

PROFESSIONAL EDUCATORS' COUNCIL
Summary Notes
February 6th, 2020
1:30 – 3:00 PM
Wyatt Rm

In Attendance: Judy Abbott, Adam Ackerson, Carrie Baker, Lisa Bentley, Brittany Fish, Brandon Fox, Karla Hamilton, Stacy Hendricks, Rachel Jumper, Wendy Killam, Mike Martin, Katie Martin, Ronda McClain, Michelle Miller, Lisa Mize, Mark Montgomery, Claire Murphy, Barbara Qualls, Clint Richardson, Heather Samuelson, Nancy Shepherd, Christina Sinclair, Julie Stadler, Robbie Steward, Lisa Stone, Joe Strahl, Josephine Taylor, Jay Thornton, Kimberly Welsh, Michelle Williams, Tingting Xu

Not in Attendance: Linda Black, Joey Bray, Susan Casey, Shannon Darst, Troy Davis, David Goodman, Lindsey Kennon, Sumer Koltanski, Margaret Leysath, Jennifer Malmberg, Lynda Martin, Glen McCuller, Gabriela Miranda-Recinos, Bill Nieberding, Maggie Patterson, Jose Neftali, Amanda Rudolph, Kathleen Sheriff, Elizabeth Spradley

Called to order 1:30pm

1. Welcome

Dr. Christina Sinclair

- Approval of November Summary Notes
 - Corrections - moved Mike Martin and Nancy Shepherd to the in attendance category
 - Motion to approve with corrections: Michelle Williams, Clint Richardson seconded
 - All were in favor; none were opposed; none abstained

2. Student Services & Advising

Dr. Stacy Hendricks
Ms. Lisa Stone

- Advising updates
 - Dorinda "Dori" Burdine from Hill College has been hired as a new advisor in Student Services & Advising.
 - Advising for summer and fall will use the new course numbering system. This may mean courses are in a different place on the drop-down menus students use to find and register for courses.

- Curriculum updates
 - The PCOE curriculum committee is continuing to make sure proposals are moving along smoothly; if not, they will reach out to the department.
 - PEC curriculum sub-committee
 - PEC Curriculum Committee
 - Christina Sinclair, Chair
 - Carrie Baker
 - Lisa Stone
 - Lindsey Kennon
 - Linda Black
 - Ronday McClain
 - Michelle Williams
 - Paige Mask
 - Barbara Qualls
 - Summary of Proposals Reviewed by the PEC sub-committee in Curriculog
 - To date the PEC curriculum committee reviewed 38 courses from PCOE, College of Sciences & Mathematics, College of Liberal and Applied Arts, Temple College of Forestry, and the College of Fine Arts.
 - Review of courses will continue through March 2020.
 - PEC members are encouraged to share curricular innovations by programs in their college at the April 16th meeting (this may include new programs, major changes, innovations approved in 2019/20).

3. Assessment & Accountability

**Dr. Christina Sinclair,
Ms. Carrie Baker, Mr. Joe
Strahl**

- Personnel Updates
 - Michelle Miller is the new Clinical Teacher Coordinator in the Office of Assessment & Accountability. She is an SFA alumna with teacher certification in Special Education. She came to us

from the SFA Physical Plant office. Prior to that she was a special education teacher in multiple area school districts.

- Thank you search committee:
 - Carrie Baker, Chair and EPP Manager
 - Clair Murphy (Music), Ronda McClain (Program Support Coordinator), Kathy Sheriff (Special Education), Joe Strahl (Data and Technology Manager), Christina Sinclair (Associate Dean)
- CAEP
 - Timeline
 - The CAEP Visit is: 4/18-20-202. Please plan to be available on 4/19 and possibly 4/20 for participation in site review preparation and/or one or more interviews with the CAEP site team.
 - The Self-Study Report is due 7/18/20. Data cycles for the self study include: Fall 2018, Spring 2019, Fall 2019. Data from Spring 2020 and beyond will be used as needed to ensure three cycles of data have been collected for all evidence.
 - Writing team work to date and plan moving forward
 - Writing teams meet as a large group one to two times each month. As Spring 2020 began, Christina Sinclair is meeting with individual writing teams approximately twice a month.
 - See handout for meeting teams schedule for 2020
 - Christina Sinclair thanked all writing team members for their work and willingness to serve the EPP.
 - Review feedback from EPP Advisory Council on initial cert preparation. (see handout)
 - Christina Sinclair shared a handout titled EPP Advisory Council Meeting Summary Feedback Session.
 - The handout summarized a feedback session Christina lead to elicit feedback from the EPP advisory board.
 - After a brief review of the feedback summary sheet, Michelle Williams indicated it would be helpful for Christina to ask EPP advisory members for more detail and specific information about what they would like to see the EPP do to better prepare candidates in areas

with at least 50% agreement that improvement is needed.

