

**Professional Education Council**

**Minutes**

**October 24, 2019**

**McKee 282; 4:00-5:30 PM**

Present: Donna Goodwin, Hannah Kang, Jennifer Parris, Jennifer Krause, Jeri Kraver, Jason Robinson (via Zoom), Charlie Warren, Stan Trembach, Jackie Davis, Mark Montemayor

Absent: Jaimie McMullen (proxy to Jennifer K.), Kim Creasy (proxy to Jennifer K.), Kim Mahovsky (proxy to Hannah), Brian Rose (proxy to Hannah), Ginny Huang, Maggie Berg

Guests: Meagan Crews, Ken Clavir, Eugene Sheehan

1. **Welcome: Donna Goodwin, Chair**
2. **Minutes:** 
   * Council reviewed minutes. Jason motioned to approve minutes as is, Jeri seconded. Minutes approved.
3. **Eugene Sheehan:**
   * Eugene Sheehan, Dean of CEBS joined PEC to share some information.
     + Senate Bill 190 – the bill has several facets. The main two that will most likely affect us are a requirement that prep programs go to a 1-year residency program and CDHE wants to work with teacher prep programs to determine best practices. There are currently no details on either, but here is additional information:
       1. Part I:
          1. This is the mandate for the 1-year residency. CEBS is working with Bank street on a model for the 1-year residency. This includes cost for students, how to relieve them of financial burdens for not being able to work during the residency, which may cause issues for some students. Nancy Sileo is the contact with Bank street.

Jeri asked if Bank street was a K-12 or Elementary focus. It is unknown. Jeri looked it up and they are K-8

* + - * 1. How the 1-year residency would work is still unclear. It could be 2 semesters of Student Teaching or it could be a more involved practicum in the 1st semester then Student Teaching in the 2nd semester. Still waiting on CDE to provide details.

Donna understands that each program has a team that is advising on this.

* + - * 1. Eugene is not sure on this, however, states that on November 9th CDHE and CDE are organizing an all-day meeting in Denver. It is titled: Celebrating Best Practices in Educator Prep. They are requesting up to five people from each institution to attend. There are a few other committees that CEBS Deans are part of. The CEBS Deans will be attending this and are thinking of who else should attend. Eugene asked if PEC knew of anyone else who would like to attend.
        2. Eugene also mentioned that on the evening of November 8th, they will be showing the movie Resilience with a discussion to follow.
        3. Eugene would like to ask if PEC could gather some names of possible attendees and get those to him, they could decide on the other two who will attend with the Deans.
      1. Part II:
         1. This is a requirement of CDHE to work with ed prep programs to identify best practices and incorporate those into what we do. There has so far been zero conversation on what best practices are. Eugene is unsure why there has been so little conversation as the bill provides specific timelines. Perhaps the meeting on November 9th will speed up the conversation. CEBS sent to CDHE a list of what UNC considered best practices.
      2. Part III:
         1. This involves mentor teachers. There are new standards for an endorsement for mentor teachers. The idea is that CDE wants to introduce an endorsement area for mentor teachers. It is unclear if they will require the endorsement for all mentor teachers or if

Donna noted she thought it read to be optional.

* + - * 1. Eugene mentioned that if they mandate it, then the mentor teachers will pay to get an endorsement, which means we may not get mentor teachers. Where we place candidates might be restricted. There will be a grant for us to apply for which is a training program for training mentor teachers. This has not come out yet. Everything appears to be delayed because everyone is behind.
    - Teach Colorado effort was worked on by CEBS Deans with a very detailed spreadsheet for CDHE. Many program faculty were asked for help add additional information.
      1. The result will be a webpage with detailed information for anyone who might be interested in being a teacher in Colorado. We are trying to get the Future Teacher Conference involved.
      2. Apparently, the delay in asking for information came because someone at Teach Colorado was working on this over the summer, but quit, and the new person who took over sent out what should have been sent out previously and gave a very short deadline.
    - Planning committees for state items: Corey, Eugene and Ginny are each attending most of the meetings.
    - What should content areas be doing?
      1. Not much to do right now. We have not been asked to filter anything down. Hypothetically Eugene asked: If we came to you and told you to make a change to your program for a final year residency, which means that your program must be fully completed within 3 years, what would you do? There are a few options to allow some courses during the residency, but we don’t have details yet.
         1. Content areas should be thinking about potential options, if this were to occur. Perhaps delivery of courses in schools rather than on campus. Hybrid offerings.

Jeri states this diminishes programs by offering an online portion.

Jeri also asked if the 120-credit rule would be revised considering possibly losing more class time for students. She states there are several things in our program that wouldn’t work with a single day for courses. She says we should bring these concerns to the table.

