

**Professional Education Council**

**Minutes**

**November 29, 2018**

**McKee 127; 4:00-5:30 PM**

Present: Brian Rose, Kim Mahovsky, Kim Creasy, Donna Goodwin, Charlie Warren, Courtney Luce, Jennifer Krause, Jaimie McMullen (via Skype), Ginny Huang, Collin Brooks, Jackie Davis, Wes Tuttle, Teresa Higgins (via Skype), Val Middleton and Stan Trembach

Absent: Jason Robinson (proxy to Jackie), Scott Franklin, Maggie Berg (proxy to Brian)

Guests: Mark Montemayor, Stacy Sharp

1. **Welcome: Brian Rose, Chair**
2. **Curriculum review**
	* World Language –
		+ Ginny gave information on change. Undergraduate program previously created had two methods courses 300-level and 400-level. One of the courses has the same objectives as a graduate level course. A suggestion was made to remove one method course and then change the 300-level course to a 400-level course. This was to help allow cross listing of the 400-level course and the 500-level course with differentiated course work to save funding for the University.
		+ Kim motioned to table to next meeting. Courtney seconded. Discussion: What is different between “stacking and cross-listing” Unsure of the “stacking” term but it was approved by the Graduate School. This is possible with a 400-level course and not a 300-level course.
		+ All in favor of tabling. Tabled.
3. **Approval of 10.25.18 Minutes**
	* Kim M. motioned to approve. Val seconded. All in favor. Minutes approved.
4. **New Business**
	* No new business
5. **Old Business:**
	* Brian discussed the items that were mentioned at our last meeting and what he wanted to work on at this meeting.
		+ Items we will review are: Article III, Section 2, Subsection c; Article III, Section 3, Subsection a, items ii, iii and possibly v; Article IV, Section 2;
		+ Items we will table are: Article II, Section 2
		+ Committee was broken down into four groups and assigned items to review. Requests for updates to the by-laws were discussed and added to a working document of the by-laws for final review when all items have been reviewed and discussed.
* Other items:
	+ CLD Graduate certificates
		- Ginny wanted to communicate about two new CLD graduate certificate programs created that do not have licensure attached. This is for information purposes for programs.
		- Students graduating from an undergraduate program will have nine CLD credits, if they return for the CLD graduate endorsement they would need to take eight more courses. Per the graduate school rules for endorsements, undergraduate and graduate courses cannot be used together for the graduate endorsement program. CDE does not care where the credits come from (undergraduate or graduate) as long as 24 credits are used to address the CLD areas.
		- It was recommended by Ann Bentz to create a certificate program to get them the necessary courses. Two different certificates were created. One is the Extended Core Graduate CLD Certificate, which would allow students who graduate from UNC undergraduate elementary program, who have completed EDEL 455, TESL 380 and EDEL 250, to use those nine credits from their undergraduate degree, along with the twelve graduate course credits to obtain a graduate certificate, which CDE would recognize for a CLD endorsement. The other certificate is the Graduate CLD Core Certificate, which is twelve credits. This program will help teachers fulfill one of the licensure renewal requirements in Colorado and all coursework will count towards a CDE recognized CLD endorsement program offered at UNC.
1. **Reports:**
* Wes was asked if he had anything to share, he stated he did not.
* Colin was asked if he had anything to share, he stated he did not.
* Stan was asked if he had anything to share, he stated he did not.
* Charlie – announcement about fingerprint process.
	+ The state changed the fingerprint process entirely for everyone involved in licensure for the state of Colorado. As of October 24th, it is fully electronic. The nearest kiosk was Ft. Collins, Longmont, or Ft. Morgan. The Greeley kiosk will open November 30th. In the spring, the student teacher background check process will begin. All students in student teaching and practicum will go through electronic background check. It is their one shot at it. Every school district can look at background checks, so they only have to do one. The process now takes about 30-60 minutes for CDE to get the background checks. Notification will be going out through the spring so students know how to access the process.
		- Kim M. asked if the kiosks have had issues. There have been several issues. These issues have been resolved to date.
		- If you run into issues, let Charlie know. An appointment is needed. CDE website gives you access to the IdentoGO site you go through to make appointments.
		- Mark asked where in the checkpoint process the background check would go. It will be done with the Initial Application to PTEP checkpoint.
* Ginny reviewed the reauthorization progress:
	+ Site visit has ended. Interviews should be all done, or handled on UNC side. There were a few follow-up interviews needed following the site visit. We could do better with the process next time.
	+ We are still working on a portion of the report that was missed due to communication issues. The leadership team had not seen the guide before and the section was not done. You have been contacted about additional needed information. We will not get a state conclusion until the full report is submitted to the state. The December board meeting was cancelled anyway, so it would not have gone to the board until January anyway.
	+ Ginny said thank you for all the help on behalf of the Dean’s office.
* CLD licensure standards:
	+ Miscommunicated that we had plenty of time to implement the CLD standards. Thought we had plenty of time, but this was incorrect. CDE wants this to start as soon as possible. The 2019 catalog is no longer an option if you did not submit curriculum, but 2020 should be your goal for submitting curriculum.
	+ If we complete this soon, then CDE can communicate that UNC has already addressed the standards and our graduates will know they meet the state requirements upon graduation. CDE will know that UNC graduates based on the year of graduation from UNC meet the licensure standards. CDE will be maintaining the lists for knowing when requirements are met.
	+ Ginny mentioned that a course has been developed for those seeking renewal. One 3-credit course will cover all four standards.

1. **PEC Vacancies:**
* Brian asked membership to identify candidates for nomination for open vacancies. Courtney mentioned that she has candidates for both but was waiting for the by-law decisions. We have not made a decision yet, so Brian stated she should take them to Eugene for approval.

Jackie motioned, Courtney seconded. All in favor. Meeting adjourned

*Minutes submitted by Cheryl Sparks*