



# Plymouth State UNIVERSITY

## CEP MEETING AGENDA October 19th, 2020; 3:30 - 5 pm

Join Zoom Meeting

<https://plymouthstate.zoom.us/j/94879657128?pwd=aTVsUmlIOVpzMEkwNGFONnRxUIJ4UT09>

Meeting ID: 948 7965 7128; Passcode: 377903

### 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 16<sup>th</sup>: CEP meeting
  - 1. NH DOE will join us @ 4:30 pm
  - 2. Week of November 2<sup>nd</sup>: Holmes Center sends monthly update
  - 3. Week of November 9<sup>th</sup>: 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 Minutes - DRAFT 3:30- 5  
pm**

**Meeting Opened: 3:31pm**

**In Attendance:** Betsy Ayotte, Jaylene Bengtson, Linda Carrier, Valerie Comeau-Palmer, Irene Cucina, Doug Earick, Pam Harland, Robin Hausheer, Lynn Johnson, Marcel Lebrun, Joey Rino, Beth Sweeney-Fornauf, Brian Walker, Cynthia Waltman.

- 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 Cert 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 19<sup>th</sup>: CEP meeting

1. Week of October 5<sup>th</sup>: Holmes Center sends monthly update
2. Week of October 12<sup>th</sup>: Holmes Center sends the October CEP agenda

- ii. November 16<sup>th</sup>: CEP meeting

1. NH DOE will join us @ 4:30 pm
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Meeting adjourned at 5:00pm.