**Approved at the November 13, 2019 TEC meeting as amended**

**Minutes**

**Teacher Education Committee Meeting**

**October 9, 2019**

**3:00 p.m., room 222, School of Education**

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

**Attendance:** **Amended to include:** K. Ficklin, D. Griner, O. Oxendine

M. Ash, L. Brewer (WebEx), D. Chilcote, S. Cinnamon, M. Edwards, I. Falls, J. Frederick, K. Granger, R. Hagevik, S. Jones, Z. Jones, M. Klinikowski, C. Lara, R. Ladd, Z. Locklear, L. Mitchell, K. Pitchford, J. Rivera, G. Robinson, K. Sellers, T. Trendowski, J. Whittington, S. Woodside

**Guests:** Cathy Lee Arcuino, K. Bumin (representative for Irene Aiken), Joe Sciulli

1. **Call to order** – Welcome & Introductions – The meeting was called to order at 3:03 pm by Dr. Zoe Locklear. Zach Jones was introduced as a new public school representative on the TEC. Zach is a two-time graduate of UNCP with both the bachelor’s and master’s in Elementary Education. He has taught for 6 years with the Public Schools of Robeson County and was recently recognized as the Certified Employee of the Month. Dr. Locklear thanked Zach for his service on the TEC. Dr. Locklear then recognized Dr. Jeff Frederick, Dean of the College of Arts and Sciences, and Chair of the SOE Dean Search Committee.
2. **Comments -** Dr. Jeff Frederick, Chair, SOE Dean Search Committee, made comments relative to this search. He was appointed as chair of the committee by the Provost. Given his experience at UNCP as a faculty member, department chair, and dean, beginning in 2003, he sees the Dean of Education position as critical to the mission of UNCP. The search is now in the first phase of information gathering. He has scheduled open meetings for faculty to attend and encouraged faculty to schedule individual meetings with him as interested. The search will soon enter phase two which will involve the selection of a search firm to assist with the process. Dr. Frederick will work with the Provost to identify committee members who will represent the SOE, College of A&S, and College of Health Sciences in addition to local school district representation. Following this, the search will enter the third phase which is the recruiting phase. Once identified, 3 finalists will be invited for campus visits. Dr. Frederick wants candidates to know that it would be great to work at a place that was created to train and produce teachers. The position ad will be posted in early to mid-November. In January, the pool will be narrowed to 6-8 candidates with campus visits in early February. Dr. Frederick and the search committee members will provide recommendations and the Provost will then make his final decision in collaboration with Chancellor Cummings. A July 1 start date is expected. Dr. Frederick emphasized the importance of recruiting a great candidate. Whoever applies will be someone who has a really great job right now. It is important that the new dean understands the interconnectedness of the 3 academic units that house licensure programs. Dr. Irina Falls commented that the SOE needs someone who will push the program to a national level. Dr. Kim Sellers commented that she would like to see someone who will advocate for the SOE in the same manner that other deans have advocated for the School of Business and Nursing. Dr. Serina Cinnamon stated that a strong leader is needed and that it must be someone who understands that Education matters in this region of NC. Dr. Jose Rivera suggested that a survey be developed to capture the desired priorities. Dr. Frederick expressed support of such survey and encouraged faculty development of one if this is what faculty want. He reminded everyone that at least 3 additional searches for deans of Education are currently underway in NC. The search firm will produce a profile to produce the deepest pool of candidates possible. This search will be competitive. Dr. Danielle Chilcote asked what can faculty do to make the search successful. Dr. Frederick encouraged everyone to participate in the process by attending open meetings and other functions once the candidates are being brought to campus. As there are some feelings of division on campus within current organizational structure of the Teacher Education Program, it is important for a new dean to understand the responsibility he/she will have for the campus-wide unit. Dr. Locklear stated that Dr. Frederick is informed about and supportive of the work of the TEC.
3. **Global Engagement** – Dr. Cathy Lee Arcuino, Associate VC for Global Engagement, spoke about Global Engagement opportunities and the assistance her office can provide to help faculty bring the world into their courses. She provided information about the Carolina Navigators Program which provides culture kits and free global education resources for K-12 teachers. This program is housed at UNC Chapel Hill. Information can be found at www.navigators.unc.edu. Also, $2000 in funding is available for course development grants through a Duke-UNC consortium. Interested faculty should contact the Global Engagement office. Dr. Bumin shared that the Shusterman Center at Brandies University has a similar grant. Dr. Arcuino also presented information about this year’s State Employees’ Combined Campaign. She and Mark Locklear are serving as co-chairs. A Jail-a-Thon is planned for October 31.
4. **Approval of the minutes:** Dr. Danielle Chilcote made a motion to approve theSeptember 11, 2019 TEC meeting minutes. Dr. Kim Sellers seconded the motion. Following a correction from Dr. Serina Cinnamon, the minutes were approved as amended.

