I. Old Business: (5-7 minutes)  
   A. Introductions/September minutes  
   B. October Holmes Center update (Emailed on 10/5; posted on teams)  
   C. CAEP/State Approval Timelines

II. New Business (15-25 minutes)  
   A. NHDOE Updates  
   B. National Recognition Timeline  
      i. Submission deadlines on CAEP website; First submission start as soon as March 2021 for a 2024 site visit; Programs can submit in 2022  
      ii. Action item:  
          1. Please inform Holmes Center if you plan to complete the SPA report in 2021 or 2022  
   C. Holmes Center Budget Update  
      i. Mentor Teacher Stipends and University Supervisor payments process  
   D. 5 year Alumni database  
      1. Completed for the Advanced Programs  
      2. Will complete by November CEP meeting for Initial Teacher Cert. Programs.  
   E. Taskstream:  
      i. Single Sign On isn’t working with Chrome browser  
      ii. Questions/support with using Taskstream  
      iii. Clinical database information: send early/mid-level info to Holmes Center.

III. Discussion (45-60 minutes)  
   A. Advanced Programs: Breakout room to discuss/prepare for upcoming reviews.

Initial Teacher Certification Programs:  
   B. Spring internship start date:  
      1. January 11th? Two weeks before classes start  
      2. Questions/Concerns regarding K-12 placements

   C. Consistency/Clarity across programs  
      i. Decision Points 1-4 G.P.A. requirement for each program- send info to Holmes Center  
      ii. Educator Dispositions Assessment: 4 courses - send info to Holmes Center
iii. Background **Checks**
iv. Early/Mid-level Clinical Experiences (from Sept. meeting)
v. Technology implementation (from Sept. Meeting)

D. From September meeting:

**Action items:**

i. **Establish a baseline expectation for Early/Mid-level Clinical experiences across all Initial Teacher Cert programs.**

ii. **Establish a baseline expectation for interns to model and apply technology with P-12 students across all Initial Teacher Cert programs.**
   1. Requested data for above action items is posted in the Holmes Center CEP faculty channel.

IV. **Important Dates Reminders**

i. **November 16th: CEP meeting**
   1. NH DOE will join us @ 4:30 pm
   2. Week of November 2nd: Holmes Center sends monthly update
   3. Week of November 9th: Holmes Center sends the Nov. CEP agenda

ii. **January Data Retreat: Tuesday, January 12: 10am- 2pm**
   1. 10- noon; Break @ noon; finish from 1-2 pm
CEP MEETING Minutes September 21, 2020

Meeting Opened: 3:31pm

I. Introductions (5-7 minutes)
   A. New CEP Representatives

II. CEP bylaws (3-5 minutes)
   i. Review membership
      Discussed: Bylaws state that 2 student representatives should be attending meetings
   ii. Review CEP purpose
      1. Oversight of Education Preparation and alignment to State and National standards
      2. Any curriculum changes (substantive change) to educator preparation programs must be presented to the CEP for approval.

III. Review Accreditation Timelines (10 minutes)
   A. State approval expirations (Addendum 1)
   B. CAEP Approval Timelines (Addendum 2)
      i. Initial Teacher Certification Programs: 12/31/2024
         1. Late Fall 2023: Self-study report due
         2. Spring 2024: On-site review
         3. Fall 2024: Council Decision
      ii. Advanced Programs: 12/31/2021
         1. 1/2/2021: Self-study report due
         2. Spring/Summer 2021: 1 day virtual review
         3. Fall 2021: Council Decision
      Discussed: Music, Art and PE do not have SPA’s
         Many institutions are opting out of CAEP accreditation – can programs have a choice.
   C. AAQEP
      i. Initial Teacher Certification Programs: June 2026
         1. Reminder: NHDOE and AAQEP doesn’t currently have an MOU.

    Discussed: AAQEP is not CHEA approved. Currently there is not an agreement between AAQEP and State of NH. NH is working on a MOU.
    Will revisit this timeline again at the October meeting.
    Action: Brian was asked to investigate fees charged for CAEP and AAQEP and bring information back to CEP at October meeting.
IV. Discussion [45 minutes]

A. Advanced Programs
   i. Breakout room to discuss/prepare for upcoming reviews. OIE will also check in.

B. Initial Teacher Certification Programs
   i. Review Accreditation Action Report (Addendum 2)
      1. How are programs addressing these AFIs?
         Concern: if a program does not meet a standard – the standard will fail. Discussion: There is need for baseline expectations for consistency across all programs for Early, Mid and final clinical experiences.
         Action: Irene will share chart of progressions for field experiences.
         Brian will post resources on Teams/CEP to share information
         For October meeting – develop chart for program/course/ # hours. 2017 chart will be shared and ask that each program update information.
   
   ii. Fall Clinical Experiences: Mid-level and the Internship
      1. Innovative ideas? Successes?
   
   iii. Spring 2021 Clinical Experiences: Mid-level and the Internship
      Concern: challenges of arranging placements in schools
      Discussion: Are there opportunities to have larger conversations with districts about future educator’s experiences and how can districts help? Important need to present a shared message with districts. Work with all programs to create consistent expectations.
      
      Action:
      Spring Internship start date will be coordinated based on the Academic Calendar and Covid-19 testing plan here @ PSU. Coordinators were asked to share any district placement issues for spring.

C. Office of Institutional Effectiveness: Check in

D. Other

V. Important Dates [5-7 minutes]

i. October 19th: CEP meeting
   1. Week of October 5th: Holmes Center sends monthly update
   2. Week of October 12th: Holmes Center sends the October CEP agenda

ii. November 16th: CEP meeting
   1. NH DOE will join us @ 4:30 pm
   2. Week of November 2nd: Holmes Center sends monthly update
   3. Week of November 9th: Holmes Center sends the Nov. CEP agenda

Meeting adjourned at 5:00pm.