



COUNCIL FOR EDUCATOR PREPARATION PROGRAMS
(CEPP)

CEPP Minutes: 2017

Minutes
Council on Teacher Education
Texas A&M University

Thursday, February 23, 2017
9am
211 Heaton Hall

In attendance: Larry Kelly (Post Bacc), Misti Corn (Dean), Jane Rankin (Accelerate Online), Jenn Whitfield (aggieTEACH), Miranda Walichowski (Bilingual – EPSY), Kim Parish (TLAC), Janet Hammer (TLAC), Beth McNeill (HLKN), Diane Graham (HLKN), Kelly Schmid (Special Education EPSY), Chris Cherry (Dean), Connie Fournier (Special Education), Jill Morris (Bryan ISD), Rebekah Schaub (Community Member), Tim Murphy (Agriculture), Melissa Fogarty (Special Education), Laura Wilding (aggieTEACH), Beverly Irby (EAHR), Brandi Barnett (EAHR), Sarah Oakley (TLAC – Master’s Programs), George Cunningham (Dean).

Welcome and Introductions – Misti Corn

- November 17, 2016 Minutes Approval – Beth McNeill moved for approval of minutes, Jane Rankin seconded, and the minutes were approved by vote.

The Council on Teacher Education (CTE) and the Role of Members – Misti Corn

- Misti explained the role of an Educator Preparation Program (EPP) governing board, such as CTE, as defined in TAC 228.2. The roles and expectations of both the State and Texas A&M University were identified. Member of CTE acknowledged the expectations and their responsibility to govern.

Selection of Faculty Chair for CTE – George Cunningham

Dr. Cunningham explained the need for a faculty member to chair the CTE Committee, as a replacement for Dawn Parker. It was decided to accept nominations, and vote by email before the next meeting.

Reports and Discussion:

- Janet Hammer announced TLAC’s plan to provide cords for graduates who will be entering the classroom. Dr. de Miranda’s vision is to honor, recognize and reward students for choosing the career of teaching. All programs are invited to participate. Number of graduates should be sent to Janet so an order can be made.
- Janet Hammer discussed the need for adding a mental health module which meets the TEA requirements. The discussion focused on programs that would meet our needs, pricing, and quality. It was decided each program would continue to use the current module but also add one of the state approved modules as well. Connie Fournier will contact DSHS to see if our module could be approved by the state for future use.

TEA/SBEC Updates

- Misti provided documents to all with new TEA requirements, surveys, consumer reports, approved mental health modules, and required evidence for TEA regulations. It was decided Misti would update the chart to identify areas of responsibility and implementation dates for the evidence chart.

Set Time/Date for Future Meetings

- It was decided to meet on the 4th Thursday of each month at 9am for the remainder of the semester. If necessary, a new time/date will be selected to better meet the needs of the group in the fall semester.

Program and school district announcements

- Miranda Walichowski announced the bilingual department will begin an Instructional Coach and Leadership Endorsement for students via peer model of coaching. The program will be funded by a Catapult Grant, span 5 semesters for 8 hours each semester, and include seminars, workshops and training. The program is designed to collect data on the effects of peer coaching.

The next meeting will be March 23rd at 9am.

Minutes
Council on Teacher Education
Texas A&M University

Thursday, May 25, 2017
9:00am
211 Heaton Hall

In attendance: Lauren Williams (Post Bacc), Misti Corn (Dean), Apostolos Vasilakis (English), Jane Rankin (Accelerate Online), Miranda Walichowski (Bilingual – EPSY), Mary Rosenet (TLAC), Janet Hammer (TLAC), Jenn Whitfield (aggieTEACH), Connie Fournie (SPED), Rebekah Schaub (Community Member), Laura Wilding (aggieTEACH), Linda Castillo (School Counselor), Diane Graham (HLKN), Kelly Schmid (Special Education EPSY), and Tim Murphy (Agriculture)

Welcome and Introductions – Jenn Whitfield

- February Minutes Approval – Kelly Schmid moved for approval of minutes, Apostolos Vasilakis seconded, and the minutes were approved by vote.
- Following approval of minutes, Jenn Whitfield thanked TLAC for the cords for graduates. Others agreed, saying this was a wonderful way to honor our educators.

