



Missouri State[™]

U N I V E R S I T Y

EPP BSED Secondary Education Oversight Committee Meeting Minutes

November 5, 2021

I. Call to order

Dr. Karen Engler called to order the meeting of the BSED Secondary Oversight Committee at 1:01 p.m. on November 5, 2021 via Zoom.

Present: Brandon Aigner, Karen Engler, Heidi Hadley, Kurt Killion, Junyoung Kim, Kewman Lee, Carol Maples, Holly Metcalf, Julia Novakowski, Juli Panza, Gay Ragan, Tonia Tinsley

Guests: Katrina Chavez, Barri Tinkler

II. Approval of minutes

October 15, 2021 meeting minutes. Minutes approved as amended.

Dean Barri Tinkler addressed the committee regarding a shortage of substitute teachers. The College of Education will send an email to school districts about posting positions on the student employment website. COE will encourage their students to substitute as it will help the school and provides experience for the student. Dean Tinkler asked that programs consider encouraging their students to substitute if their department is comfortable with it. Barri also discussed an increased need for Teacher of Record and encouraged programs to consider this additional support for our school partners for student teachers who were capable of this reduced level of support.

III. Reports

1. EPPC Updates as discussed on November 3, 2021
 - a. There was a diversity presentation with Heidi Hadley, Stephanie Huffman, and Judith Martinez. Materials were shared with EPPC.
 - b. Changes to the Teacher Candidate Disposition Referral form and Teacher Candidate Developmental Plan were voted on and approved.
 - c. MEES is at 93% completion.
 - d. There was vote on restructuring some of the EPPC subcommittees. All passed.
2. Secondary Education – Karen Engler
 - a. There is a small subgroup working on updating the Teacher Education program in the catalog. They met this week and will meet again next week. Recommended changes will be brought to BSED for review before going forward to EPPC.
3. Co-director, Professional Education Services-Advisement – Juli Panza
 - a. MEES is at 93% completion.
 - b. Gail Eubanks has resigned. A search will be posted. Amanda Byrd will work with placements temporarily. The goal is to fill the position before February 1, 2022.

IV. Curricular Workflow Presentation – Katrina Chavez

1. Katrina Chavez, Assistant Registrar-Course and Curriculum Management, presented the curricular workflow process to the committee and had Q & A afterwards. The session was recorded and will be forwarded to the BSED committee.

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901 South National Avenue, Springfield, MO 65897 • Phone: 417-836-6204

www.missouristate.edu/epp • epp@missouristate.edu

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V. Old Business

1. BSED needs a Chair-elect for 2021-2022.
2. The Advisory Council list was sent to BSED committee members. Please update and send back to Vicki Kramer by the first week of December.
3. The non-certifiable approval process form is still in progress.

VI. New Business

1. Dr. Tonia Tinsley will not be on the scholarship committee and needs a replacement.

Dr. Karen Engler adjourned the meeting at 2:20 p.m.

Respectfully submitted by Vicki Kramer