



Missouri State[™]

U N I V E R S I T Y

Educator Preparation Provider Executive Committee

December 16, 2021 | 4:00 p.m. | Zoom

I. Call to order

Dr. Patrick Sullivan called to order the regular meeting of the Educator Preparation Provider Executive Committee at 4:00 p.m. on November 18, 2021.

Present: Chris Craig, Heidi Hadley, Stefanie Livers, Patrick Sullivan

II. Approval of minutes

The November 18, 2021 meeting minutes approved with correction.

Change meeting begin time from 3:00 to 4:00 p.m.

III. Discussion Items

1. Unit update: Dr. Chris Craig

- a) Dr. Craig talked about different processes in place at the University and how important it is to follow them. Specifically, Dr. Craig would like to look at how the Exceptions & Compliances Committee processes are working.
 - i. Dr. Engler was removed from the Exceptions & Compliance Committee due to her role as Director of Secondary Education. If an exception request is denied, it can be appealed at Dr. Engler's level. If it doesn't resolve at that level, it goes to the Office of the Provost for final disposition.
 - ii. Two exception requests were submitted to the Exceptions Committee recently. The Exceptions Committee notified the students of their final decision, with supporting documentation, via email and copied Vicki Kramer. If the students choose to appeal, they will need to contact Dr. Engler to set up an appointment. This was communicated to the students in the email. The program coordinator was also included in the email. This appears to be the right process.
 - iii. Both exceptions were denied meaning that neither student should be student teaching in the spring. At this point, we need to wait and see if one or both students would like to appeal. If an appeal is received, Vicki Kramer should forward the Exceptions Committee denial documentation to Dr. Karen Engler as Director of Secondary Education and to Juli Panza in the Professional Education Office in COE as they place students for student teaching.
 - iv. Dr. Craig would like to normalize the process. The committee agrees that this is the right process to follow for exception requests.
- b) Dr. Craig talked about the process for application for student teaching. At some point, placement reaches out to Program coordinators for approval before student can be placed. Program coordinators are required to click on something to approve. There is no written prompt and nothing specific about what approving the placement entails in terms of checking if a student has met all prerequisites for student teaching. Program coordinators may assume prerequisite checking has been completed by someone else. The Professional Education office does not check the prerequisites.
 - i. What is required of a Program coordinator before approving a placement needs to be clear.
 - ii. We need to think about how to onboard new program coordinators, to provide support, training, and orientation.
 - iii. Dr. Craig will work on this and may reach out to this committee for ideas.

2. COE update: Dr. Barri Tinkler

- a) No report.

3. Secondary Education Update: Dr. Karen Engler

- a) No report.

EDUCATOR PREPARATION PROVIDER

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

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

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IV. Action Items

1. EPP Membership Application received from Jennifer Holden
 - a) Motion to recommend to EPPC. Second. Discussion. Motion carried.

V. Old Business

1. EPPC Luncheon
 - a) The EPPC Luncheon is scheduled for February 22, 2022 at 11:30 a.m. Vicki Kramer will email the information to EPPC and track RSVPs before submitting the catering order.

VI. New Business

1. Professional Education requirements wording
 - a) Programs will be making changes regarding their program's GPA requirements. Curricular proposals will be coming through. January 10th is the deadline to get it to College Council before EPPC meets in order for the new language to be added to the fall catalog.

VII. Adjourn

1. Dr. Sullivan adjourned the meeting at 4:33 p.m.

Respectfully submitted by: Vicki Kramer