Reports and Discussion:

- **T-TESS Training – Misti Corn**
 - All fall 2017 clinical teachers who were admitted after December 27, 2016 will require supervisors to be T-TESS trained. We have contracted with Region 6 to provide on campus training for those supervisors. A date was discussed and Tim Murphy will secure a room for August 15 or 16 in the AGLS building. Misti Corn will send details to all programs. For those unable to attend, Region 6 is offering a discounted rate at their campus for two dates in August. Misti will send flyer and promo code for discount.
- **Ethics, Mental Health, Suicide Prevention, Substance Abuse Modules – Jenn Whitfield/Misti Corn**
 - Jenn Whitfield has been working with Lorrie Ayers at TEA to determine the best, most suitable programs for us to use in order to meet the TAC. Most of the options are for practitioners and not teachers. Discussions are on-going with TEA in regards to meeting these requirements. It is the intention of CTE to create an eCampus community with all required trainings. Each program will have access, and completion will be stored for documentation. Linda Castillo and Connie Fournier plan to meet with DHHS and TEA to gather more details on training requirements and see if our current training will suffice. At this time, we will continue to use what we have until otherwise approved by TEA or adequate programs are delivered by TEA. The goal is to have this community created by fall 2017.
 - HLKN graduate students are possibly going to rewrite the current ethics module to update and “clean up” some of the activities. Connie Fournier will send her documents on the ethics module to Beth McNeill. We are in the process of trying to secure funds for this project. The goal for completion is fall 2017.
- **Certification Updates – Misti Corn**

- The new pass rate configuration will begin September 1, 2017. The first year is report only. Test pass rates will be computed based on the second attempt. Programs need to adjust test approval and remediation to prepare for this change, as it will effect accreditation.
- It is anticipated that a new EC-4 certification will be created based on legislation pending at this time. We will follow the legislation and report back.
- **Set date for next AY meetings**
 - We will send a doodle poll to find the best time for our fall/spring meetings.
- **Select Chairman for next year**
 - Misti will send a survey for selection. Jenn Whitfield will serve again, if elected.
- **Program and school district announcements**
 - TLAC is pursuing a Math, Physical Science, Engineering 6-12 certification in cooperation with the College of Engineering. It is expected to be offered in Spring 2018.

Minutes
Council on Teacher Education
Texas A&M University

Thursday, September 21, 2017
2:30pm
211 Heaton Hall

In attendance: Eliel Hinjosa (Post Bacc), Misti Corn (Dean), Apostolos Vasilakis (English), Jane Rankin (Accelerate Online), Miranda Walichowski (Bilingual – EPSY), Kim Parish (TLAC), Jenn Whitfield (aggieTEACH), Kelly Schmid (SPED), Linda Castillo (School Counselor), Beth McNeill (HLKN), Marla Ramirez (College Station ISD), Emily Cantrell (TLAC), Beverly Irby (Dean), and Jiling Lui (HLKN).

Welcome and Introductions – Jenn Whitfield

- May Minutes Approval – a motion to approve minutes as amended to show Jiling Lui attended the May meeting was made by Beth McNeill, Kelly Schmid seconded, and the minutes were approved by vote.

Reports and Discussion:

- **eCampus Community**
 - Jenn Whitfield described the community and how to access. The community can be used to house any resources used by all programs to meet the TEA requirements. Those needing access should send their UIN to Jenn.
- **Ethics Module – Beth McNeill**
 - Beth demonstrated the newly revised Ethics Module, now housed in eCampus. She explained the content, assessments, as well as how to help students who are not successful after 3 attempts. Discussion included adding more specific instructions for use with browsers and computers. The group thanked Beth and her team for updating this module.
- **Mental Health, Dyslexia, Suicide and Substance Abuse Modules – Misti Corn**
 - Misti reported that our current mental health module, created by Connie Fournie, will be presented at the Chancellor's Summit next week. If approved at the Summit, the System would work with us to have our module added to the list of approved program providers. An update will be forthcoming after the Summit.
- **Certification Updates – Misti Corn**
 - Effective 2017-2018, our pass rate for accreditation will be calculated after the second attempt. It is suggested to begin remediation after the first failure. It was asked if the Dean's Office would continue to support remediation by purchasing Certify Teacher. Dr. Irby will ask the Dean about this possibility.
- **BVCTEC/ Role of CTE – Jenn Whitfield**
 - A subcommittee was created to determine a course of action with BVCTEC, as the roles and mission have changed drastically since the last set of by-laws was created in 2000. The committee will be comprised of Jane Rankin (Chair), Kelly Schmid, Diane Graham, and Miranda Walichowski. The committee will report on their decision/findings at the October meeting. A subcommittee was created to discuss and revise the role

of the CTE as well. The committee will update the role from its last version in 1997 as well as address membership representing faculty (tenure and clinical), staff, and community members. The committee is comprised of Kim Parish (Chair), Beth McNeill, Kelly Schmid, and Misti Corn. The committee will report it's recommendations at the October meeting.

The meeting was adjourned.

Minutes for 10/19/17 meeting

In attendance were Jenn Whitfield (aggieTEACH), Connie Fournier(EPsy), Beth McNeill(HLKN), Jamie Norgaard(ALEC), JiLing Liu(HLKN), Janet Hammer (TLAC), Kim Parish (TLAC), Jane Rankin (Accelerate Online), Eliel Hinojosa (TLAC – Post Bacc.), Beverly Irby (Dean), Miranda Walichowski (Bilingual), and Cheryl Craig (TLAC).

Subcommittee Reports

Jane Rankin gave an update of the **BVCTEC review committee**. The committee recommends not to continue with BVCTEC in its current format (after career fair). The communication with the school districts is very important and it is important we maintain this, but it seems that the organization needs a new name and updated mission/purpose. Other items discussed:

- Updating data base. Check with Dawn Parker, maybe Mist? Jane Rankin would not mind overseeing this the database get updated. We want to be sure we are contacting the correct people with the correct information. We need to find our target audience based on purpose.
- We need to consider if CTE meeting could be a combined with the BVCTEC meeting. Another option would be bringing in specific members at specific times to talk to us about their needs.
- Purpose of the “new” organization can be communication and opportunity to learn from each other (sharing information). Building relationships with districts and supporting their needs.
- Can consider other options for meeting such as webinar.
- We might consider doing a survey for partner districts of key needs, and see what we might provide in terms training and resources. They might have ideas on what teacher prep could do.
- Consider big picture issues in training and certification.
- Could be an opportunity to change the name and mission, and define role and purpose so there are broader conversations.

The Role of the CTE

Kim Parrish gave an update on the edits to The Role of The Council for Teacher Education document. Some items discussed of the draft document provided by Kim are:

- The first line should read “The Council for Teacher Education at Texas A&M University consists of....”

- There is a statement in the 228.20 Governance of EPPs on which we should focus. The statement is “An advisory committee with members representing as many as possible of the groups identified as collaborators in this subsection shall assist in the design, delivery, evaluation, and major policy decisions of the EPP.
- In the section “Specifically, the Council for Teacher Education performs the following functions:” We need to add an additional statement (#4) that states something like “The council designs actions plans to assure compliance of state mandated policies within all teacher preparation programs at Texas A&M University.”
- Other items that can be added/deleted are:
 - Acts as an advisory to Dean
 - Reviews and acts upon all proposed new programs, and revisions to existing programs.
 - Include mission in first sentence
 - Once approved put in the approval date.
 - Consider who is included in meeting, and program
 - Omit the specified term requirements and state who should be in the council.

Redefining role of position of Director of Teacher Education and School Outreach

There will be a Faculty Fellow position posted soon. This is a ½ time position for APT or TT faculty and will be Teaching faculty development fellow with Bryan ISD; half-time position advertised.