* + - * 1. Content needs to know what the requirements will be in order to determine how our programs could work with their ideas.
    - CEBS last week was at the governor’s office about the shortage of teachers. Because of all day preschool there is a major shortage in early childhood. Many Deans were there. UNC sent the governor’s office a $45 million ask for educator prep. CSU and CU Boulder are funded money for preparing vets and doctors, just because they are specific identified schools for those areas. Andy is asking why we don’t do that for UNC who is specifically identified as the educator prep college. The ask for money is providing funding for teacher candidates when they student teach. It also asked for money for our mentor teachers, whom we currently pay very poorly. The CEBS Deans are “on a rant” at this point.
    - Mileage concerns:
      1. Our budget across campus is getting more restrictive. Our enrollment is going down, but our mileage costs are varying and, in some instances, increasing. We need to look at how we can save money on mileage. Eugene asked Cheryl to provide some numbers. Last year STE spent over $29,000 for mileage, which was $11,000 over what was in the budget.
         1. Some candidates may be a long way away, but that’s a long distance for a single candidate. There are things we could consider:

Plan your visits differently

Plan fewer visits

Plan video observations

Jennifer K. spoke about video observations: at her former institution they had a rule that only a certain number of visits could be made in person, the remainder had to be done by virtual recording. Since coming to UNC some of her research is in virtual observation of candidates. For students who are placed further than 60 miles from UNC they implement video observation, mostly because we were assigning supervisors in remote locations who were not qualified to observe PE candidates. She conducted a study of candidates who had feedback from experts and non-experts in PE and did a comparison. It was better to use virtual with a qualified supervisor than to have a local non-expert supervisor. Across the board face-to-face is better, but if you need to do video, it is still high quality, although you may still be missing some things. There are some major benefits to the virtual options. To do video observations, every time permission must be asked of the schools. Concerns came from one school, but she talked with them and explained there is no recording, just live observation.

Eugene thinks we should be looking into this with the budget issues we have. Expenditures for mileage should not stay the same when enrollment is down.

Eugene and Corey have talked with a couple of companies that specialize in a sophisticated video set-up just for observations. There are systems out there with live stream, allowing the capability to make notes, comments on guidance for candidates, etc.

Jeri mentions that it is expensive to get specified programs.

Eugene mentions if we save some money on mileage then we could cover the cost with current student fees. Saves money, faculty time and works well.

Jennifer mentions that tenure-track faculty are “losing” time by traveling and video could help.

Eugene asked if it would be okay to come back to PEC and bring one in to see what it looks like? Yes.

* + - * 1. A new cost contribution model will be coming out soon.
      1. Please be thinking of options as we place candidates. Consider the costs with placements. Or consider how to better handle those in further out areas.
         1. As we are doing placements please monitor where they are going.
         2. If we don’t go to video, maybe we reduce the visits by 1.

Jeri wants to ensure that programs who are not violating budget are not being punished. Could those violating be talked with first?

Eugene wants to ensure we are keeping rural areas in mind as well, because they are important, and we need to keep allowing placements there.

* + - * 1. Donna is asking if content areas could come up with their own plans on how to reduce mileage costs.

Eugene is concerned about next year’s budget and potentially losing more money.

* + - National accreditation: AACTE and CCODE have both discussed a newish accrediting body in the US called AAPEQ. Last year, UNC determined to drop CAEP accreditation because we had a difference of opinion with some of their standards and organizational concerns. This new one seems more education prep friendly. The standards seem generally reasonable. After recent state review, Eugene was reminded of something he learned early on with state authorization teams. National accreditors have a capacity to keep state teams in-check. CDE folks have no idea how higher ed is organized. There was only 1 person in higher ed on the team this year. This results in issues on some of the items they wrote in their report, as well as conversations with students. They could have been educated by other higher ed people on a national team if we had that accreditation.
      1. Would you be interested in looking at the standards from AAQEP?
         1. Eugene will provide general information on what he has now. The advantage of national accreditation does help keep the state in check.
    - Corey and Eugene are hoping to meet with program coordinators with all the data about programs across campus. They want to look at the data to determine what we could do better. It covers a lot of areas and may add mileage in by program as well as passing Praxis results. They are hoping to get the information out soon. They want to meet with key faculty immediately involved in the programs, Dean’s, and Chairs. No date yet on when this will be ready.
    - Sometime in the middle of December the CDHE is going to put online an Educator Prep report. This contains data on every prep program in Colorado. It Includes some items such as where candidates are working, performance reviews, retention, etc. A “deeper dive” will be available for the data by clicking a link for that item.
    - Eugene would like to get input on things PEC could do better or change. He would be happy to come back.

