



Missouri State[™]

U N I V E R S I T Y

EPP BSED Committee & Advisory Council Meeting Minutes

September 7, 2018

I. Call to order

Dr. Tamara Arthaud called to order the meeting of the BSEd Secondary Oversight Committee at 10:00 a.m. on September 7, 2018 in Hill 200.

Committee: Tamara Arthaud, Fatih Benzer, Kim Dubree, Karen Engler, Cathie English, Andrew Homburg, Kurt Killion, JunYoung Kim, Amy Knowles, Carol Maples, Holly Metcalf, Michelle Morgan, Kimberly Stormer, and Tonia Tinsley.

II. Approval of minutes from last meeting

Minutes from April 20, 2018 meeting stand approved.

III. Updates

1. EPPC updates from the September 5 meeting
 - a. The EPP Recruitment Plan was distributed.
 - i. There are programs involved in recruitment activities that are not listed in the recruitment plan. EPPC asked that we review the plan and forward your program's recruitment activities to Vicki Kramer. The EPP recruitment plan is a living document. Every program must have a recruitment plan.
 - ii. Dr. Craig talked about programs setting their own MoGEA scores instead of the cut scores being an EPP wide decision.
 - iii. An EPPC ad hoc committee has been formed to look at potential artifacts for MEES. Dr. Engler and Dr. Homburg are collecting whatever documents are being used for programs' University Supervisors.
 1. The larger conversation is whether a unit wide artifact will be imposed. Some programs collect artifacts that are not uploaded to Taskstream.
 - iv. The MEP is no longer required.
 - v. The MEES acronym is in front of each of the formative and summative items in Taskstream.
 2. Director of Secondary Education: Dr. Karen Engler
 - a. There was a MEES training for University Supervisors on August 17 with over 80% attending. Cooperating Teachers attended the same training on August 28 with only a small percentage of 208 Cooperating Teachers attending. Other avenues are being reviewed to get the training out to all Cooperating Teachers. Springfield Schools will embed the training in their November 6 in-service day.
 - i. On August 28, a memo was received from DESE stating they would like to see University Supervisors, Cooperating Teachers and students trained together. Logistics are an issue.
 - ii. DESE's goal is that University Supervisors and Cooperating Teachers will go over rubric with students so they are aware of how they will be scored. At the moment it is a low stakes assessment but as we get feedback it will be assessed and probably modified. Dr. Engler will keep the committee updated.
 - b. There was a Program Coordinator meeting on August 17th.

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3. Director of Certification, Field Experiences and Data Management: Kim Dubree
 - a. Past students that graduated before new certification requirements enforced as of August 2017 must now meet the new requirements. Transcripts and matrices will be compared and will be forwarded to Program Coordinators for review.
 - i. Certification will be looking at the MEES scores. Sixteen is the minimum but that will change.

IV. Old Business

1. This committee had discussions last spring about culturally responsive practices in Educator Preparation coursework. The committee decided then to revisit the issue this fall and discuss potential faculty to provide presentations and consultation.
 - a. It may be better for faculty not to rely on EDC 345 only to provide cultural responsiveness training but to pressure faculty to incorporate it into their program.
 - i. It was suggested that programs meet and share what they do. Is it in the purview of this group to organize that or is it bigger than this committee?
 1. Dr. Pam Correll has presented and been published on this subject.
 2. Faculty Senate for Teaching and Learning have been active as well. Maybe we could partner with them.

Discussion. There is concern that this group may use a checklist of sorts instead of ensuring that faculty and staff are truly culturally responsive. Special training is needed for educators teaching education candidates. An action plan is needed. There has been discussion about professional development and this committee should be involved and active.

