

Minutes
Teacher Education Committee Called Meeting
August 6, 2019
UNCP Thomas Entrepreneurship Hub

“Preparing professional educators who are committed, collaborative, and competent.”

Attendance: M. Ash, L. Brewer, D. Chilcote, S. Cinnamon, M. Edwards, I. Falls, K. Ficklin, C. Giambatista, K. Granger, N. Grant, R. Hagevik, S. Jones, M. Klinikowski, R. Ladd, Z. Locklear, L. Mitchell, O. Oxendine, K. Pitchford, J. Rivera, M. Rivera, G. Robinson, K. Sellers, T. Trendowski, J. Whittington

Guest: Michelle Locklear

1. The meeting was called to order at 9:00 a.m. by Dr. Zoe Locklear.
2. The action items were presented by Dr. Karen Granger.

Dr. Granger called on Ms. Mary Klinikowski to present the following items:

- a. Admission into the Teacher Education Program (refer to list of candidates as distributed) Approved.
 1. Following the approval, a motion was made by Dr. Jose Rivera and seconded Dr. Danielle Chilcote, that beginning with the September TEC meeting, for Teacher Education Program admission, that a list with only the student names and major will be presented to the TEC in printed form so that members may keep this printed copy and that an accompanying list with all other identifying information will be posted to One Drive. Approved.

Note: Distributed for information only:

- (1) Residency Admits – dated 8-6-19 (see distributed copy)
- (2) Licensure Recommendations – dated 8-6-19 (see distributed copy)
- b. Revised Teacher Education Program application form (see distributed copy) – A motion was made to accept the form by Mary Klinikowski and seconded by Dr. Irina Falls. Following discussion and confirmation that the form would list ethnicity/race categories to match those in Banner, the motion was approved.
- c. Recommendation – A motion was made by Mary Klinikowski and seconded by Dr. Olivia Oxendine for the Instructor of record for SED 3310 to assign the grade for the Family Involvement Project – STEAM Day and the School Improvement Plan Project and evaluate both in TaskStream. Following discussion, a motion was made by Dr. Zoe Locklear and seconded by Dr. Roger Ladd, to rescind this recommendation until further study and be returned to a future TEC meeting for consideration. Approved.
- d. Recommendation – A motion was made by Mary Klinikowski and seconded by Dr. Olivia Oxendine for the Instructor of record for EDN 5120 to assign the grade for the Family Involvement Project – STEAM Day and the School Improvement Plan Project and evaluate both in TaskStream. Following discussion, a motion was made by Dr. Zoe Locklear and

seconded by Dr. Roger Ladd, to rescind this recommendation until further study and be returned to a future TEC meeting for consideration. Approved.

- e. Mary Klinikowski made a motion to establish a working group to develop a TaskStream Remediation Plan and Form and related matters. Seconded by Dr. Kim Sellers. A draft copy of a “UNCP TEP Teacher Candidate Remediation/Action Plan Template” was shared for information purposes only. Approved.

Dr. Karen Granger presented the following action item. Seconded by Dr. Kelly Ficklin.

- f. Teacher Education Program Admission Requirement

Current: “Have earned a grade of at least a “C-” (C if the course was repeated) in all required professional studies core, content pedagogy, and content courses completed at the time of admission, with the exception of EDN 2100, which requires a grade of “B-”.

Proposed: “Have earned a grade of at least a “B-” in all required professional studies core, content pedagogy, and content courses completed at the time of admission.”

Following discussion in which a number of concerns were raised, including the absence of definitive data as to student impact if this change was implemented, the motion was not approved. Yea: 4, Nay: 12, Abstain: 1

Following this decision, a recommendation was made to form a study group on this issue.

Note: At 9:57 a.m., Dr. Zoe Locklear made a motion and seconded by Dr. Jose Rivera to suspend the TEC meeting for the purpose of joining an already scheduled 10:00 a.m. virtual meeting with a representative of GoReact, facilitated by Dr. Kay Pitchford. Approved.

Note: Dr. Zoe Locklear reconvened the TEC meeting at 11:12 a.m.