1. **Curriculum Review**
   * EDRD 410 was reviewed. Cheryl was representing faculty and notified PEC the change was to remove one pre-requisite and add in a different one and updating the wording to reflect recent changes to the checkpoint process.
     + Jackie motioned to approve. Jeri seconded. 11 in favor, 0 opposed, 0 abstained. Approved.
   * MAT: EEL program. Cheryl was representing faculty and notified PEC the change was to update credits for two courses to better reflect what students are doing in the field. A one credit course was removed last year that was taken at the same time as student teaching. Students were doing more work in student teaching, therefore, they moved that 1 credit to Student teaching, which increased it to 9 credits.
     + Jennifer motioned to approve. Jeri seconded. 11 in favor, 0 opposed, 0 abstained. Approved.
   * MA World Language program. Cheryl was representing faculty and notified PEC the change was to add language that students who are a current licensed teacher may take fewer credits in student teaching considering they already teach full time and have put the time in.
     + Jennifer motioned to approve. Jeri seconded. 11 in favor, 0 opposed, 0 abstained. Approved.
2. **Old Business**
   * Donna would like to ask the council that we make a final decision on what PEC will review as far as curriculum is concerned. She provided the following information from prior meetings:
     + It was brought up that we focus on required standards and impact statements.
       1. Jennifer asked what we are specifically requiring programs to provide and when regarding standards.
          1. Based on prior meetings, the suggestion is that any program that will be making a change to courses that cover standards would need to provide a copy of their programs matrix to allow PEC to review and determine that all standards are being covered. PEC will not review that they have the correct courses listed, nor how they are covering it, just that they have them all covered. No blanks on the matrix.
          2. Donna is asking that all syllabi submitted would match with a PEC approved syllabus, which includes a chart noting which standards are being met with the course. This would be for courses that are part of a licensure program. This should be the practice now, but some do not have the standards in their syllabus.
          3. The standards in the syllabus are required for licensure
       2. Mark is asking about impact statement. What is the point of PEC reviewing these? Is it in our purview?
          1. Donna states that per PEC by-laws it is a responsibility of PEC.
          2. Jennifer also mentioned that the impact statement should show it has been addressed/resolved.
   * Donna asked for a motion on developing a process for curriculum review based on this information. Jennifer motions we develop a process. Jeri seconded. 11 approved, 0 opposed, 0 abstain. Approved.
   * Donna asked if there is a motion to define the process now? After discussion, Jeri motions that henceforth PEC will require that a standards matrix be provided if standards will be covered differently based on a curriculum request; that a PEC approved syllabus including a chart covering the standards will be included for any licensure course changes; and that any curriculum which includes an impact statement must include additional information showing that the impact has been addressed and/or resolved. These new requirements will begin on January 1, 2020. Jason seconded. 10 approved, 0 opposed, 0 abstain. Approved.
     + CEBS Dean will be notified of new requirements and asked to distribute to colleges impacted.
   * Donna asked about the poll for a new meeting day/time. Cheryl stated that only 5 people responded, which is not enough. Several members stated they did not get the poll. Cheryl will send the poll out again and we will discuss at the next meeting.
3. **New Business:**

* There is no new business

1. **Reports:**

* Stan – Library – They are planning their 1st “all things open” discussion on November 8th 12:15p-1:15p in the UC. It will cover textbook cost and open education resources. There will be a panel of students there to share experiences. Stan will provide a flyer to CEBS to share.
* Charlie – Licensure – The link for the new canvas course Charlie provided covers licensure in its entirety. If a group would still like him to come or Zoom, let him know. The intention is to try to up the number of students applying for licensure at the end of their program. The shell is a series of short PowerPoints. If you didn’t get the link, email Charlie ([charles.warren@unco.edu](mailto:charles.warren@unco.edu)) and he will provide it to you.
  + Jennifer asked if there is a new one each semester? Charlie says possibly. Cheryl stated there may be a way to avoid that. There will be more to follow.
* Meagan/Ken – new curriculum workflow is active. If you are not getting the reminder emails, let Meagan know.

1. **PEC Vacancies:**
   * We still have these vacancies:
   * Secondary Partner School
   * Elementary Partner School – Donna motioned to nominate Anthony Asmus, Jeri seconded. 10 approved, 0 opposed, 0 abstained.
   * Undergraduate Student Representative
   * Graduate Student Representative – Donna nominated Tatum Monaghan to serve. Jeri seconded. 10 approved, 0 opposed, 0 abstained.

* Those nominated will be notified once approved by CEBS Dean.

Jackie motioned to adjourn, Jeri seconded. Meeting adjourned

*Minutes submitted by Cheryl Sparks*