The Faculty Center for Teaching and Learning (FCTL) may be able to provide the training or we could consider an outside expert. Training needs to have strategies for the classroom. University of Missouri-Kansas City do a lot with cultural responsiveness. We might start there. COE has beginning teacher seminars. We may be able to integrate what is useful. The problem is that not all schools participate. The premise should be that we are embedding cultural responsiveness and not just perpetuating the same thing. It is critically important that this be sustained. It may take two or three workshops a year to get it truly embedded. We want to avoid checking off the "diversity box." Dr. Engler suggested that we ask Dr. Pam Correll to be part of the Advisory Council so we can have our own training in partnership with our stakeholders. The committee is supportive.

- a. Action step ideas:
 - Stipends
 - Share with EPP and possible build into a broader initiative
 - Dr. Stormer will approach Dr. Correll before the committee approaches Dean Hough or Dr. Craig to get approval for the training and costs.
 - Advisory Council will be scheduled for an afternoon in February
2. There are some updates on the course description recommended changes.
 - a. SEC 302: We need to get back to Dr. Emmett Sawyer with the changes we want to see.
 - i. There were a few exceptions last spring for students in SEC 302 because they had not taken their MoGEA in enough time for scores to be released before registering for the fall semester. A note has been added when students register for SEC 302 notifying them to take the MoGEA early.
 - b. EDC 350: No action yet.
 - c. EDC 345: Change is at College Council level.
 - d. SPE 340: Changing to 30 credit hours and 2.5 GPA as prerequisites.

Discussion. If programs decide to change their MoGEA cut scores; how would that effect the exception process? The process would become unnecessarily complex. Programs have always had the ability to set their own cut scores. Dr. Craig was just making faculty aware of it. MoGEA scores are not very meaningful. We do a good job with our GPA requirements. There are no programs in BSEd that are considering changing their MoGEA cut scores.

V. New Business

1. MEES
 - a. Dr. Engler brought extra MEES training folders for faculty that want one.
2. Transition Point One table
 - a. Dr. Engler developed this document because a report that Secondary Education ran showing how well students did in all transition points.

- There are eight classes where students can meet all Transition Point One requirements.
 - The document shows what is required for admission to Teacher Education in the first section. It is the instructor of record that should be ensuring all required items are being completed by the student. EPPC makes the final decision to admit the student.
 - The second section of the document lists the items students must complete to receive Transition Point One. Transition Point One is supposed to be completed before the student begins student teaching but students are student teaching before the receive Transition Point One approval.
 - A confusing issue in the Transition Points are that items listed are not necessarily items required. Some items may be fore assessment only and not a Transition Point requirement.
 - The document was sent electronically to all Program Coordinators. Please contact Dr. Engler if you need a copy.
3. New placement system for practicum and student teaching – Kim Dubree
 - a. The new practicum placement tool is almost complete. Once it is ready, everyone will see everything about the student. This tool will enable Kim’s department to track all placements, not just the students placed from her office. The database is still in development. If you notice an issue, please contact Kim and she will work with the developers to make it more user friendly. Kim did a demonstration of the new practicum placement system.
 - There is a Mandated Reporter Training link available to on the Student Tab or Human Resources website.
 - b. John Reinert emails reminders to students at least twice before the semester begins notifying them of requirements that need to be met. He includes specific instructions and lets them know they can confirm completion in Banner Test Scores. After the semester begins, John emails the instructor.
 - c. Kim distributed a Compliance Document Spreadsheet to the committee.
 - A key is sent with the email on how to read the spreadsheet.
 4. Please contact Dr. Arthaud if interested in attending the Living Learning Community (LLC) for teacher education. Dr. Arthaud can email the committee to notify them of majors for their program. There are a lot of freshman students so they have not yet chosen a major. It is an opportunity to connect students to volunteer opportunities in teacher education. Dr. Arthaud will send the committee the contact information.
 5. Dean Hough writes a blog that anyone can subscribe to. It is available on the COE website. An email is sent notifying of every update. Vicki Kramer can forward it to the BSEd Committee.
 6. The committee confirmed that meeting at 10:00 a.m. for the fall semester will work.

Dr. Tamara Arthaud adjourned the meeting at 11:55 a.m.
 Respectfully submitted by: Vicki Kramer