



Missouri State
U N I V E R S I T Y

***EPP BSED Committee
Meeting Minutes***

October 18, 2019

I. Call to order

Dr. Tami Arthaud called to order the meeting of the BSEd Secondary Oversight Committee at 12:35 p.m. on October 18, 2019 in Hill 300.

Committee: Tami Arthaud, Jamie Atkinson, Fatih Benzer, Karen Engler, Heidi Hadley, Andrew Homburg, Junyoung Kim, Kewman Lee, Carol Maples, Debra Price, Gay Ragan

II. Approval of minutes

September 20, 2019 meeting minutes stand.

III. A Doodle Poll was sent to the committee to help decide on a new meeting time that would accommodate more committee members. Only five or six responded. Vicki Kramer will forward the Doodle Poll again. The committee was asked to respond by Friday, November 1.

IV. Updates

1. EPPC Updates

- a. Dr. Craig talked to the EPPC about an incident with one of our practicum placements at a local school district. The student was not familiar with the policy and, unintentionally, violated a district policy resulting in some strong consequences. There are some recommendations to prevent this from happening again.
 - i. Professional Education Services will require a checkbox that must be ticked by the student stating they are aware, have read, and understand, the district's policy where they are placed for practicum and/or student teaching. This will be located with other compliance documents, e.g., Teacher Education Contract, Dispositions Checklist, etc.
 - ii. Guidance should be provided by whoever the student is placed with.
 - iii. A review of the Missouri Safe Schools Act may be helpful.
 - iv. This may be a topic of discussion at the next BSED Advisory Council.
- b. CAEP interview teams are being contacted with interview dates. Students, community partners, faculty, etc. have been contacted.

2. Director of Secondary Education: Dr. Karen Engler

- a. As a follow up to a request made at the September BSED Secondary Oversight Committee meeting; the EPPC agenda will be posted on the EPP website the same day the meeting notice goes out to all of EPPC.
- b. There is statewide discussion about what should take place if students do not score a 42 on the MEES. A group is being composed to discuss how it should be handled.

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- i. University Supervisors and Cooperating Teachers should review how students are doing at mid-term and assist them so they can pass.
 - ii. We need an action at MSU as to how to handle this issue.
 - c. There have been some changes in Professional Education course offerings. (A schedule was distributed to the committee.)
 - i. There is an evening seated section for SPE 340 for the fall and spring semesters in addition to the online section.
 - ii. The waitlist cap used to be 200 but has been reduced to 30. Students need to get on the waitlist as soon as possible.
 - d. The EPP Transition Point 1 Requirements for Undergraduate Programs has been updated to reflect the ACT and MoVECHS changes. (The documents was distributed to the committee.) This document shows the requirements that must be met to be admitted to Teacher Education and receive Transition Point 1. We still see a few students that get admitted to Teacher Education that are not ready for TP1 approval.
 - e. There are new instructors for SEC 302. Dr. Engler visited with the students in their classrooms and talked to them about MoVECHS, admission to Teacher Education, the MoGEA/ACT changes, Transition Point 1, Taskstream items, etc.
 - i. Vicki Kramer will email the documents to the committee.
- 3. Director of Certification, Field Experiences and Data Management: Kim Dubree (absent)
 - a. No report.

V. Old Business

- 1. At the September meeting, this committee expressed concern about not building on data collected at prior Advisory Council meetings. The next Advisory Council meeting will be based on last year's feedback. Culturally responsive teaching was going to be part of the next agenda, but the person coordinating it is no longer with MSU. Dr. Hadley volunteered to go forward with that piece. Dr. Hadley and Dr. Arthaud will meet to discuss. Dr. Arthaud will forward the reading used last year to the committee.
 - a. Dr. Maples offered a shortened version of, "Shattering the Silence," performance for Advisory Council.
 - b. Dr. Arthaud will forward the May 3 Advisory Council minutes to the committee to review and discuss at the November meeting.
- 2. Pages 29 and 30 of the Secondary Education Handbook were brought to the committee to review at the September meeting with a vote to take place at this meeting. Discussion took place as to why this would need BSED or EPPC approval. Updates include ACT and MoVECHS changes.
 - a. A concern was brought up that the committee does not act on ideas or input from the Advisory
 - b. Motion to remove BSED and EPPC approval requirement for pages 29 and 30 of the Secondary Education Handbook. Dr. Arthaud called for the vote. Approved.

VI. New Business

- 1. The committee needs to begin making plans for the spring 2020 Advisory Council meeting.
 - a. A list of Advisory Council participants was distributed to the group to review and provide updates. Updates should be emailed to Vicki Kramer and include content area of each participant. Deadline to get updates to Vicki is November 22, 2019. A final draft will be shared at the December meeting.
 - b. The committee made a decision to change the February BSED and Advisory Council meeting to February 28 from 12:30 to 3:30. Vicki will reserve the location.

2. A committee member expressed an interest in being involved with Strategic Enrollment Management Council. Other volunteers are needed. If interested, please complete the MSU Strategic Enrollment Management Plan Interest form online.
 - a. Dr. Engler is on the Communications and Marketing subcommittee with Rhonda Bishop. This committee also needs volunteers. They are currently working on developing focus groups to collect data on how to remove barriers to higher education.

3. There was a situation where a student completed EDC 345 and received an “A” grade but when the student was ready to student teach, it was discovered that the student’s Taskstream assignment did not meet the requirements. This has happened to other students. If this is not an assessment, why is it in Taskstream?
 - a. EDC 345 is a course assessment, not a unit wide assessment. It is uploaded into every program because EDC 345 is required for all students.
 - b. Dr. Engler tracks all Taskstream items required as unit wide assessments for all secondary students.

Dr. Tami Arthaud adjourned the meeting at 2:00 p.m.

Respectfully submitted by: Vicki Kramer