

TEC Meeting Minutes: April 10, 2015
1:00-2:30 in GC 418

- I. Pixita del Prado Hill called the meeting to order at 1:00 pm
- II. Attending Members:
Daniel Beattie, Judy Davis, Leslie Day, Pixita del Prado Hill, Vicky Furby, Kate Hartman, Elizabeth Kuttesch, Steve Macho, Dave Wilson, Joe Zawicki

Ex Officio Members:
Wendy Paterson, Patty Recchio, Mary Todd, Kathy Wood

TEU Members attending:
Wynnie Fisher, Robert Gallagher, Dave Henry, Sue McMillen, Sherri Weber
- III. A motion was made to approve the minutes from March 13, 2015 without changes by Joe Zawicki and seconded by Steve Macho. Unanimous approval.
- IV. NCATE visit
 - A. Many thanks to Mary Todd, NCATE Coordinator!
 - B. Congratulations to the Unit!
- V. TEC Membership
 - A. Welcome Bob Gallagher, sitting in as a community member on behalf of Fran Paskowitz.
 - B. All TEU members are encouraged to join a subcommittee.
- VI. TEC Committee Reports
 - A. Assessment/Accreditation – (Mary Todd reporting) Discussion of upcoming changes to CAEP. Mary Todd encouraged others to become involved in working with the data that contribute to assessment and accreditation. All voices are welcome.
 - B. Faculty Development – (Pixita del Prado Hill reporting) The committee will meet on Wednesday April 15 from 9:00-10:00 in Bacon 305 to decide next steps after last fall's meeting on advocacy in teacher education.
 - C. Field/Clinical Experiences – (Leslie Day reporting) The committee has met twice and is getting close to completing a Teacher Candidate Handbook to share with TEC. Excited that advanced programs achieved moving toward target during the NCATE visit. Discussed the long list of items that they learned from meeting with the NCATE Board of Examiners, such as the evaluation of mentoring teachers. Encouragement to collect the data, use the data, and implement program changes. Kate Hartman agreed that a consistent method for collecting data will be beneficial. All are invited to join the next meeting on May 4th. Using a uniform spreadsheet for collecting data about the number of hours, people, and kinds of activities that SUNY Buffalo State

engages in during a typical year. Still working out details, such as how to indicate a mix of both service learning and methods experience in courses.

- D. Ad hoc Committee on Certification Process – (Patty Recchio reporting) The committee will meet again in a few weeks. Still compiling data about faculty experiences with NYSTCEs.

VII. Certification Office update – (Patty Recchio reporting)

- A. Will be sending communication next week about a change that the state is making to the fingerprinting procedures. Teacher candidates will have to go to an electronic scanning facility after July 1st; fingerprinting services will no longer be available in the Teacher Certification Office. The new company is called Morphotrust. Suggestion from the council that this change should be brought to the attention of UUP.
- B. Revised/updated CST results were sent to teacher candidates this week. Teacher candidates should have their score reports, but Patty Recchio does not. She only has data from the exam given in September at this point. Sue McMillen noted that exams not yet taken are listed on the report as “did not pass.” Sue McMillen waiting to have her phone call returned to ask more questions about this. If teacher candidates or faculty have testing process concerns, please refer them to Patty Recchio.

VIII. Unit Head update – (Wendy Paterson reporting)

- A. **Admissions process:** the two statements that she gave last time are the statements that WILL go in the catalog. Programs may not have to duplicate information, but she would like to compile a resource that outlines every department’s procedure regarding who is accepted into the various programs based on GPA. If program changes are made, ensure that admissions requirements reflect the change since these are likely to be scrutinized closely by the state. The goal is to make the admissions procedure very clear. Departments may do whatever they believe they should do to get teacher candidates into their programs. Most secondary’s have no issue because they can be admitted into the major, then into the education program when they reach a 3.0. Required tests vary by department (Praxis for Social Studies Education, for example). Any test that is nationally normed may be used as admissions criteria. Dr. Paterson is meeting with Carmella of the Admissions Department to discuss undergraduate procedures and Dr. Railey will work with the Graduate school for graduate procedures. Question from Vicky Furby about certified teachers applying to programs in the Music Education Department. Dr. Paterson advised changing that requirement because of the delay in certification potentially caused by the certification exams. The goal is to accept teacher candidates that we believe have potential as teachers. Need to include statements of exemption with an explanation of how they will meet the requirement and within what time frame. Issue in Elementary Education, can we waive submission of the ACT/SAT for transfer students? Response: Give them a timeline for when they must submit those test scores if they had not previously taken them. Dr. Paterson will field questions to further clarify this issue. We

don't want to prevent potentially strong candidates from enrolling in our programs.