- Christina reminded PEC of the Feb 7th due date for Recruitment and Retention information from initial certification programs. This information is part of the CAEP Self-Study.
 - A printed copy of the email was provided to the committee as a reminder. The email indicates only one person in each certification area needs to fill out the information the best they can related to program recruitment efforts.
 - Chirstina will send a follow up email.
- Analysis of unit data by initial programs
 - Christina Sinclair indicated programs will have the opportunity to review the data tables on Unit Assessments being prepared for the CAEP report via a Qualtrics link.
 - Only one person from each certification program needs to complete the survey but the idea is for program areas to look at the data together perhaps at a program area meeting. The goal is to get programs looking at using the data to support decision making.
 - This information will be helpful to the CAEP writing teams.
 - Please plan to complete the surveys by February 20th.
- The status of SPA reports resubmitted to date was reviewed and clarified. The following information was noted:
 - The last day to resubmit SPA reports is March 4th.
 - Please schedule with Joe Strahl and Chirstina Sinclair to upload SPA reports on or before this date.
- Data Reports
 - Final Pass Rates – 2018-2019
 - Reviewed over Test Pass rates for completion for 2019
 - The EPP met all PPR and NON-PPR minimum criteria for 2019.
 - Current Pass Rate
 - Reviewed Test Pass rates to date for 2020
 - Annual Performance Report

- See handout including numbers of Applied, Admitted, Retained, and Completed
- Dean Abbott pointed out there is a cause for concern from the SFA President, Provost, Deans and every academic unit on student success, retention and recruitment. The concern relates to a drop in enrollment.
- Dean Abbott indicated the EPP welcomes ideas and voices and that it is important for programs to discuss such matters in program meetings.
- Teacher and non teacher candidates enrolled in EPP from 9/1-8/31
 - 2017-18 year-1835 total enrolled
 - 2018-19 year-1472 total enrolled
 - 2019-present – 1034 total enrolled
- EPP Admission Numbers
 - For 2019-2020 as of 1/30/2020:
 - Undergraduate initial total 395
 - PBIC total 8
 - Professional total 144
 - Total EPP Admission 547
 - PBIC Initial Certification interns for Spring 2020 are at nine locations:
 - Central ISD
 - Diboll ISD
 - Driscoll ISD
 - Huffman ISD
 - Katy ISD
 - Nacogdoches ISD
 - West Sabine ISD
 - Wylie ISD
 - Total Certifications recommended as of 1/30/2020 is 258
- Clinical Teaching
 - Spring 2020 Job Fair: March 20th, 9:30am-Noon, HPE Gym
 - Partners in Educator Preparation Banquet: April 21st, BPSC Grand Ballroom
 - Clinical Teacher Seminar: April 30th, 8:30am-Noon, Grand Ballroom

- There were 302 Spring 2020 Clinical Teacher Applications
- There are 231 clinical teachers for Spring 2020
- 25 Educational Aide Agreement Forms
- 140 Out of Area Clinical Teachers
- 91 In Area Clinical Teachers
- 71 clinical teacher applicants dropped prior to clinical teaching most of whom did not pass their content exam.
- EPP candidate's reinstatement
 - If a candidate is dropped from field experience or clinical teaching courses, they are NOT allowed on the ISD campus until reinstated
 - The missed days of clinical teaching will count as absences
 - No more than five absences are allowed during clinical teaching
- Fall 2020 Clinical Teacher applications as of 2/6/20 is 137
 - 99 - EC-6 and 4-8
 - 38 – SCED and All-Level
- Enrolled in Field Experience prior to Ct: 166 candidates
- EPP Office has reached out to students in field experience classes in the following ways:
 - FE students that have not enrolled to clinical teaching were emailed to inquire about this possibility
 - Students that dropped CTing for Spring 2020 were also emailed as a means to support their efforts moving forward.
 - CLASS VISITS
- Watch for email from CT Coordinator requesting program feedback on CT candidates that have applied for fall 2020 CT

4. Items from the Floor

- None

5. Adjourn

- **NEXT MEETING –April 16th**
 - **Room TBA—Looking into use of a ZOOM room**