



**Missouri State**  
UNIVERSITY

***EPP BSED Committee & Advisory Council  
Meeting Minutes***

February 9, 2018

**I. Call to order**

Dr. Danielle Lillge called to order the meeting of the Bachelor of Science in Education Committee and Advisory Council at 10:05 a.m. on February 9, 2018 in GLAS 350.

Committee: Tamara Arthaud, Fatih Benzer, Kim Dubree, Karen Engler, Andrew Homburg, Danielle Lillge, Carol Maples, Michelle Morgan, Linda Moser, Gayle Runke, Gigi Saunders, Kimberly Stormer, and Tonia Tinsley.

Advisory Council: Natalie Caldwell, Kim Cline, Martha Doenning, Cyndie Everson, Wendy Jensen, Kodi Logan, Beth McIntyre, Karla Spear, Lindsey Swartz, Ann Wallenmeyer, Jeff Wead, Michelle Wityk

Guests: Travis Marler

**II. Welcome and introduction for Advisory Council**

Dr. Lillge welcomed the group and explained the broad purview of the BSEd Secondary Oversight Committee. The committee discusses assessment data as one of their duties. This year MSU has a new assessment designed by our assessment team. It is an Exit Survey given to student teachers prior to their graduation. It was designed in alignment with the state assessment given to graduates during their first year of teaching. Travis Marler will review the data with the group.

Travis Marler introduced himself and talked about the scope of his responsibilities. A list of thirty-nine Exit Survey statements was distributed to the group. Student teachers ranked their confidence in their preparation to accomplish or enact each statement. The state data is not disaggregated by program; however, the University data can be disaggregated by program. The survey is replicated from part one of the DESE survey. There were 217 student responses for Fall 2017 student teachers. Results of the University Exit Survey were similar to those across state teacher preparation institutions and to the DESE survey results of teachers a year after graduation.

Dr. Lillge distributed worksheets to breakout groups to discuss and record ideas on how the data is useful. The groups are to prioritize two items that are most pressing with possible actions that MSU can take.

Small group discussions concluded at approximately 10:56 a.m. Dr. Lillge asked each person of the group to introduce themselves and the group share one of priority areas their group discussed. Dr. Lillge thanked the groups for reminding us of the efforts they make in their schools and districts to help us understand what beginning teachers are struggling with. Completed sheets were collected for summary.

The Advisory Council concluded at 11:10 a.m. The BSEd business meeting began immediately after.

**III. Approval of minutes from last meeting**

Minutes from January 19, 2018 meeting stand approved.

**IV. Updates**

1. EPPC: Dr. Danielle Lillge

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- a. Dr. Craig shared a PowerPoint that was emailed after the February 7 EPPC meeting. The gist of the conversation was about MoCA performance and implications. The challenge is to be concerned collectively and consider risk management and what is best for students.
    - i. Performance is tied to Title II funds.
    - ii. It could strengthen APR data.
    - iii. The state is proposing a new process where funding is allocated and then we must earn additional money and that can only be done by meeting the performance mark. Education has not recently been a part of that but it is moving toward including education in those performance indicators.
    - iv. Dr. Craig spoke to the historical work of PRAXIS and MoCA.
    - v. If the unit requires MoCA to be passed before passing student teaching, what exceptions would that entail.
  - b. The Diversity Committee had a discussion about the EDC 345 assessment which will continue in March.
  - c. Dr. Homburg may contact some of the committees to update EPP website information.
  - d. There is summer writing retreat in July for the CAEP report.
  - e. The MoPTA website is down for maintenance for portion of time when students need to submit Task 1. It is impacting the students in trying to meet the deadline.
2. Director of Secondary Education: Dr. Karen Engler
- a. Last month Dr. Engler talked about MoCA testing not available on campus so students tested at OTC where the testing environment was less than optimal. There was a telephone conference with Pearson Vue. They will not offer MCL testing at MSU.
    - i. Pearson Vue must work with DESE to set testing window times. Once it is decided what we are doing with MoCA, speak with Dr. Engler regarding best testing window and she will advocate to the testing center.
    - ii. EDC 150 has a description change going through the workflow. It will not change in enough time to be in the fall 2018 catalog. Students may be confused as to whether they should take the course. Only students transferring PEU 015 must take the course. Dr. Engler will email Program Coordinators a reminder.
    - iii. Faculty were not notified that MoPTA submission was going to be down for maintenance. This effects the entire unit. Dr. Homburg will follow-up. Registration closes February 12 for Task 1 and submission deadline is February 13.
    - iv. Dr. Engler has been meeting with COE regarding University Supervisors (per course supervisors) and looking at going through the HR process to ensure background checks.
3. MoCA discussion centering around the lack of practice and/or prep materials took place. There is a window for an online study guide. There are not guidelines for all areas. This issue will be brought up at EPPC. The cost of testing will be brought forward to the Affordability Committee.
- There is a question about the recency rule. Holli Sheller from DESE said there is no recency rule. The committee needs to confirm. If recency rule is currently applied, we need to know exactly when the two year time window begins. Dr. Sottile has stated in the past that it starts when a student takes the MEP but we need clarity.
- Dr. Homburg is putting together an Ad hoc committee to address the MoCA issue. Program representatives need to convey how this affects programs.
4. Director of Certification, Field Experiences and Data Management: Kim Dubree
- a. The Student Teaching Handbook committee needs a secondary representative. It is for one meeting only that is scheduled for April.
  - b. The program for student teaching application approval is online. A direct link will be added to the Teaching & Advising tab. Kim Dubree will send the link to the committee.

## V. New Business

1. Student Teaching Exit Survey
  - a. Vicki will compile the information from the small group meetings that took place during the Advisory Council meeting. The committee will revisit in March and have a discussion about what was learned and what will be useful to come up with a concrete action item. The action item should be fully articulated by the April committee meeting.

2. Program Data presented by Travis Marler

- a. Travis explained the Unitwide data for a single program stating that each program will be able to run the same program specific reports in Taskstream. A Taskstream demonstration is scheduled for April 5. The Committee will determine in April whether further Unitwide data would help in the development of the data action plan for the coming year when they review the Advisory data in more detail.

**VI. Old Business**

1. No report.

Dr. Danielle Lillge adjourned the meeting at 11:59 a.m.

Respectfully submitted by: Vicki Kramer