

**Professional Education Council**

**Minutes**

**October 28, 2021**

**3:30pm – 5:00pm**

Present: Jeri Kraver, Kim Creasy (has Connie’s proxy), Angie McDowell, Jason Robinson, Michelle Holmes, Meagan Crews, Ken Clavir, Nancy Glen, Amanda Rutter (has Jaimie’s proxy), Alicia Grismer, Kim Mahovsky, Jared Stallones, Jody Lawrence, Lisa Paulson, Stacy Bailey, Charlie Warren, Soren Jensen, Maggie Berg, and Jingzi Huang

Absent: Connie Stewart (proxy to Kim C.), Jennifer Parrish, Jaimie McMullen (proxy to Amanda)

Guests: Deborah Romero, Laura Hamman-Ortiz

1. **Welcome: Jeri Kraver, Chair**

* Jeri welcomed everyone. She wanted to introduce two new members, Jody Lawrence, and Stacy Bailey.
* Confirmed that the council members agreed to have Jeri and Kim reviewing the minor changes on behalf of the council.
* If we have large volumes of curriculum, it will be divided into groups for review so not everyone has to check all curriculum.

1. **Curriculum:**
   * HIST 250 LGBTQ History in the United States (1900-2000):
     + Does not need review by PEC. It is an elective only course and does not need PEC approval.
   * Culturally and Linguistically Diverse (CLD) Bilingual Education Specialist (Grades K-12, Spanish/English) Undergraduate:
     + Laura Hamman-Ortiz presented the curriculum. Laura explained the changes for the CLD Bilingual program.
     + There was a question about how to get the Spanish Language Proficiency Requirements into DegreeWorks.
       1. Ken stated it is not enforceable as is. Recommends listing the Spanish courses as required and then a course adjustment could waive the other courses.
       2. Meagan suggested that the program have a range of credits 27-33.
     + Jason motioned to accept the program with the suggested changes. Kim M seconded. 11 approved, 0 opposed, 0 abstained. Approved
   * Culturally and Linguistically Diverse Education Endorsement (K-12) Graduate:
     + Deborah presented the prefix changes.
     + Michelle motioned to accept the program. Jason seconded. 12 approved, 0 opposed, 0 abstained. Approved.
   * Culturally and Linguistically Diverse (CLD) Bilingual Education Specialist (K-12) Graduate
     + Deborah presented the curriculum. She explained the changes to this current program to make it more robust and allow more courses to be used across programs.
     + Kim M motioned to accept the program. Jody seconded.
       1. Ginny shared that this program is still needing full approval from CEBS Dean and Graduate School. This will come after PEC approval. This program needs to go to the state by November 30th.
   * Multilingual Education M.A. World Language Licensure Program
     + Minor change in program.
     + Nancy motioned to accept the program. Kim C. seconded. 11 approved, 0 opposed, 0 abstained. Approved
2. **New Business:** 
   * Title IX/Mandatory Reporting and Student Teachers: this situation came up with an undergraduate student. Looking for a policy in place or procedure if one of our teacher candidates in the field gets involved with a Title IX complaint in any manner. The policy/procedure would be included in the Student Teaching Handbooks that teacher candidates are provided with at the beginning of the semester.
     + STE did check with UNC Title IX department for process. This will need to come through CEBS Dean’s office, which Ginny is willing to work on in her role as Associate Dean in CEBS.
     + Any policy would need to be approved through UNC Title IX department. Ginny will work with Lynette (placement officer) and Title IX department to develop a policy. Stacy has been asked to also be included to assist with this.
     + Kim C voiced a concern with ensuring that we are working with partner schools to have the Title IX policy/procedure working for UNC and the partner school.
3. **Reports:**

* Soren: Communication, gratitude, support.
  + Communication: working on a distribution list that would include all licensure students. This could make communication simpler.
  + Gratitude: Providing wonderful teachers within courses.
  + Support:
    - Practicum students are confused on when practicum ends. More clear communication.
    - Grading mechanism in LiveText. What they must get seems unattainable. Reaching those items at level 5 seems impossible. This would give students who are on target at most an 80%. No less than 5 students were told that men in the field were being graded easier for men.
    - Fingerprinting. Some students can’t afford to get fingerprints and are thinking about dropping licensure. If we are focusing on retaining students, this is a red flag and should be addressed at the university level. Students can’t afford to have to pay for the out-of-pocket expense’s multiple times. This is really causing a lot of stress issues that students can’t afford.
  + Kim C motioned as read. Kim M. seconded. Discussion:
    - Jeri mentioned the English department has heard from many of their students that the state is causing issues. Some students are choosing to pay again, some are still waiting. English is considering taking a class day to sign everyone up for fingerprints from a computer lab.
    - Amanda said many candidates are watching the state website and see the date they are working on.
    - Stacy mentioned there are many different issues. It doesn’t seem to be one issue that we can resolve. This seems to be more than we can simply help students with.
    - Jeri also wanted to mention again that this is causing undo stress for students who are already feeling enough stress.
    - Charlie is encouraging anyone who is hearing about this issue to send them to Charlie, and he will work with CDE directly to see if they can fix the issue. He has not seen anyone since mid-September have to pay again for the fingerprints because he has been working with CDE more directly.
    - Jeri suggests everyone get lists of students who are in the situation and send them to Charlie.
  + There have been times when Charlie was unable to get the fingerprints for Soren and he had to troubleshoot on his own to get results. He felt that Charlie came up with no solution and kind of left the student on his own.
  + Nancy says that Music students have concerns about LiveText. Many of their students have not used it yet and they are concerned that they will be paying for LiveText and only using it for one semester.
    - Ginny mentioned that communication went out in April, but some students did not get this communication. Only students in student teaching this semester will get a waiver.
    - Cheryl explained what they are doing to try to get students to be able to use financial aid to pay the program fee.
  + Kim C wanted to address Soren’s comments about LiveText, and he agreed that the assessments can be difficult for students. He did mention that LiveText assessments are more limited than the experiences need.
    - Ginny mentioned that LiveText is not supposed to be used as a grading tool. The assessments are supposed to be used to match standards.
    - Our assessments need to be updated. We are using old documents, including the PDQ. Ginny is recommending to the Jared that an Ed Prep Assessment team needs to be reconvened to revitalize assessments and get them set-up. There are multiple assessments used by all programs. We need to make these better to truly address how our candidates are growing throughout their programs.
* Ginny:
  + Ginny learned last Friday that CDE changed the standard matrix format. Ginny briefly reviewed the new format for the matrix. The standards have not changed, just the format. They are asking for additional information for how the standards are being addressed. The new matrix will need to be done by next year.
    - Jeri would like programs to review the new format so we might have a chance at the next meeting to ask questions based on an initial review.
    - Amanda asked about the option for the outcome to just say “see syllabi”.
    - Ginny mentioned that these matrices are for all licensure programs, which includes alternative licensure.
    - Ginny has not read through all the instructions yet as she has not had a chance to review it. For now, this is just for everyone to be aware of. Any issues she is happy to share with CDE if needed.
    - Jeri is asking everyone to look at the new format and bring all questions, confusion, concerns, etc. to the next meeting. January at the latest it will be discussed.

Kim M motions to adjourn the meeting, Amanda seconded. Adjourned.

*Minutes submitted by Cheryl Sparks.*