1. **Good News**
   1. Dr. Kelly Ficklin was recognized as the recipient of the NC Science Teachers Association 2019 Award.
   2. The Fall Festival is scheduled for October 31 with plans for more than 100 PreK and K students from Shining Stars, Pembroke Elementary, and Prospect schools to participate. This event is co-sponsored between the Mathematics Education Program and the SOE. This is a University sanctioned event for Math methods courses. Melissa Edwards, Dr. Marisa Scott, and Dr. Mabel Rivera are providing the leadership for this event.
   3. Dr. Zoe Locklear and Dr. Olivia Oxendine made comments regarding the high number of MSA Program graduates who are serving as regional high school principals.
   4. Dr. Cecilia Lara stated that one of the fall 2020 Spanish Education Program interns has received a statewide award and a $1000 scholarship.
   5. Dr. Mary Ash shared that India Swett, a recent graduate of the Science Education now serving as a Biology teacher, was recently recognized as the Teacher of the Year at Fairmont High School.
2. **Curriculum proposals:**
   1. The Spanish Course Revision Proposals were presented by Dr. Cecilia Lara (see attachment regarding new course descriptions for Spanish 1310, 1320, 2310, and 2320). Motion by Dr. Lara. Second by Dr. Roger Ladd. Approved.
3. **Action Items:**
4. Admission into the Teacher Education Program – see list presented by Ms. Mary Klinikowski, Licensure Officer. Motion by Dr. Jose Rivera. Second by Dr. Roger Ladd. Approved.
5. Recommendations from Policy Review Subcommittee – Dr. Jose Rivera, Chair. This item was moved to the end of the agenda to allow sufficient time for review and discussion. Following presentation of a PowerPoint which included several items regarding the TEP, Dr. Rivera stated that he would meet again with committee members to further clarify the wording of these items and bring this information back to the November TEC meeting.
6. **Report - Director of Teacher Education – Dr. Karen Granger**
7. Praxis Core Boost Days are scheduled for December 9 & 10 at COMtech. These review sessions will be free for students to assist with passing the Praxis Core exam. This event is being supported by funding from the TLC. Fee waivers are due November 20.
8. Dr. Granger and Dr. Locklear stated that the tone of the Fall CAEP Conference that was held in September in D.C. was very different than in previous years. The CAEP staff seem much more supportive of EPPs and stressed their interest in providing support and service during the accreditation process. Dr. Granger shared that many private, and some public, institutions are giving strong consideration to changing from CAEP to AAQEP especially considering that a MOU was recently signed between the State Board of Education and AAQEP. Dr. Locklear reminded everyone that she regularly shares emails and other information with the TEC as distributed by CAEP, AACTE, and NCACTE because UNCP pays membership fees to each of these organizations.
9. A brief description was provided regarding the NCACTE Conference that was recently held in Raleigh.
10. **Report - Accreditation Coordinator – Dr. Mabel Rivera (Dr. Zoe Locklear)**
11. Dr. Locklear stated that regular accreditation meetings will soon be scheduled in preparation of the spring 2023 accreditation visit.
12. Dr. Locklear and Dr. Olivia Oxendine made comments as to the action that was taken at the October SBE meeting to approve a MOU with the Association for Advancing Quality in Educator Preparation (AAQEP).
13. Dr. Locklear stated that information will be shared with the TEC at one of its upcoming meetings relative to the current State Program Approval process. A number of changes have been made since our Spring 2016 visit.
14. **Report - Director of Assessment & Licensure Officer – Ms. Mary Klinikowski**
    1. Ms. Klinikowski reminded everyone that two fall PC/PD meetings remain. The October 24th PC/PD meeting will be held from 1:00-3:00 pm and will focus on Annual Report data. The November 18th meeting will be also be held from 1:00-3:00 and will focus on edTPA and internship data. To assist everyone, two “Hide and Write” sessions will be held so that everyone can write their reports which will be due prior to the start of the holiday break. These reports are critical.
