



# Missouri State<sup>™</sup>

U N I V E R S I T Y

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

October 5, 2018

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

Dr. Tamara Arthaud called to order the meeting of the BSEd Secondary Oversight Committee at 10:05 a.m. on October 5, 2018 in Hill 200.

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

Guest: Gay Ragan

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

Minutes from September 7, 2018 meeting stand approved.

### **III. Updates**

1. Director of Secondary Education: Dr. Karen Engler
  - a. DESE has a new form for the matrices. Programs that make changes must use the new form. Course syllabi is still required but the requirement to highlight changes has been nixed. Course descriptions are required.
  - b. Dr. Michelle Morgan is sitting on a committee with Pearson to revise the MoCA. Social Sciences' six assessments have now been scaled down to one assessment.
  - c. At the August 2018 Program Coordinator meeting, Dr. Engler provided reports of student teachers and missing Taskstream requirements. Dr. Engler will continue to communicate with all programs on what their students are missing.
  - d. There was a meeting to discuss the University Supervisor Applicant challenges and possible solutions. A follow up meeting will involve Human Resources and Dr. Einhellig for resolution.
  - e. A Willard High School principal contacted Dr. Engler with a suggestion. The district is trying to resolve a substitute shortage with MSU student teachers that already have their sixty hours. Students could substitute for half a day or do other work in the district. Could it be tied to a course?
    - i. MSU is trying to cut back on student hours.
    - ii. It may be a good idea if we can keep it within practicum hours. Or stay within practicum and substitute if the opportunity comes up. Substituting is separate from the practicum.
    - iii. Service Learning may be an option. Students would need to be engaged in the classroom and not be involved in other duties such as copying, etc.
    - iv. Art, Special Education, and Mathematics are interested. Mathematics wants their students involved only with mate related activities.
    - v. A strong relationship already exists with Willard and MSU.
    - vi. Similar activity may work in other districts.
    - vii. This is a good topic to discuss at the next Advisory Council.
    - viii. A clear plan is needed before considering. Willard is looking for flexibility. Service Learning needs to be engaged with content.
  - f. Another MEES training is scheduled for Cooperating Teachers with Springfield Public Schools. It is scheduled from 1 to 3 p.m. and has room for thirty-five.

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- i. Dr. Michelle Morgan sent a template for a MEES artifact from her program. If you have a template, please email it to Dr. Karen Engler.
  - ii. Students are not invited to the Cooperating Teacher training. A link to the orientation video will be sent to students asking them to watch the first nine minutes.
2. Director of Certification, Field Experiences and Data Management: Kim Dubree (absent)
  - a. Dr. Engler reported that students may receive financial assistance with vouchers. Vouchers are available now. There are requirements to qualify.

#### IV. Old Business

1. The committee is revisiting the issue of culturally responsive practices in Educator Preparation coursework.
  - a. The committee discussed inviting Dr. Pamela Correll for Advisory Council at the September meeting. Dr. Stormer talked about a series of workshops for faculty. How does the committee want to organize this?
    - i. At the last meeting, Dr. Stormer suggested that we become familiar with some literature. A list of titles would be helpful as a first step to read and then discuss.
    - ii. It may be better to focus on a meeting group as a professional community learning and reading as volunteers. The activity could be presented to Dean Hough at a later date to include in the CAEP report. This could be an added item in the CIS seminars.
    - iii. The issue of diverse learners was a hot topic that came out of our last Advisory Council. Dr. Arthaud will review last year's Advisory Council notes. The committee wants to avoid a workshop at Advisory Council because we are trying to learn, not teach.
2. Updates on course description recommended changes
  - a. SEC 302 – Attempting to change to 30 hour prerequisite requirement instead of 45 and keep the GPA at 2.5. A meeting with Dr. Sawyer is in the works.
  - b. EDC 350 – Meeting with Dr. Sawyer before moving forward.
  - c. SPE 340 – Changing to 30 credit hours and 2.5 GPA prerequisite. It is currently moving forward in CLSE.
  - d. EDC 345 – Adding prerequisite of EDC 150 or SEC 302 or CFD 260 or ELE 302 or SPAE 310 or KIN 200 or MUS 200 or concurrent enrollment.
3. The committee needs to select a date and time for the spring BSED Advisory Council and begin the process of selecting council members. The meeting needs to take place in the afternoon to accommodate schedules. Vicki Kramer will send a list of last year's invitees for review and revision. Dr. Arthaud will work on recruiting from upcoming meetings.
4. Teacher Education LLC 2018-2019 update
  - a. The group met this year with the Dean. Students stayed and conversed and share information.
5. *Hough Post* update
  - a. A link to access *The Hough Post* was emailed to the committee. You may subscribe to the blog post.

#### V. New Business

1. Continuous Improvement Seminars
  - a. Multiple documents we're distributed at the COE CIS meeting yesterday, October 4. Discussion took place about whether Secondary needed to answer the questions.
    - i. Dr. Homburg is going to fill in some of the blanks of the form for each program based on EPPC Program Review information. The form will then be emailed to the respective program for review and input and to ascertain if the program wants to add more information.
    - ii. Not all questions need to be answered. Questions may be added that are pertinent.
    - iii. Completing the form is not optional but it also was not mandated. Dean Hough is not going to mandate participation of Secondary programs.
    - iv. A request for data can be sent to Karen and Dean Hough, if data is not readily accessible, and data will be provided.
    - v. It is difficult for faculty to attend the CIS meeting since they are typically held at a time when most faculty teach. There needs to be a method of consistent, dissemination of information. It was suggested that a regularly scheduled CAEP accreditation group meet for updates.

- vi. A definitive answer is needed as to whether this is required. COE has done it. It is not known what exactly CAEP will be looking for. We do not want to appear as uncooperative.
- vii. Documents distributed at the COE CIS meeting were not sent electronically. Dr. Arthaud will forward to the committee along with examples.
- viii. The question was asked repeatedly if this must be done by secondary programs. Dr. Engler consistently answered that nothing is being required of programs at the moment, but Dr. Homburg will be meeting with programs individually to add information to the CIQAPP form in addition to the information that he is adding from the Program and Review Committee questions.
- ix. Dr. Arthaud will forward all CIS documents from the October 4 meeting to the committee.
- x. It was noted that this is not an agenda item for the next EPPC meeting.

Dr. Tamara Arthaud adjourned the meeting at 11:55 a.m.

Respectfully submitted by: Vicki Kramer