

TEC Minutes: November 10, 2017
1:00-2:30 in GC 418

In Attendance:

Representatives: Steve Macho, Judy Davis, Mary C. Cummings, Lisa Rafferty, Reva Fish, Hibajene Shandomo, David Henry, Shannon Budin, Candace Masters, Dave Wilson, Joe Zawicki, Fran Paskowitz, and Kerry Renzoni

Ex Officio Members: Wendy Paterson, Patricia Recchio, and Tiffany Fuszak

Others in Attendance: Julie Henry, Alice Pennisi

Not in Attendance: James Cercone, Terri Cinotti, Dan Klein, Holly Zimmerman, Ben Christy, Amitra Wall, Bradley Fuster, Heather Maldonado, Melanie Perreault, Kevin Miller, Mark Severson, John Siskar, Kathy Wood, Rita Zientek, Sue McMillen/Pixita del Prado Hill, Larry Maheady, and Jevon Hunter

- I. Kerry Renzoni call to order (1:00 pm)
- II. Approval of the minutes from October 13, 2017
 - a. Mary Cummings motion to approve.
 - b. Fran Paskowitz seconded the motion.
 - c. All in favor and moved.
- III. TEC membership (1:00 -1:05)
 - a. TEC representatives
 - i. Request representatives report to their colleagues and encourage committee participation.
 - ii. Request each representative serve on at least one subcommittee – thank you!
- IV. TEC Committee Reports (50 min 1:05-1:55)
 - A. Assessment/Accreditation (30 min) (Joe Zawicki and Assessment Committee)
 - a. Timeline (Joe)
 - i. Fall 2017-- piloting the unit assessments, which will continue for next few years.
 - ii. Spring 2019--SPA reviews will be written. Tiffany should be used as a consultant. At least 3 semesters of data should be included.
 - iii. Self-study in Spring 2021
 - iv. CAEP visit Spring 2022
 - b. CAEP Coordinator Discussion (Kerry)
 - i. We do not have CAEP Coordinator. A draft memo was presented to the group formally requesting this position to the Provost, and feedback was gathered on the memo.
 1. Fran—Questioned about the date “Jan 2018.” Make a statement stronger about how it will help us pass and how we failed standards before.
 2. Wendy—Cautioned for us to be precise in the language we use. We did not fail the entire assessment before; we failed standards; another example is that we have 53 organizations, not programs; suggested to include language about support; other institutions have developed this role and provide titles such as Associate Dean for Accreditation. To gather the position, these institutions noted that they often sacrificed lines. Wendy stressed that we

- need to make the case for what the job is and entails. It's important that we articulate that "CAEP is NCATE on steroids."
3. Shannon—Suggested that we add a number of components, including: trainings, inter-rater, state that we may need help with design (reliability and validity), dissemination of data, design exhibit room for unit data, and aligning data across RISE.
 4. Steve—Noted that the person could be institutional point of contact
 5. Alice—Suggested to add how many programs need to be organized with this
 6. Kerry ended the discussion by asking for emails with specific feedback; thanked in advance.
- c. Overview of Program Assessment Reviews (Tiffany)
 - i. SPA reports due March 15, 2019
 - ii. Low enrollment guideline is 10 or less active students in the last 3 years; in AIMS it states 3 or few completers in last 3 years
 - d. Program Assessment Discussion (Shannon)
 - i. Shared EXED format for assessment.
 1. EXED reviews data on a cycle, and the discussions are embedded in department meetings; discussions and decisions are included meeting minutes. (Reflections a big part of the process. It's important to note how programs are using data to make changes to programs.)
 2. EXED makes and save reports in Taskstream per semester.
 3. Assessment Cycle/process shared
 4. Developed Program Assessment Plan, which can be found on the Department's website.
 5. Shared map that illustrates alignment of artifacts with CAEP standards, SPA standards, TEU conceptual framework, implementation and analysis cycles.
 6. Reported that EXED is updating assessment scales from 1-3 to 1-5 to make the data more usable.
 - e. What other assessment support would be helpful for programs? (Julie)
 - i. Members noted that more models would be helpful.
 - ii. Julie posed the question, "How would we provide supports?" She also asked if it would helpful to have a meeting with the different program coordinators, such as a retreat
 1. It was suggested that it might be helpful to include people from other campuses working on similar SPA reports and such.
 2. Wendy said Chris Givner, SOE Dean at Fredonia, will be coming in January to work with the assessment writers.
 3. It was suggested at the next TEC meeting, the Assessment Committee will coordinate for another model and SPA report to be presented.
 4. A question about how RISE branding relates to CLOPPtrod was brought up. (It was noted that this will be discussed at next TEC meeting.)