Dr. Karen Granger called on Dr. Kay Pitchford to present the following items:

- g. Dr. Pitchford made the motion that all students enrolled in courses with an early field experience assignment(s) would be required to purchase professional liability insurance. Seconded by Dr. Rita Hagevik. Following the acceptance of a motion to amend the proposal to include an effective implementation date of the Spring 2020 semester made by Dr. Serina Cinnamon and seconded by Dr. Roger Ladd, the amended motion was approved.
- h. Dr. Pitchford made the motion to approve the Revised Internship Observation Form as distributed and with the effective implementation date of fall 2019. Seconded by Dr. Kim Sellers. Approved.
- i. Dr. Pitchford made the motion to eliminate the Early Release Policy for Internship effective immediately. Seconded by Dr. Serina Cinnamon. Reference was made to Senate Bill 599 and a clarifying email received from Dr. Andrew Sioberg, Director of Educator Preparation at NCDPI, to Dr. Zoe Locklear regarding this matter. Concern was raised as to the potential negative effect this will have on the employability of our students and as to whether all NC EPPs are implementing a similar policy. Approved. Yea: 15, Nay: 0, Abstain: 1

- j. Dr. Pitchford made the motion to adopt 2019-2020 University Supervisor Handbook with a one-page errata sheet (electronic copy presented of both documents). Seconded by Dr. Kelly Ficklin. Approved.
 - k. Dr. Pitchford made the motion to adopt 2019-2020 Field Experience Handbook (electronic copy presented). Seconded by Dr. Kim Sellers. Following discussion in which a request was made that all handbooks and other TEP documents be posted in multiple locations, including One Drive, Canvas Modules, and the USP website, the motion was approved.
3. Dr. Zoe Locklear presented the following Information/Discussion Items:
- a. Dr. Kay Pitchford presented a list (see distributed copy) of the Professional Semester Candidates for the Fall 2019 semester. Corrections were made to the list.
 - b. Dr. Kay Pitchford presented a tentative list (see distributed copy) of the Professional Semester Candidates for the Spring 2020 semester.
 - c. Dr. Karen Granger reminded committee members of the updated common syllabus template previously adopted by the TEC for all professional studies and content pedagogy courses.
4. Dean's Report – Dr. Zoe Locklear
- a. A brief discussion was held regarding the position of Director of the Teacher Education Program and what was the intent of the TEC in creating and supporting this position. Also, there was discussion as to the expectations/responsibilities that are to be assigned to this position in collaboration with the expectations/ responsibilities of the Dean of the School of Education since the Dean is the head of the Unit and chairs the TEC. During the 2018-19 academic year, Dr. Karen Granger served as the Director of the Teacher Education Program. Dr. Locklear expressed concern that a great deal of responsibility was placed on Dr. Granger in this position, and, as such, has limited administrative authority to provide oversight and direction to the TEP. Dr. Locklear stated that the TEC should clarify the Director vs. Dean role in the future and recommends that this issue be reviewed and clarified by the Policy Review Subcommittee with a full report and recommendation made to the TEC.
 - b. Dr. Locklear stated that the current TEC Subcommittees (see distributed list for 2018-2019) were revised 2016 to better align with the CAEP Standards. During the 2018-19 academic year, these subcommittees were chaired by faculty/staff in the SOE dean's office, including Dr. Karen Granger, Dr. Kay Pitchford, Dr. Jennifer Whittington, and Ms. Mary Klinikowski. The exception was with the Policy Review Subcommittee which was chaired by Dr. Jose Rivera. Dr. Locklear expressed concern that these subcommittees are being chaired by individuals in the dean's office that have administrative responsibilities for the work related to the respective missions of the subcommittees. Dr. Locklear stated that members of the TEC should chair the subcommittees and individuals in the dean's office should staff the subcommittees. However, in the absence of a TEC member who volunteers to chair the subcommittees and get the work done, then these staff members can serve as chairs. This item will be presented for further discussion at a future TEC meeting.
 - c. Dr. Locklear stated that a SOE faculty member will be identified to serve as the Professional Studies Coordinator for the 2019-2020 year.

- d. Dr. Locklear stated that the undergraduate program coordinators must review and clearly identify those courses that are considered “limited progression” for their respective programs.
 - e. Dr. Locklear shared concerns regarding the time limit that “old” courses would be accepted for current credit.
 - f. Dr. Locklear encouraged all program coordinators and directors to hold regular program meetings and to maintain/post minutes of these meetings. Also, each program should have at least one public school representative included. When possible, Dr. Locklear will provide financial support for refreshments. It was shared that a dinner was provided for a recent MSA program meeting which included principals who are serving as intern supervisors. Dr. Danielle Chilcote stated that she holds monthly English Education program meetings.
 - g. Dr. Locklear stated that she plans to reorganize the Dean’s Leadership Team (DLT) into another dean’s administrative group that will be established to provide advice and oversight on a number of SOE and TEP matters. As envisioned, this administrative group will include not only SOE administrators/faculty, but will also include 2-3 members of the TEC representing the College of Arts and Sciences and the College of Health Sciences.
- 5. Dr. Jennifer Whittington shared the new TEP/SOE recruitment video.
 - 6. Unfinished items – None
 - 7. The meeting was adjourned at 12:15 p.m.

Next TEC Meeting: September 11, 2019, 3:00 p.m., room 222, SOE

Submitted: Dr. Zoe Locklear, September 9, 2019