



# Missouri State<sup>™</sup>

U N I V E R S I T Y

## ***Educator Preparation Provider Executive Committee Meeting Minutes***

November 29, 2017 | 3:30 p.m. | Carrington 209

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

Andrew Homburg called to order the regular meeting of the Educator Preparation Provider Executive Committee at 3:31 p.m. on November 29, 2017 in Carrington 209.

Present: Chris Craig, Karen Engler, Adam Harbaugh, Andrew Homburg, James Sottile

### **II. Approval of minutes**

The minutes from November 1, 2017 meeting were approved. Minutes stand.

Dr. Engler asked that it be noted that agenda items 1.e and 4.c.i were not forwarded to the November EPPC meeting.

### **III. Program Review**

The final Program Review document has been distributed. There was a pilot in early November with History and CSD. Other programs will be scheduled after our return from winter break. The form is completed by the Program Review Committee. Answers will be recorded and typed as minutes so no one will need to write a report. All reviews will be reported at EPPC meetings. Program Coordinators may provide additional written documentation if they choose. The document and schedule will be attached to December EPPC meeting announcement. The Program Review Committee consists of Rebecca Woodard (Chair), Daniel Hellman, Michelle Morgan, Kim Finch, Debra Price, and Kurt Killion.

### **IV. Discussion Items**

1. EPP: Chris Craig
  - a) We need to expand the utility of the exit survey. Dr. Sottile will look at the data and decide how useful it is.
  - b) Dr. Engler will reach out to all MEd Committee members to ensure we have data on those students on the graduation list. We will provide support wherever needed. Dr. Engler stated that there are 35 graduate students and two of those are secondary. Dr. Engler will contact all programs to emphasize the importance of data collection.
  - c) Dr. Engler's evaluation will include feedback from Program Coordinators and the BEd Committee.
  - d) We need to come up with a unilaterally agreed upon document of what present conditions are regarding the AAT. The document should be vetted by Angie Miller, the MSU registrar, BEd Committee, and Dr. Einhellig.
2. College of Education: David Hough (absent)
  - a) No report.
3. Assessment update: James Sottile
  - a) Dr. Sottile will assist with the Standard 5 review at the December EPPC. Dr. Sottile will ask Program Coordinators to ensure all students that should be are on the next list that goes out.
  - b) Reporting has changed for APR so over-reporting will no longer be necessary.
  - c) We need to ensure that advanced programs are completing dispositions. There needs to be agreement that this is for certificate and non-certificate programs dispositions and use the same rubric. Dr. Sottile will bring this up at the next GPAC/MEd Joint Committee meeting.
  - d) Travis Marler received an email from the Diversity Committee asking that Diversity Proficiencies be added to Taskstream. Adding this information to Taskstream causes issues in the system. The assessment office does not have the resources to time to add the Diversity Proficiencies at this time.
    - i. Dr. Homburg will contact the Diversity Committee to go over the Diversity Proficiencies proposal to be presented at EPPC to ascertain exactly what is expected and to inform that

#### **EDUCATOR PREPARATION PROVIDER**

901 South National Avenue, Springfield, MO 65897 • Phone: 417-836-6204 • Fax: 417-836-5008

[www.missouristate.edu/epp](http://www.missouristate.edu/epp) • [epp@missouristate.edu](mailto:epp@missouristate.edu)

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Program Coordinators would be responsible for following up with Cooperating Teachers and Supervisors.

4. Secondary Education Update: Karen Engler
  - a) The English Department requested that TESOL be listed with its own Program Coordinator (Andrea Hellman). Dr. Craig approved.
  - b) There was a meeting with Dr. Emmett Sawyer, Sally Buckner, and Vicki Kramer regarding RFT course offerings and schedules.
  - c) There is a question as to whether we should continue to require the MEP for admission to Teacher Education since it is likely it will not be required fall 2018. MSU must require it at this time since it still required by DESE.

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

1. MEES, MoCA, and MoPTA data should be reviewed at EPPC meetings. Dr. Homburg will email Dr. Sottile about what data could be shared at the December EPPC meeting.
2. It needs to be restated at EPPC that Counseled Out forms are to be completed by Program Coordinators.

#### **VI. New Business**

1. The Policy Review Committee as part of Faculty Senate is taking up the AAT agreements.
2. Proposal for change in EPPC bylaws for committee term limits. There should be rotation as some people have been on one committee for a number of years.
3. Dr. Homburg met with Faculty Senate to ask about support for EPPC. May need a change in bylaws to specify who should be attending.
4. Discussion regarding Screening Committee proposals to be reviewed. Faculty are submitting for EPPC review when it is not necessary.

#### **VII. Adjournment**

Andrew Homburg adjourned the meeting at 4:25 p.m.

Respectfully submitted by: Vicki Kramer