B. Faculty Development (Shannon Budin) (5 min)

- a. Advocacy professional development workshop with Jamie Daigler is set for the spring semester.
 - i. Friday, February 23, 9-11 am, Butler 210
 - ii. Will have a flyer before next meeting to Save the Date

iii. Sue Rubino will do RSVPs as per Dean Paterson.

C. Field/Clinical Experiences (Rosemary Arioli) (5 min)

a. No report

D. Recruitment (Kathy Wood) (5 min)

a. No report

E. UUP Teacher Education Task Force Report (Steve Macho) (5 min)

a. Reported that the new contract coming at some point.

b. More details at next meeting UUP meeting.

V. Unit Head Report (20 minutes 1:55-2:15) (Wendy Paterson)

a. Field experiences

i. Wendy asked if everyone is using the handbook. If not, she noted that all programs should be.

ii. Rosemary Arioli can be a resource for those who still need help with handbook.

iii. Keeping track of mentor teachers is a discussion we need to have for internal records. We need to know how we would recommend and such. Our process for deciding upon who we chose for mentor teachers should be public. Who we decided upon should be private.

b. Recruitment

i. A group from Buffalo State met with Crystal People-Stokes' office. The group is starting discussions about developing a program to identify teacher's assistance and aids (in Buffalo Public Schools) with bachelor's degrees who are interested in obtaining teacher certification in BPS. BSC is working to make this "doable." Partnering with Empire State that has an extensive system for giving "life experience" credit. Discussions about Trans B programs in campus and alternate student teaching experiences where the aid is teacher of record during student teaching experience.

ii. Puerto Rico (Patty Recchio)—Buffalo Public Schools recruited 9 teachers from Puerto Rico to teach in the district. These teachers are currently working in the schools, and Buffalo State is currently in discussions about how we can work with them to obtain their NYS certifications in their main content area. Each of the teachers will need to obtain their bilingual certification, and there is a program at BSC they can enroll in.

iii. 3+2 China program--Largest percentage of students from the 3+2 program are in teacher education. It started with 2 and now there are 12.

iv. MAT (Master of Arts in Teaching)—This program is being developed to help streamline the post-bacc programs (math, English, Social Studies, and foreign language), which will be masters in the revision. The main focus is to allow students the ability to complete the program in no more than 2 years, and there are foundation courses that students in each track can take. in doable in no more than 2 years. Right now, the program application is in process. Waiting for some courses to go through Senate before program paperwork can be completed.

v. Enrollments in initial cert programs, especially those first initial certification master's programs are starting to increase.

vi. Questions about future of foreign language was posed. It was noted that it is dangerous to discontinue a program, because it is difficult to get it back. Follow up with Dr. Mark Warford is necessary.

VI. Certification Office update (5 minutes 2:15-2:20) (Patty Recchio)

a. edTPA—Jan 1 changes: Patty is going to put together an email addressing the questions she's received related to the changes. (She noted that she plans to put it out early next week.)

- i. Original safety nets are still eligible before June 30, 2018.
 - b. Vouchers—State said vouchers are scheduled to be released in November; we’re going to do something different this year to ensure that students use them. (There was a high rate of vouchers not used.) edTPA is your last requirement; Patty wants proof that they have it mostly completed and ready to use.
 - c. Wendy said to let students know to submit right away. edTPA is not going away, and those who wait don’t finish.
- VII. CEURE/Educational Pipeline Initiatives update (5 minutes – 2:15 - 2:20) (John Siskar)
- a. No report
- VIII. TEUPAC Co-Director (1 minute) (Sue McMillen / Pixita del Prado Hill)
- a. No report.
- IX. Old Business (1 min)
- a. TEC By-Law revisions electronic vote---Will be receiving electronic vote soon. Be on the lookout for that.
- X. New Business (5 minutes)
- a. Email Kerry with any new business
- XI. Adjournment (2:30)
- a. Shannon motion
 - b. Judy second
 - c. All in favor

Respectfully submitted,

Lisa A. Rafferty

2017-2018 TEC Meeting Dates; 1:00-2:30 in GC 418

Fall 2017
 September 8, 2017- first mtg.
 October 13, 2017
 November 10, 2017
 *December 8, 2017 @ **noon**

Spring 2018
 February 9, 2018
 March 9, 2018
 April 13, 2018
 *May 11, 2018 @ **noon**
