



# Missouri State<sup>™</sup>

U N I V E R S I T Y

## ***EPP BSED Committee Meeting Minutes*** March 10, 2017

### **I. Call to order**

Michelle Morgan called to order the regular meeting of the Bachelor of Science in Education Committee at 1:33 p.m. on March 10, 2017 in PSU 308.

Present: Tamara Arthaud, Fatih Benzer, Karen Engler, Andrew Homburg, Kurt Killion, Danielle Lillge, Carol Maples, Holly Metcalf, Michelle Morgan, Gayle Runke, Gigi Saunders, and Tonia Tinsley.

### **II. Approval of minutes from last meeting**

Minutes from February 10, 2017 stand approved.

### **III. Updates**

#### 1. EPPC:

- a. The CAEP workgroups list was distributed at the last EPPC meeting. If you were not on the list and would like to volunteer, please do as it is important for us to have K-12 Secondary Education representatives participating. If interested please contact Vicki Kramer. Thank you to those that have already volunteered.
- b. There will be a meeting for Program Coordinators this spring to give an overview of the CAEP report writing.
- c. Dr. Sottile reviewed the Unit-Wide Assessments List. The Candidate Impact on Student Learning we developed was not what was needed and is not being used for the core assessments. It may be used for individual programs if needed.
  - Michelle requested pieces of data from the tiered report sent out by Dr. Sottile per the request of the committee.
- d. EPPC needs a new chair-elect. Please consider the position.

#### 2. Director of Secondary Education: Karen Engler

- a. The Secondary Education core DESE matrices went out yesterday and were copied to Program Coordinators. There was a corrections for the music matrix. Once corrected, it will be resent to Program Coordinators. The middle school matrix was not quite finished so it did not go out. If it is finished, it will go with the submission with a letter of explanation.
- b. DHH was approved. The program is very complex. DESE wanted five more courses added. The courses were not added because everything met the required competencies.
- c. MoPTA Tasks 2 & 3 are due on March 22 by 1:00 p.m. CST.
- d. Volunteers are need to represent Secondary at a couple of events. The first is March 25 from 9 a.m. to 2:00 p.m. Please send an email to Karen Engler or Vicki Kramer if you are interested. The second event is Transfer Day. Dean Hough made sure Secondary would be a part of this. Karen is representing Secondary but programs that have a high student interest should consider attending. It will be at the Welcome Center. This event is also seeking secondary students to sit on a morning panel. If you know a student that is interested, hopefully a transfer student, please send their name to Vicki. Also, there are some students that are travelling quite a distance and they may want to meet with an advisor. Willing advisors would need to be available between

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2:00 and 5:00 p.m. and the student might go to your office or the advisor may come to the advisement center. COE is still deciding if this will be offered. If interested, please notify Karen Engler or Vicki Kramer.

- e. There are questions about MEES and the section the principal is responsible for completing. What are programs going to do to ensure we get that data? We must have a 60% return rate in order to get a score. The 60% is based on surveys received and not principal observation. There is a form with a link. Once the link is clicked and the survey completed; it can be submitted electronically. The link is in the email that was sent to field instructors. Karen Engler will forward it to the Program Coordinators. Discussion. Principals would be getting emails from multiple supervisors from every program. The student's M# must be included.
  - There are four quality indicators the principals weighed in on that need to be discussed at the April Advisory Council. Discussion regarding concerns about supervisor workload. Discussion.

#### **IV. New Business**

1. No new business.

#### **V. Old Business**

1. Advisory Council is scheduled for April 21 from 1:00 to 3:00 p.m. with a business meeting immediately after until 3:30 p.m.
  - a. The data information from James Sottile was distributed. The handouts were MoCA by semester, STEPS dispositions outcomes, and the MEES summative assessment for each program. Michelle Morgan will also distribute the handouts via email. Discussion as to how we should use the data at the April meeting.
  - b. EPP Assessment Committee will suggest some questions.
  - c. The format of this meeting is to demonstrate to CAEP as a focus group for impact on student learning and engagement with our partners. Discussion.
  - d. There is a challenge creating a core group due to constant shifting. The advisory group have a baseline of data and keep options open for additional data. Discussion.
  - e. The format of the meeting will be set up for small group discussions and then reporting. We need to find ways to improve follow up. This may need to be formalized for CAEP.
    - We can request James Sottile to be present to answer questions regarding data.
    - A moderator might be needed to take us through the meeting to know what data to collect. Discussion.
    - The data needs to be meaningful. MEES data in a more aggregated way would be helpful. Discussion regarding format of questions and meeting.
    - Invitations will go out after spring break.
2. AAT and EDC 345 were discussed at the last EPPC meeting. Meetings have taken place between MSU and OTC about the course OTC is developing, EDU 222. PEU code is 016. Discussion. Jamaine is working on a document that demonstrates a clear path as to how AAT agreements should move. It will be modeled on past AAT agreements.
  - a. EDC 345 was specifically designed in response to CAEP concerns. There is a draft resolution from the Assessment Committee. Discussion. There is a meeting with the EPP Executive Committee, Frank Einhellig, and Chris Craig to discuss whether changes can be made considering the AAT is a draft document. Discussion about the core will take place after the meeting with Frank and Chris.
  - b. BSED needs to consider a separate resolution.
  - c. Discussion as to whether BSED should formally vote to not change the core.
  - d. Motion to accept the resolution in spirit and will vote on final resolution. Second. Discussion. Motion passed.
3. The Introduction to Teacher Education Ad Hoc Committee needs volunteers. Contact Michelle Morgan if you are interested.

#### **VI. Adjournment**

Michelle Morgan adjourned the meeting at approximately 3:29 p.m.  
Respectfully submitted by: Vicki Kramer