Additional Items

- Dr. Irby hosted a meeting with Bryan ISD principals and brain-stormed needs. There is a list of issues that are defined with longer term commitments. In Bryan, TAMU has 1100 field placements right now.
- There are EPP stakeholder meetings that CTE members are encouraged to attend. Dates are Friday October 20th; Thursday October 26th(Dallas); Monday October 30th(Lubbock); Monday November 6th(Austin)
- Mental Health training: Misti presented at Chancellor’s summit meeting and will follow up Irma Harper. Beth and Connie meet with Misti about the Mental Health and Ethic Modules to see if they can be approved by the state to meet mandates.

CTE Meeting Sign-In October 19, 2017

Project: CTE
 Facilitator: _____
 Place/Room: Heaton 211

	PRINT NAME	ORGANIZATION	EMAIL
1	Jennifer Whitfield	CLSC-agg, TEACH	jwhitfld@tamu.edu
2	Connie Fournier	EPSY	cfournier@tamu.edu
3	Beth McNeill	HLKN	b-mcneill@tamu.edu
4	Jamie Norgaard	ALEC	jnorgaard@tamu.edu
5	Jiling Liu	HLKN	dalingliu@tamu.edu
6	Janet Hammer	TLAC	j.hammer@tamu.edu
7	Kim Parish	TLAC	kparish@tamu.edu
8	Jane Rankin	TLAC-Accel Online	janerankin@tamu.edu
9	Eliel Hingosa	TLAC-Post Bacc	elielhingosajr@tamu.edu
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11	Miranda Walichaoski	EPSY/Bil	m-walichaoski@tamu.edu
12	Cheryl J. Craig	TLAC	cheryljcraig@gmail.com
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**Minutes of
Texas A&M University Council for Educator Preparation Programs
(Formerly Council for Teacher Education)**

Texas A&M University
Thursday, November 16, 2017
2:30pm
Heaton 211

In attendance: Misti Corn (Office of the Dean), Jamie Norgaard (ALEC), Jill Morris (Bryan ISD), A. Vasilaki (English), Janet Hammer (TLAC), Jane Rankin (Accelerate Online), Beth McNeill (HLKN), Diane Graham (HLKN), Miranda Walichowski (Bilingual), Kelly Schmid (Special Education), Jenn Whitfield (aggieTEACH), Cheryl Craig (TLAC), Beverly Irby (Office of the Dean)

Welcome and Introductions – Jenn Whitfield

Approval of Minutes from October Meeting – Motion by Beth McNeill to approve minutes with the addition of those in attendance, seconded by Kelly Schmid, and approved by vote. Misti will email the September minutes to the group for approval/vote.

Reports and Discussion:

Certification Updates – Misti Corn

Misti updated the group on recent meetings attended, including the CSOTTE conference, Chancellors Summit, System Certification meeting, and TEA Stakeholders meeting. She provided information on the new EC-3 certification. There is a meeting next week with TLAC to discuss the possibility of offering this certification. Misti will email the group the draft for the EC-3 certification.

Update on the “Role of the CTE” Document – Jenn Whitfield and Beverly Irby

The revised “role” of the CTE was reviewed for corrections and clarification. The group will now be named the Texas A&M University Council for Educator Preparation Programs. The revised and final draft will be emailed to the group. Approval of this new role will take effect in January.

Discussion on sharing of benchmarks and competencies – Jenn Whitfield and Beverly Irby

Jenn and Beverly explained that each program should refer to the Raise your Hand document, specifically part B. Each program should review and prepare to share with the group their benchmarks, competency based preparation, etc. A schedule will be discussed in January for the programs to share with the group.

Discussion of Ethics Module – Beth McNeill

After completing the ethics module for all programs, now housed in the eCampus community, there is a need for some alignment and formatting corrections. Beth asked for monetary support to hire a graduate assistant to do such work. Beverly Irby volunteered her GA to do so.

No meeting in December – Misti will send a poll to find the best time to meet in the spring semester.

There were no program updates or announcements.

The meeting was adjourned.