
Meeting was called to order by J. Stroud at 3:00 PM.

1. Dean Jacobson welcomed new and returning PEC members and introduced Anita Welsh, new Associate Dean in Teachers College.

2. 2016-2017 Elections
   A. Richard Seymour was elected as Chairperson
   B. Denise Seabert was elected as Vice-Chairperson
   C. Cathy Siebert was elected as Secretary

3. Minutes from the March 30, 2016 meeting were approved.

4. Reports/Updates

Tk20
- Dr. Stroud provided a brief review of Tk20 and will be sending a document via email. M. Parsley provided a quick look at the actual Tk20 system.
- rGrade will remain active through December 1st. Data will still be available after that date.
- Faculty training will begin in October. Faculty and students will begin using Tk20 in spring 2017.
- An on-site person will be hired to work approximately 20 hours a week in TC 207 providing Tk20 support to faculty and students. Tk20 will also be doing on site training. Tk20 online help is unlimited.
- Students will be assessed a fee of $110 when they enter the EPP program with a graduated rate for current students and students transferring from Ivy Tech. Students will have access for seven years. After spring 2017 this fee will be embedded in the tuition base. There is no fee this semester. There is currently no policy regarding students who pay the fee and then leave the teacher preparation program. Dr. Stroud will be sending an email to students regarding this issue.
- Tk20 has a built-in portfolio platform that will begin being used in the spring. iCare Corner will provide training for transferring portfolios. Student can go to iCare and they will migrate their portfolios for them. Concern was raised regarding the use of Tk20 for portfolios.
- S. Srver encouraged people to review their data in rGrade for the past few years to make sure it looks right. If it’s not or it doesn’t look accurate, pursue that with rGrade NOW and do not wait until after December 1, 2016.

OTES – J. Dee
- Annual Report from OTES-CP – The Evaluation section of the report (located near the end of the document) was highlighted.
- Student Teaching Observation Form has been redesigned to more clearly align to the INTASC Standards. This form is not part of the UAS, and data is not collected from it. This is an interim solution until CAEP 1 comes forward with an alternative. Programs can add specific elements to the document. The goal is to have content specific elements added by the end of spring 2017.
- Student Teaching and the Public School Calendar – Feedback from school partners regarding having student teachers begin with the school has been 100% positive. A sub-committee composed of S. Benko, N. Yssel, V. Fife-Demsk, and J. Dee was formed to address balanced calendar issues. In addition, J. Dee identified these challenges:
  ✓ Confusion in rGrade regarding start dates for student teachers
  ✓ Situations regarding conflicts with students completing DP 3 requirements during Summer Two and receiving clearance to begin student teaching
  ✓ Faculty and supervisor confusion regarding when to submit grades
Calculation of the 16 week period
Timing with LAMP and portfolio requirements conflicting with school-based activities such as testing
Blackboard access
Student registration
Faculty compensation/contracts

J. Dee would like to form a committee to address these challenges with recommendations presented to PEC by October and a final decision by December. D. Seabert recommended analyzing clinical programs at the university that currently go beyond the typical semester parameters.

- Annual Mandatory Criminal Background Checks – A Sub-committee composed of M. Carter, J. Swensson, D. Seabert, and J. Dee was constituted to consider whether to require mandatory national criminal checks at DP 1 and draft policy. The national criminal check can be done online and would need to be done every year. Requiring this would also help with the process of placing student teachers as some schools require the criminal check before considering the applications.

Exit Survey Results – S. Sriver
The exit survey is administered to student teachers mid-way through their student teaching placement. The response rate for the 2016 survey was 65% which is a decline from previous years. S. Sriver will work with J. Dee and others to develop strategies to increase the response rate. There were six new questions regarding LAMP and a New section regarding iCare. This fall S. Sriver will be collecting a lot of data. Late October he will do a tour of programs and will be sharing some of the disaggregated data.

