposed Goals**

Dr. Hatton sent out the goals that have been adopted by the School of Education and proposed the goals be adopted EPP-wide if the committee thought they were broad based enough and would align with their programs. These are goals that could possibly be posted on the webpage of various programs within the EPP and also serve as goals to operate by when making program-based decisions. Dr. Anderson made the motion that these goals be adapted EPP-wide and Dr. Erin Kempker seconded. The motion carried.

### **10.0 Field Experience Report**

#### **10.1 Field Experience Reimbursement**

With the expectation that classes will be returning to face to face in the Fall, Field Experience Reimbursement policies will be more streamlined than in the previous semesters. Field Experience Reimbursement information can be found in the back of the University Supervisor packet. These forms should be filled out with estimated mileage expectation at the beginning of the semester and emailed to Brittany. At the end of the

semester, Brittany will follow up asking for the final form which will go through the School of Education office for approval prior to being sent to Accounting.

**11.0 Announcements**

**11.1** Due to time constraints, two important items on the agenda were not able to be discussed. These items are the action items on data regarding Key Assessment Data and the EPP Recruitment and Retention Plan using the 2020 Fall Enrollment as Benchmarks. Dr. Martin Hatton proposed that an March meeting would be necessary in order to discuss these two topics and encouraged the members of the committee to check their calendars for the first two Thursdays in March and get back with him regarding any conflicts in schedule. He will send out an email with the date and Zoom link at a later time.

**12.0 Adjournment**

The meeting adjourned at 2:39 p.m.

Respectfully submitted by Brittany Hunnicutt.