

In Attendance:

Representatives:

Steve Macho, Judy Davis, Sherri Weber, Alex Means, Hibajene Shandomo, Shannon Budin, Michelle Bae-Dimitriadis, Kerry Renzoni, James Cercone, Terri Cinotti, Jill Gradwell

Ex Officio Members

Wendy Paterson, Kevin Miller, Patty Recchio, John Siskar, Mary Todd, Kathy Wood

Others in Attendance:

Wynnie Fisher (SNSS & AH), Jane Cushman (NSS/Math), Janine Viglietti (NSS/Math), Rosemary Arioli (SoE/EER), Julie Henry (SoE/EER), Joe Zawacki (NSS/ESSE)

Not in Attendance

Representative

Laura Klenk, David Henry, Dave Wilson, Larry Maheady, Jevon Hunter

Ex Officio Members

Benjamin Christy, Scott Johnson, Roslyn Linder, Melanie Perreault, Mark Severson, Jim Mayrose

- I. Call to order (12:08 pm)
- II. Approval of the minutes from November 4, 2016 - Approved
- III. TEC Membership
 - A. Need a roster of Subcommittees memberships – requested by Steve
 - B. Election (identification) of Representatives
 1. Community Rep – call for recommendations for a community representative.
Wendy Paterson suggested a bi-laws change, given that it is difficult for community representatives to attend meetings.
 - i. _____ (not determined)
 2. Student Representatives
 - i. Holly Zimmerman – nominated, and voted in as outside of school of Ed. representative.
 - ii. Need a 2nd outside the school of Ed. representative.
 - C. TEC representatives
 1. Request representatives report to their colleagues & encourage committee participation (per Steve Macho)
 2. Request each representative serve on at least one subcommittee – thank you! (per Steve Macho)
 - D. April Meeting date– question posed whether or not to keep the 4/14/17 date. Voted to keep the date.
- IV. TEC Committees
 - A. Assessment/Accreditation (Joe Zawicki) – committee will meet in the next week or so.

1. CAEP Coordinator (Mary Todd) - Overview & what to expect on next round of accreditation
 - a. Jill Gradwell asked if we needed more data across cohorts
 - b. Mary Todd can submit a report with one set of cohort data.
 - c. Need data for spring 2018 and fall 2018.
 - d. Fall 2017 will be the last chance to get information in TaskStream so that it can be collected.
 - e. New standards then new curriculum maps (CAEP standards) in TaskStream
 1. Jill recommended entering new curriculum maps and / or making changes well in advance.
 2. Concern about the workload in entering updated standards/curriculum/information into TaskStream.
 3. Suggestion to have a workshop on TaskStream. (James Cercone)
 4. Mary Todd cautioned against having too many people modifying TaskStream.
 - f. Programs
 1. SLP (only master's program): transition to new standards 8/2017
 - a. SLP was on probation. Probation status has been removed and program is fully reaccredited. Next accreditation will be 2023
 - b. Discussed possible incorporation of SLP in unit assessment
 2. Foreign Lang: using 2013 standards
 3. English Ed.: will need to be adapted to 2012 standards. Need updates in TaskStream.
 4. Art and Music: 2012 standards in process – different cycle than CAEP.
 5. Social Studies: using 2004 standards.
 6. Math Ed.: will be adapting to 2012 standards. This will be the first year doing so and they will be resubmitting in March.
 7. Science Ed.: using 2012 standards, and have submitted under those, hoping to submit spring 2017.
 8. School of Ed.: New standards are not finalized. Two SPA reports will be submitted.
 9. CTE, BME, FACS, Tech Ed.: 2010 AAFCS standards in process.
 10. Elementary Ed.: 2012 CEC-CAEP standards in place will submit in spring 2019.
 11. Early childhood: 2010 NAEYC standards already adapted.
 12. Ex Ed.: 2012 standards, will submit in spring 2019.
 13. Bilingual Special Ed., Severe and Multiple Disabilities, Teaching English to Speakers of Other Languages: submit Spring 2019 (Even if no one is in the programs, the programs must still undergo SPA review).
 14. Literacy Ed: Has new standards – may use 2010 set at this point which are already adapted, submit in spring 2019.
 - g. Program assessment plans

