

**Professional Education Council**

**Minutes**

**March 28, 2019**

**McKee 282; 4:00-5:00 PM**

Present: Brian Rose, Jason Robinson, Kim Creasy, Charlie Warren, Donna Goodwin, Ginny Huang, Stan Trembach

Absent: Jackie Davis (proxy to Jason Robinson), Val Middleton, Maggie Berg, Teresa Higgins, Collin Brooks, Courtney Luce, Jennifer Krause, Scott Franklin, Wes Tuttle and Jaimie McMullen

Guests: Mark Montemayor

1. **Welcome: Brian Rose, Chair**
2. **Approval of 2.28.19 Minutes**
	* Did not have enough voting members. Will table to April.
3. **Curriculum Review**
	* SPED Generalist Endorsement - Jason explained that the program is looking to move from 27 credits to 24 credits. They plan to remove the practicum as these are already licensed teachers who do not require the practicum.
		+ Brian – is this course currently used in a matrix for state standards. It is not.
		+ Charlie asked if their catalog mentions that they need a license for the program. It does have wording indicating a license is needed.
		+ Kim moved to approve. Donna seconded. All in favor. Approved
4. **Old Business**
	* By-law review
		+ Brian - initial changes were discussed at the last meeting. The other items were discussed with Eugene. He focused on the responsibilities. He didn’t necessarily want to change the wording, but perhaps we could add “how” for the recommendations listed under responsibilities. Some of the questions from members were: how do we recommend? Who do we recommend professional development to?
			1. Perhaps we should send it out and ask for wording to add to the list of responsibilities.
		+ We did not discuss the makeup of PEC’s membership, but Brian will bring it back up at another meeting. Eugene wants to work on making sure PEC is an effective body.
		+ Should we table this since we are missing voting members? Yes.
		+ Brian will talk with Eugene again and more information will be provided before the next meeting.
5. **New Business:**
	* Background check/fingerprint process update:
		+ The process is moving forward and being implemented. Last term laws were passed for student teachers to get into the CDE background check system early to only complete it once and not multiple times. Another law passed that only two determined companies will do fingerprinting for the state of Colorado. It is also only going to be electronic. An appointment is necessary for them to get the fingerprints done.
		+ The information within background checks will be continually updated if new information is available. Charlie will have access to the records as the Licensure Officer for UNC.
		+ Will be rolling out letters to students who are student teaching or entering practicum to complete the fingerprinting process. They will be given a deadline to complete the process. The new fingerprint process will become part of the Initial Admission to PTEP checkpoint. Any students who have already completed the Initial Admission to PTEP will be contacted to complete their fingerprints by an assigned deadline.
		+ CDE cannot judge a background check until an application for licensure has been submitted by a teacher candidate. They will hold the information until the application is submitted. Updates, if available, will continue to be added during the hold.
		+ Any student with a felony will not be allowed into a licensure program. There is some “wiggle room” with felonies, but just because CDE will give them their license, doesn’t mean that a school will hire them, therefore UNC determined that we will not allow students with felonies to proceed in a licensure program.
		+ Please pass along to those in your area that feel it’s necessary, be aware of this new process.
		+ Charlie will talk to Ken Clavir in the Registrar’s office. They will be adding a new checkbox to Degree Works showing the need for the background check to be completed.
		+ There are at least two locations in Greeley. There are also some in Loveland and Fort Collins. Appointments are two weeks out for Greeley.
		+ The link to the process will be on the Office of Professional Licensure website.
			1. Ginny – how do we get this out to all advisors, content coordinators. STE has a distribution list. Charlie will write up something and send it to Cheryl for distribution.
		+ There is one small glitch. At the beginning there is a survey. One of the questions is where you will be placed. They may not know, so it will be suggested to put where they requested placement.
	* Other items from membership
		+ Brian wants membership to start thinking of nominations for Vice Chair. We will vote at the next meeting.
		+ Charlie – Saturday, April 6th – 9am-4pm. Praxis review session. Open to any student. There will be a general session at the beginning, then breakouts for Elementary and Early Childhood. If any other area would like to be included, let Charlie know there are still open slots.
6. R**eports:**
* Stan –
	+ Library is tackling financial information. There are a series of workshops planned next week. Open for students and faculty in Columbine A during lunch. They cover identity theft, credit scores, financial aid, student loans, etc. There will be advisors on hand to answer questions.
* Ginny –
	+ Corey Pierce will be sending a message to program coordinators. The state is asking for one nominee for an honors teacher candidate. The university should only have one candidate for the entire institution. If you have already submitted for the Honors convocation then we can use those names, but if you have not, please respond to Corey’s email when it comes out. The student will go to the capital and receive an award.
	+ State has been working on EPP report to connect teacher prep programs, not just higher education. They want to connect graduate performance to the institution. The first report will be out in August. This will be results from the past year. The platform is very nice. There is a public and private platform available. Private platforms will only be available to the specific institutions.
	+ Legislation has passed that a school district can hire a student if they still have 36 credit hours or less to complete. The school that hires them must work with the teacher preparation program to ensure the candidate will complete the program.

1. **PEC Vacancies:**
* There are still two vacancies. With only two meetings left, perhaps we should think on it and discuss next year.

Jason motioned. Kim seconded. All in favor. Meeting adjourned

*Minutes submitted by Cheryl Sparks*