I. **Old Business: (5 minutes)**
   A. Introductions/October minutes
   B. November Holmes Center update (Emailed on 11/6; posted on teams)
      i. Please inform the Holmes Center if you plan to complete the SPA report in 2021 or 2022
   C. Call for January Retreat Agenda items: Send requests to Brian/Val

II. **New Business: Curriculum Updates**
   - Per CEP faculty member(s) request, vote for Motions in A and B by written ballot via qualtrics.
   - Rewording of motions may be necessary at the CEP meeting.

   **A. School Principal**
   i. Chris Benedetti: Share rationale for closing this program. (addendum 1)
   ii. Motion: To approve closing the School Principal program by 2022. (Final Date pending NH State Board of Ed. approval of an extension request.)

   **B. Special Education Administrator Program**
   i. Marcel Lebrun: Share rationale for closing this program. (addendum 2)
   ii. Motion: To approve closing the Special Education Administrator Program program by 2022. (Final Date pending NH State Board of Ed. approval of an extension request.)

   **C. Elementary Education**
   i. Joseph Rino: Share rationale for obsoleting shared courses. (addendum 3)
   ii. Motion: To approve the deletion of SE 2080, ED 2350, and CD 3000 for the 2021-22 academic catalog.

   **D. Digital Learning Specialist**
   i. Pam Harland: Updating CE 5120 to better align with NH’s new digital learning specialist standards.
      1. Vote not required. The syllabus is posted in Teams.
III. Continuing Business: Addressing CAEP Areas for Improvements for Initial Teacher Cert. Programs

- Focus on Undergraduate Programs at Nov. meeting and January retreat.
- Focus on Graduate Programs at January retreat and February meeting.

A. Areas for Improvement (2.3) : The EPP has no plan to ensure clinical experiences are varied and of sufficient depth and breadth to ensure candidates demonstrate their developing effectiveness and impact on P-12 students.
   i. **CAEP’s rationale**: Depth and breadth of clinical experiences are not consistent across all programs
   ii. **Action item**: Review Addendum 5 of the agenda

B. Areas for Improvement (5.2): The EPP provided limited evidence that key assessments are cumulative and verifiable
   i. **CAEP’s rationale**: The EPP provided limited data cycles for some measurements. Some data provided did not have measures of reliability and validity
   ii. **Action Items**: Further discuss at January retreat.
      1. Review Addendum 6: shared Key Assessment for Dispositions
         a. Graduate Programs: share EDA courses with the Holmes Center
      2. Individual Program Key Assessments
         a. Work with OIE to have these set up in Taskstream for Spring 2021 semester and beyond.
      3. Address: Reliability & Validity for Internship Evals & NHTCAP.

C. Areas for Improvement (1.5) There is no evidence that candidates model and apply technology as they design, implement, and assess learning experiences for P-12 students. (Component 1.5)
   i. **CAEP’s rationale**: Evidence does not indicate that candidates model and apply technology standards to engage students, improve learning, and enrich professional practice.
   ii. **Action item**
      1. Both Graduate and UG programs share evidence/plans at the January 12th retreat.

D. Areas for Improvement (1.2) The EPP lacks evidence of candidate use of data to reflect on teaching effectiveness or modify instruction across all programs
   i. **CAEP’s rationale**: Although all programs provided multiple cycles of candidate impact data on student learning, no evidence was provided that the data has been analyzed.
   ii. **Action Item**
      1. Holmes Center will provide evidence used in the 2019 Self study; discuss path forward for 2024 @ January retreat.
IV. NHDOE @ 4:30 pm
   A. Laura Stoneking: Administrator, Bureau of Educator Preparation and Higher Education
   B. Steve Appleby: Director, Division of Educator Support and Higher Education

V. Announcements
   - Taskstream
     - Single Sign on now works with Google Chrome
     - Can use with both Canvas and Moodle for Spring 2021
     - EDA is now connected to the Moodle Course
     - Key assessment courses are now connected to the Moodle Course
   - Hiring University Supervisors for Spring 2021: will send the official process
     - Possible meeting the first week of December to discuss the role of US for Spring 2021.
   - 5 year Alumni data
     - Near completion for Initial teacher Cert Programs; will send to program coordinators and OIE.
   - CEP meeting agendas and minutes now posted on the Holmes Center website; reorganizing CEP members page to include pictures and link to faculty bio page.