- B. **Union Activity:** UUP representatives are doing a lot of work to support teacher certification. They are working to push edTPA to the professional certification level and to put a safety net in place for the new exams. (The teacher candidates taking the new 2014-15 NYSTCEs did not have the curriculum that they would need for those exams.) The Regents are aware. Encouraged to talk to people you know that are involved in governance and to give your UUP representatives information. UUP also wrote a rebuttal to NCTQ.
- IX. Accreditation updates – (Mary Todd reporting)
- A. One Area for Improvement (AFI) from the NCATE Board of Examiners team leader. Note that although we were cited with 22 AFIs in Standard 4, after the on-site review, we have no AFIs for this standard. Our one AFI is in Standard 5 – the committee noted a lack of evaluation and oversight for cooperating/mentoring teachers. In Standard 6 the previously cited AFIs were corrected. They have given us a timeline for when they will write and submit the report. We have the opportunity to submit a rejoinder about the one AFI. Leslie Day recommended waiving this opportunity, but Mary Todd noted that it was not on the off-site review nor is it listed as a requirement in the standard. Also, although we can easily address this issue for our undergraduate programs, it will be more difficult with the advanced programs. CAEP might require that we do this. This AFI leads us into CAEP where there might be higher expectations. We could be asked for data up to 7 years. Sue McMillen shared her concern based on experiences with math grants. There might be push back from the mentor teachers. Bob Gallagher pointed out that the union might dissuade teachers from taking a student teacher because of the evaluation that goes along with it. How can we evaluate the mentor teachers both systematically and comprehensively without alienation? Joe Zawicki suggested a simple form. Although there are requirements for who is a mentoring teacher, such as having tenure and a master's degree, NCATE needs assurance that the candidates had a quality experience. Kathy Wood's suggested that teacher candidates do less formal reflections in order to point toward the mentor teachers who should be used. Kevin Miller pointed out that we have to be careful because we're looking for quality assurance, but based on what we say is quality. We should do something as a stop gap because there are changes coming for teachers and teacher evaluation. Wendy Paterson suggested that NCATE is an accrediting board, not the ultimate authority. We should do something internally unit-wide to assess mentoring teachers, but keep the decision with the teacher educators. Our school-university partnerships are top notch. Kate Hartman pointed out that we don't want to cause ripple effects in the district. Steve Macho moved to form an ad-hoc committee to discuss this issue in preparation for the May TEC meeting. Joe Zawicki and Steve Macho volunteered to be on the committee, led by Mary Todd.
 - B. Mary Todd will be investigating the CAEP requirements. See handout entitled "CAEP Requirements Summary (areas to strengthen only)." She will be very

specific about who has what that we need to do this reporting. She will be moving aggressively.

- X. CEURE/Educational Pipeline Initiatives update - John Siskar was not in attendance
- XI. TEUPAC update – (Leslie Day reporting)
 - A. Next meeting is May 1 from 7:45-10:00 at Niagara Charter School. The central focus of the professional development for this meeting will be learning walks. Call to secondary programs to have more secondary faculty, principals, and mentoring teachers on TEUPAC.
 - B. Two-day symposium on May 20 and 21. Requested that faculty and student teaching supervisors help spread the word. The goal is to get at least one person from every partnering school to attend. It is a free opportunity to receive close to a thousand dollars' worth of professional development. We'll be taking registrations until May 14. Funding for the symposium is from the Race to the Top because SUNY Buffalo State was chosen as a Center for Innovation for Clinically Rich Practice. It will be a great collaborative event. This is a reward for the mentoring teachers for welcoming our students and working alongside our teacher education programs. Wendy Paterson asked the group to invite people personally. It aligns well with some of our goals as we move toward CAEP.
- XII. New Business
 - A. Joe Zawicki reported on the electronic vote. Forty votes total were submitted, 84% were for adding the endowed chairs as TEC members.
 - B. Patty Recchio reported that the edTPA Task Force met yesterday. The group discussed adding \$300 as a lab fee to help students cover the cost through financial aid. They were unable to determine if doing so would make it a program requirement.
 - C. Sue McMillen reported on implementing the badge system. See handout "Gathering Information on the Use of Badges for Teacher Candidate Workshops." Dr. Henry believes that badges for workshops such as the Second Language Acquisition Support sessions would help departments monitor when/if teacher candidates are acquiring skills; moreover, these will be useful for establishing a level of expertise. If it's a badge outside of a course, one expert delivers the content, rather than training all faculty members. Mary Todd noted that this is an opportunity to aggregate data about what skills and opportunities teacher candidates are accruing. Kevin Miller and Sue McMillen agreed that we should be asking what skills are essential for students to have.
 - D. Requested that TEC members speak with the faculty in their departments and be prepared to discuss this issue at the May meeting.
- XIII. Adjournment – Joe Zawicki moved to adjourn, and Sue McMillen seconded. Meeting adjourned at 2:32 pm.

Final meeting of TEC for 2014-2015: May 8, 12:00-1:30 in GC 418 (**please note time change**)