CAEP Updates:
- Overview – S. Sriver provided timelines and indicated that the next two years will be “CAEP years”. All Standards could use additional participation from faculty across the EPP.
- Standard 1 Committee - Dr. Drake-Brown reported that the committee spent fall 2015 developing five rubrics with feedback solicited in spring 2016. In April the committee submitted the rubrics to CAEP for initial feedback which was suppose to be provided by August 1 but has not materialized yet. The committee is currently working on a disposition rubric. The committee will begin modeling new assessments and rubrics in existing programs and plan to finish in September. Volunteers from the various programs will be solicited to implement the assessments in identified courses this semester. The committee will be focusing on reliability and validity for the assessments which includes school partner teachers and administrators. They also plan to get feedback from teacher candidates. L. Pufpaff has served as co-chair for two years but will step down at the end of the year. J. Cassidy will be the new co-chair.
- Standard 2 Committee - Dr. Stump reported that the focus this year will be on secondary and All Grades programs and will bring faculty together to recreate a clinical component. They will also continue to focus on Clinical partnerships and faculty.
- Standard 3 Committee - Dr. Clark reported that the committee is collecting data from university offices that already have that data. They currently have unit wide data that they will need; however, they will be calling on program coordinators to help with this in areas such as professional ethics and professional expectations. The committee knows it’s being addressed but not where or how. Indicator 3.2 deals with documenting candidates are at 50% at national skills on assessments. Sriver has worked with them on this along with Bill Knight’s office. 3.2 must be done in order to pass accreditation. Standard 3 has a lot of representatives from TC but would like additional representations from across the EPP.
- Standard 4 Committee - Drs. Swensson and McConnell reported that this Standard requires data regarding program completers from the previous two years which has not previously collected so new assessments have been developed. CAEP pushed for case studies from completers. Last semester they implemented a small scale pilot study to test instruments that they have including surveys for completers, administrators and interviews with completers/administrators. The committee has started looking at that data to tweak, although initially it appears that the instruments/activities are targeting the information they need to obtain. The committee plans to expand it this semester so they have a larger sample pilot study. All four elements in Standard 4 MUST be passed in order to be accedated by CAEP.
- Standard 5 Committee - Dr. Stefanski reported that this standard “looks at the big picture”. 5.2 looks at quality assessment measures. The committee is focusing this year on 5.3 which requires that we demonstrate that we have a cohesive system of continuous improvement. 5.4 has to do with completer data. 5.5 involves collecting evidence of how partners’ feedback is being integrated
into our system and was acted on spring 2016. 5.3 and 5.4 MUST be met to gain accreditation. Dr. Sheron Fraser-Burgess went to an IDOE-sponsored training for people who will be doing site visits in Indiana.

5. Announcements

✓ R. Seymour announced that PEC Nominations for Teacher, Administrator, and Students representatives are being solicited. PEC typically meets at 3:30 PM to allow for other partners to get here in time.

✓ S. Sriver announced that the next Indiana Association of Colleges of Teacher Education (IACTE) meeting is scheduled for September 23rd at University of Indy. The topic will be on ESSA with a focus on federal funding opportunities available through ESSA for higher education. Funding is available for both initial programs and principal preparation programs. A. Pilmore will email an agenda when it’s finalized.

6. Questions/Comments

✓ What is the status of the EdTPA pilot? J. Stroud indicated that Dean Jacobson continues to work on securing a coordinator to conduct a pilot.

The meeting was adjourned at 4:44 PM.

2016-2017 AY Meeting Dates

All meetings will be scheduled from 3:30 – 5:00 p.m.

- **September 7, 2016** – Room 301-302, Student Center
- **October 5, 2016** – Room 301-302, Student Center
- **November 2, 2016** – Room 301-302, Student Center
- **December 7, 2016** – Room 301-302, Student Center
- **January 11, 2017** – Room 301-302, Student Center
- **February 1, 2017** – Room 301-302, Student Center
- **March 1, 2017** – Room 301-302, Student Center
- **April 5, 2017** – Cardinal Hall A, Student Center (Second Floor)