



Missouri State
UNIVERSITY

***EPP BSED Committee
Meeting Minutes***

September 20, 2019

I. Call to order

Dr. Karen Engler called to order the meeting of the BSED Secondary Oversight Committee at 12:33 p.m. on September 20, 2019 in Hill 300. Dr. Karen Engler is filling in for Dr. Tami Arthaud.

Committee: Jamie Atkinson, Fatih Benzer, Kim Dubree, Karen Engler, John Gram, Heidi Hadley, Andrew Homburg, Jim Hutter, Kurt Killion, JunYoung Kim, Kewman Lee, Debra Price, Gay Ragan, and Tonia Tinsley.

II. Approval of minutes

May 3, 2019 meeting minutes stand.

III. Updates

1. EPPC Updates

- a. We were provided a 2+2 Transfer Guide updates with OTC. Most of COE is completed and other programs are completed or in progress.
- b. EPPC received an overview of the Re-think Education Conference from the previous week.
- c. Judy Gregg provided a CAEP update.
 - i. The self-study was submitted with substantial additional documentation to support our accreditation.
 - ii. CAEP Team is visiting the campus November 3-5, 2019. Faculty input may be needed when the CAEP Team visits. You will receive a specific request if that is the case.
- d. All teacher education candidates were approved.
- e. All course and program revisions were approved.
- f. There are revisions to the Diversity Proficiencies Rubric that were share at EPPC and will be up for a vote at the October EPPC meeting.

2. Director of Secondary Education: Dr. Karen Engler

- a. Bear in Every Building (BIEB) is an initiative through COE and involves Secondary Education. Rhonda Bishop is in charge of the program. Dr. Engler distributed one list for the committee to review to see which teachers (former SEC program students) are already a BIEB.
 - i. A flyer will be forthcoming to share with other potential BIEBs.
 - ii. Dr. Engler will forward the spreadsheet with the names to the committee.
 - iii. Rhonda Bishop is attending conferences. If there are any conferences specific to secondary education that Ms. Bishop might attend, please let Dr. Engler know.
 - iv. The Program Coordinator list was distributed and the committee was asked to highlight who the initial contact person should be.

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- b. Flyers for the FAST TRACK Workforce Incentive Grant were distributed. Dr. Engler will send Program Coordinators the information electronically. Vicki Kramer will forward to the BSED Committee.
 - i. Individuals 25 years of age or older, or younger than 25 and who have been out of college for the last couple of years are eligible.
 - ii. Admissions is working on a list of students that will qualify.
 - iii. Funding is based on income.
 - iv. The grant is tied to the student's job. If the student is not employed in the state of Missouri for three years, the grant turns into a loan. Specific programs only are eligible for FAST TRACK grant money.
 - c. Daniel Hellman is on the MoSPE Committee. The APR/MEES Workgroup has been combined with the MoSPE Committee. Feedback on MoSPE revisions will be reviewed at MACTE in October. The workgroup will meet again and decide on the proposed revisions.
 - d. Bear Pantry is available to all students. There are no qualifications to access.
 - 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.
 - f. Dr. Engler is on a Strategic Enrollment Management Marketing and Communications Council. There will be sub-committees for this council. If anyone would like to participate, or know of anyone that would like to participate, please let Dr. Engler know.
3. Director of Certification, Field Experiences and Data Management: Kim Dubree
- a. Pearson Fee Waiver Vouchers are available. There are \$50 and \$75 vouchers to help offset MoGEA or MoCA registration costs. This will help student that did not get a composite score of 20 or more on the ACT and must have the MoGEA for admission to Teacher Education. There is a specific amount of vouchers set aside for those students.
4. CAEP Update: Dr. Barri Tinkler, Associate Dean
- a. Dr. Tinkler is working on a schedule for the CAEP Team visit on November 3-5.
 - i. Faculty will be asked to participate in these interviews. We are looking for representation of all programs. If you are contacted to participate, you will be provided with preparation for the interviews. A draft is in the works and invitations will be sent soon.
 - ii. Concern was expressed about prepared answers. Dr. Tinkler emphasized that no participants in the CAEP interviews are provided prepared answers. The preparation is a foundation as to what to expect in the interview, and what questions to expect from the CAEP Team. The expectation is that all those interviewed will answer the questions candidly. The questions will focus on those items identified in the formative feedback report. Our focus is using data for continuous improvement.
 - iii. Faculty will be asked for names of students for the CAEP interviews. We are looking for students three years out that are employed and current students. We are also looking for employers of recent graduates.

IV. Old Business

1. All course changes have been approved: SEC 302, SPE 340, and EDC 345.
2. The BSED Committee and Advisory Council meeting was May 3, 2019. Dr. Engler asked if the committee had any questions or would like to discuss anything from that meeting.
 - a. A concern was brought up that the committee does not act on ideas or input from the Advisory Council.
 - b. The committee decided they will review the May 3 minutes and discuss ideas at the October 18 BSED Committee meeting.

V. New Business

1. A BSED Secondary Oversight Committee Chair and Chair-elect are needed. Dr. Arthaud will continue as chair, for the fall semester, if there is a Chair-elect. The previously elected chair has left our campus. Debra Price volunteered for Chair-elect.
 - a. There was a motion to accept Debra Price as BSED Chair-elect for 19-20. Second. Discussion. Motion carried.
2. Dr. Tonia Tinsley will be on sabbatical beginning spring 2020. We need a volunteer to take her place on the Scholarship Committee. John Gram volunteered.
3. BSED Committee meeting times need to change. A survey will be sent out asking for best times to meet.
4. The practicum requirements in the Secondary Handbook need to be updated to reflect MoVECHS and ACT/MoGEA changes. Dr. Engler and Kim Dubree will work on updates and bring to the next BSED Committee meeting in October.
5. Dr. Killion is on the Advisory Committee as the secondary representative. Dr. Killion would like to know if he should be reporting out at this committee meeting. Some items discussed at the Advisory Committee include Core 42 and the new Missouri civics exam requirement.
6. Some of the committee are interested in taking the online MEES Training so they know what is expected from those they work with. Kim Dubree will send the training link to all that requested it.
7. Dr. Killion expressed concern regarding notification for curricular proposals. Program Coordinators may want to receive the EPPC meeting notice and attachments with past minutes for information purposes. Dr. Engler will check protocol. Dr. Killion suggested the meeting notice be sent out to all of EPP.
8. Dr. Tinsley is on the Committee on Diversity for 19-20. The first meeting was September 11. The committee is small and needs better representation from across the campus. If anyone is interested in serving on the committee, please contact the chair, Nate Quinn.
 - a. The committee is currently working on revising the Diversity Proficiencies and will be reviewing the Strategic Plan.
9. The next BSED Committee meeting has been moved from October 11 to October 18.

Dr. Karen Engler adjourned the meeting at 1:48 p.m.

Respectfully submitted by: Vicki Kramer