



# Missouri State UNIVERSITY

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

November 29, 2018 | 1:00 p.m. | Hill 339

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

Adam Harbaugh called to order the regular meeting of the Educator Preparation Provider Executive Committee at 1:04 p.m. on November 29, 2018.

Present: Karen Engler, Adam Harbaugh, Andrew Homburg, David Hough

Guests: Kirsten Hatz, Travis Marler, Ximena Uribe-Zarain

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

November 1, 2018 minutes approved with amendments.

### **III. Discussion Items**

1. Dean Hough recommended the 2013 NCATE website be removed and archived since it does not contain material or history pertinent to current preparations for the 2019 CAEP visit.
2. CAEP update: Dean Hough
  - a) Preliminary content has been added on the EPP website including the self-study report.
    - i. There were reports and links on the Accreditation and Assessment website but they are now gone. Information has been available on this site for the last six years but it has been replaced with text place holders. CAEP refers to this site. We need to know who made the error, when it happened, and if the links and documents can be retrieved. Vicki Kramer will contact Brian Heaton to find out who made these edits.
    - ii. There is a new link on the EPP website: CAEP Annual Reporting Measures. All reports will be added to this site. This site is modeled after the UMKC website. It is user friendly. The appendices is the repository. Content for Standard One is already up.
  - b) Dr. Craig and Dr. Homburg will collect the syllabi for secondary education. COE syllabi are collected. It's not clear if syllabi are supposed to be referenced or linked. We may not be able to collect syllabi with updated standards. A crosswalk is available. Syllabi should be aligned to Missouri Teaching Standards (MTS). Syllabi may have other standards but all must have MTS. This will be an agenda item at the December 5 EPPC.
  - c) DESE has combined MoTAC and MEES committees. Kim Dubree is no longer serving on the committee. Dr. Engler will replace Kim Dubree once Dr. Craig approves. There is a meeting in January in Jefferson City and we need to be represented.
3. Secondary Education Update: Dr. Karen Engler
  - a) There was discussion at EPPC about Dr. Suzanne Hull's (DESE) intention to update MoSPE. Dr. Daniel Hellman suggested that it should go to the Executive Committee for a recommendation reasoning that we should take action as a unit and not wait for what transpires. The Executive Committee will address it at the January 2019 meeting. Dr. Hellman and Kim Dubree will be invited. A meeting should take place the week before school begins, before the January Executive Committee meeting, to work on a draft proposal to present to EPPC.
  - b) There was a MEES meeting that included some district superintendents. Dean Hough, Dr. Engler, and Dr. Buatte were present. Cooperating teachers from COE had questions about the MEES. It was clear they had not attended a training because the issues raised were addressed at the trainings. We need to develop a mechanism to verify who has completed the training.

#### **EDUCATOR PREPARATION PROVIDER**

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

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

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#### **IV. Old Business**

1. No old business.

#### **V. New Business**

1. Kirsten Hatz, EPP Chair for the Membership and Professional Development Committee, spoke to an issue where some department heads are requiring EPP membership. The standard is that if an instructor is teaching a course that falls under section A or B in the matrices, they need to become an EPP members. A memo or email needs to be sent out by Dr. Craig with this clarification. New language may be needed. Dr. Homburg will follow up.
  - a) There was some discussion regarding the Missouri statute requiring current, “periodic, direct personal involvement in the schools in grades pre-kindergarten through 12.” There is some flexibility allowed in the applicant’s description.

Adam Harbaugh adjourned the meeting at 2:02 p.m.

Respectfully submitted by: Vicki Kramer