1. Need assessment plans. As we do adjustments to programs, what is the assessment plan? This is a Middle States mandate.
 2. All programs need to have curriculum maps.
 3. These plans can be done on paper and Mary can help to put on Accountability Management System (AMS).
 4. Mary noted that assessment plans were placed on department webpages.
 5. Suggestion: to place all departments' assessment plans on their particular websites. Data does not need to be included.
 6. SPA reports are a good starting point. Everyone with new standards needs to revise these assessment standards.
 7. SPA standards closely align to student teaching evals.
 8. Assessment reports should exist for each program.
 9. If a department has more than one program, then they need to have different assessment plans for each.
 10. Mary suggests a one-page program assessment plan.
- h. When to submit for SPA is a question.
 - i. Mary is concerned about advanced programs because there are separate CAEP standards for the advanced programs. Meeting these standards will need to be documented (data about programs and field experiences).
 - j. Advanced standards are explicitly articulated. Currently, BSC does not have the documentation to meet the advanced standards requirements.
 - k. Advanced programs will be identified by Mary, and she will give those names to Wendy Paterson who will work with chairs and coordinators to communicate and coordinate changes that need to be made.
 - l. Unit assessments will need to be completed.
 - m. New EPP folder given the old one has maxed out on subscriptions.
 - n. See CAEP Coordinator recommendations (PEPPA).
 - o. Need to start completing action plans. CAEP requires that Unit activities are documented. The following should be reviewed to show that we are acting as a unit and have governance:
 1. Middle States
 2. CAEP
 3. Conceptual framework
 - p. If using Accountability Management System (AMS), then everyone can contribute documentation
 1. Assessment Plan
 2. Assessment Progress
 - q. Need to update EPP website. Mary would like all parts of unit to be linked on this website. Documentation needs to be linked.
 - r. Protocol agreements need to be finalized.
 - s. Questions answered:
 1. Are their examples of advanced programs plans: no because have been in place for a short period of time
 2. Few advanced programs are using any of the Unit's tools for data collection.

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3. When will CAEP report be submitted: 2021 will be when Mary submits the report for a 2022 CAEP review; therefore, data must be collected in advance (2018 or 2019) – Mary will let us know.
- B. Faculty Development (Jill Gradwell / Shannon Budin)
 1. Please review minutes that were distributed via email.
 2. March 31st, tentative date for spring workshop in the afternoon (Professional Development: using technology with our students so that they may use it with their students in the classroom).
 - C. Field/Clinical Experiences (Rosemary Arioli)
 1. Group has met to work on Field Placement Handbook, and would like to pilot this handbook with 5 different departments in January. Pilot in Spring 2017, and receive feedback at the end of that semester.
 - D. UUP Teacher Education Task Force Report (Steve Macho)
 1. EdTPA taskforce noted.
 2. Good support from UUP with some issues of certification, exams, and safety nets. (Patty Recchio)
 3. Contacted earlier this week about EdTPA. BSC pass rate 67% without safety net, low 90s with. Similar issues across SUNY. Discussions are occurring pertaining to what will happen when safety nets are removed.
 4. TEACH NY is about to turn into policy. Policy is supposed to be available in January for public review.
- V. Unit Head Report (Wendy Paterson)
- A. Nothing new to report
- VI. Certification Office update (Patty Recchio)
- A. NYSTE vouchers have not arrived.
 - B. EdTPA state level taskforce wrapped up as much as they can and will circulate a draft of the proposal to send to board of regents.
 - C. Scheduled a campus level meeting pertaining to EdTPA taskforce meeting. Save the date was sent.
- VII. CEURE/Educational Pipeline Initiatives update (John Siskar)
- A. Things are going well, nothing new to report.
- VIII. TEUPAC Co-Director (Pixita del Prado Hill)
- A. Provided by Steve Macho
- IX. New Business (15 minutes –1:20 – 1:25)
- A. Bylaws review: TEC membership (4-year review as per bylaws), program SPA writers, and Unit Head definitions
 - i. These bi-laws were sent to all – with suggested changes.
 - ii. Please email Steve if there are any concerns about suggested changes.
 - iii. An email vote will occur on the bi-laws prior to the next TEC meeting.
 - iv. Please review those bi-laws.
 - B. Provost Perreault plans to attend the February 10th TEC meeting
 - C. Recruitment – Kathy Wood

- i. Buffalo State faculty will be writing a proposal for Urban Teachers Academy
 - 1. Program will be running in fall of 2017.
 - 2. A high school in Rochester is interested.
 - 3. Some high schools in NYC interested as well.
- X. Adjournment (1:17) Adjournment motioned and seconded.

Respectfully submitted,

Theresa M. Cinotti

2016-2017 TEC Meeting Dates; 1:00-2:30 in GC 418

Fall 2016
September 9, 2016 –first mtg.
October 14, 2016
November 4, 2016
*December 9, 2016@ **noon** *

Spring 2017
February 10, 2017
March 10, 2017
April 14, 2017
*May 12, 2017 @ **noon**