    2. Discussion was held as to how the Residency License is being implemented by school districts and UNCP. Currently, 75 teachers/students are enrolled at UNCP who are on a Residency License. A number of questions remain for this license. Also, questions remain as to how teachers on the Residency License will matriculate in Graduate School. Dr. Roger Ladd stated that this should probably go on a future Graduate Council meeting agenda. Dr. Karen Granger will schedule a MAT Program meeting to discuss issues/concerns. Dr. Summer Woodside asked questions regarding the Residency License and School Social Work students. A meeting is being planned with School Social Work Program faculty to further clarify. Ms. Klinikowski presented a list for information only with Residency Licensure candidates.
    3. Recommendations for Licensure – information only. See list.
    4. Data – no additional information was presented.
15. **Report - Office of USP & Clinical Practice – Dr. Kay Pitchford**
16. Dr. Pitchford announced that the Teacher Education Career Fair is scheduled for Friday, November 8 from 11am - 1pm in the UC Annex. This year, we will not hold the school district panel but will rethink this activity.
17. Fall 2020 internship meetings were held on October 3 & 4 with 63 attendees. Most were face-face but some were online. All students were provided with a checklist of things to do in order to be admitted into the internship semester. They were also given a TaskStream code. Applications are due November 1. The meeting presentation was shared in Canvas and in EDN 2040 and EDN 5460. The meetings were recorded and were offered online.
18. Dr. Pitchford distributed the current list of Spring 2020 Interns who have completed the application. There are 55 interns and 2 students are completing edTPA for a total of 57. This list was previously shared during the Spring 2019 semester. Two students were added to the list earlier today. Dr. Locklear reminded the program coordinators of the importance of limited progression. Melissa Edwards and Dr. Mary Ash made edits to the list. Dr. Rita Hagevik stated that many of the MAT students do not understand what to do for the internship and are confused. Dr. Kelly Ficklin explained how she holds WebEx meetings to help Elementary Education MAT students understand all of the TEP procedures to reduce/eliminate confusion.
19. Two Spring 2020 internship orientation meetings will be held on November 20 at 5pm or November 22 at 9am in room 102, SOE and via WebEx.
20. All out-of-area requests were due October 1.
21. **Report – Director of Recruitment & Retention – Dr. Jennifer Whittington**
22. Dr. Whittington reported that the Teacher Cadet Day was cancelled due to a low response. Additional thought will be given to this initiative regarding how to collaborate with regional Teacher Cadet Program leaders.
23. Dr. Whittington reported on Pembroke Day & the PSRC Football Night which was hosted by UNCP Athletics. Both events were successful with much appreciation to volunteers.
24. The next UNCP Open House is scheduled for October 12. See UNCP Serve to volunteer.
25. **Report – Dean’s Office**
    1. Currently, Praxis II preparation workshops are being planned for Saturday, November 2 by Dr. Cinnamon for Social Studies and Dr. Griner for Art. Drs. Hagevik and Lara expressed interest in providing workshops for Science and Spanish. Dr. Locklear will send an email to all program coordinators/directors soliciting additional interest. The dean’s office will pay for all workshop materials and a stipend to presenters.
26. **Announcements:**
27. EPP Advising meetings Wednesday, October 9, 5pm and Thursday, October 10, 10am, room 222, SOE
28. VSA, Friday, October 11
29. Open House, Saturday, October 12
30. PC/PD Meeting, October 24, 2pm, room 102, SOE
31. Fall Festival (Shining Stars, Pembroke Elementary, Prospect Elementary), Thursday, October 31, 9 -11am, Oxendine & SOE
32. Read-In, Friday, November 1, Pembroke Elementary School
33. Teacher Education Career Fair – Friday, November 8, 11am – 1pm, UC Annex
34. STEAM day, Saturday, November 16
35. Spring 2020 internship orientation meeting Wednesday, November 20, 5pm or Friday, November 22, 9am SOE, room 102
36. PC/PD Meeting, November 24, 2pm, room 102, SOE
37. Pinning Ceremony, Thursday, December 5, 4pm, UC Lounge
38. Commencement: Graduate - Friday, December 6; Undergraduate – Saturday, December 7
39. Praxis Core Boost – Monday, December 9 & Tuesday, December 10
40. 2020 NCACTE Fall Forum – September 23-25, 2020, North Raleigh Hilton
41. **Information/Handouts** – none
42. **Adjournment -** The meeting was adjourned at 4:55 pm.

**Next meeting: Wednesday, November 13, 3:00 p.m., room 222, SOE**

**Submitted by:** Zoe W. Locklear, Chair