



Missouri State[™]

U N I V E R S I T Y

Educator Preparation Provider Executive Committee Meeting Minutes

September 27, 2018 | 1:00 p.m. | Hill 231

I. Call to order

Adam Harbaugh called to order the regular meeting of the Educator Preparation Provider Executive Committee at 1:00 p.m. on September 27, 2018.

Present: Chris Craig, Karen Engler, Kim Finch, Adam Harbaugh, Andrew Homburg, David Hough

Guests: Judy Gregg, Ximena Uribe-Zarain

II. Discussion Items

1. CAEP Update: Chris Craig, David Hough, Judy Gregg

- a) Judy Gregg attended CAEPCon Fall 2018. Monitoring progression of candidates is an item that has not yet been addressed in the report but was discussed at the conference. All programs monitor but it is not known how. The committee discussed some methods used to monitor candidates.

- i. Dispositions
- ii. Counseled Out Form
- iii. Progression of student from course to course

Evidence is needed for all programs. Spreadsheets will work. Academic advisors monitor students every semester. COE will provide a sample table that all programs may modify and use.

Evidence must be provided for satisfaction of program completers. The evidence must also be analyzed.

b) Recruitment Plan

- i. The main issue in the recruitment plan is that there are no set goals.
- ii. Judy Gregg and Kim Dubree are reviewing AFIs provided by CAEPCon to compare to our self-study.
- iii. October 22 is the last day for comment on the self-study.

c) Quality Assurance

- i. We need to know where our education programs is in view of the institutional role.
 - a) We need to be sure the report is addressing this because this subject was highly emphasized at CAEPCon.
- ii. Dr. Rebecca Woodard will be summarizing her internal review program and tying it back to EPPC for the report.

d) There is a CIS seminar on October 4.

- i. MSU has program review documented. These plans should fulfill what CAEP is looking for. One issue we are running into is that CAEP views every certificate as a separate program.
- ii. MSU decided that the CAEP Program Review definition would be the state APR. Conversations at the conference did not refer to that. It needs to be mentioned and anchored back to supporting the education program.
- iii. CAEP needs to understand the contributions to quality assurance. We need examples of decisions made based on data collected. CAEP will be looking for a research study with case studies. The more case studies, the better.
 - a. We could utilize graduate students to review programs.

- e) We must ensure that stakeholders are involved with the process. The BSED Secondary Oversight Advisory Council is a good example.

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2. EPPC Agenda
 - a) Timeline for accreditation cycle for CAEP
 - b) Program Review for recruitment
 - c) Mid-level dispositions data presented by Travis Marler and Ximena Uribe-Zarain
 - d) Unit Key Assessments and Transition Points
 - e) RAP Back Program by Kim Dubree
 - f) MEES artifact. Andrew Homburg will ask programs to provide the artifact they

Committee approved minutes from the August 22, 2018 EPP Executive Committee meeting.

3. Secondary Education Update: Dr. Karen Engler
 - a) There was discussion about key assessment versus Transition Points.
 - b) Dr. Engler will be meeting with Program Coordinators.
 - c) The University Applicant System continues to be cumbersome. The position is still open and Secondary must continue to monitor even though applicants are not needed. Dr. Denise Cunningham, Dr. Emmett Sawyer, and Kim Dubree will be invited to our regular Thursday meeting on October 4 to discuss.

III. Old Business

1. MEES artifact
 - a) Andrew Homburg will ask programs to be prepared to provide an artifact.

IV. New Business

1. No report.

Adam Harbaugh adjourned the meeting at 1:58 p.m.

Respectfully submitted by: Vicki Kramer