



Professional Education Council

Minutes

October 27, 2016

McKee 282; 4:00-5:30 PM

(Minutes approved by PEC, 11.17.16)

Present: Todd Sundeen (Chair), Jennifer Mayer, Jennifer Krause, Mark Montemayor, Donna Goodwin, Courtney Luce, Kim Creasy, Suzette Youngs, Susan Thompson, Teresa Higgins (via conference phone)

Absent: Brian Rose, Jeri Kraver, Wendy Adams, Rob Powers, Ginny Huang, Angie Henderson

Guest: Charlie Warren (Licensure Officer)

I. Welcome: Todd Sundeen, Chair

II. Introduction: New Members

- Donna Goodwin: K-12 PTEP (Art)

III. Approval of 9.29.16 Minutes

Kim Creasy made a motion to approve the minutes; Mark Montemayor seconded the motion; motion unanimously approved.

IV. Curriculum Review:

A. Catalog Changes: EDEL 450, 454, 459, ET 340

Represented by Kim Creasy/School of Teacher Education

Mark Montemayor made a motion to approve the curriculum; Jennifer Krause seconded the motion; motion unanimously approved.

V. Old Business:

A. Course Syllabi Policy Statements Mock-up: Mark Montemayor

The Course Syllabi Policy Statement is a document which contains faculty syllabi information and guidelines. It would be helpful to have a compiled document for faculty which they could attach to their syllabi or copy and paste should they so desire. Following discussion PEC decided to hyperlink the document on the

[Professional Education Council](#) webpage under the *Course Syllabi Guidelines* as word and pdf documents.

- B. Update: PEC Monthly Meetings – Bylaw Change: Mark Montemayor
- C. Policy for Capping Methods Courses: Jeri Kraver (handout – Methods Cap Proposal)
Multiple studies support the conclusion that smaller classes, capstone or otherwise, are conducive to the kinds of learning essential in a teaching methods course. Students participate more in smaller classes and are more likely to interact with the instructor and their peers. Per Jeri, it would be ideal to cap such courses at 15 and be willing to settle for 18. Jeri will draft a brief statement and ask for a recommendation from PEC at the October meeting.
- D. Writing Proficiency Statement:
Regarding EDFE 120 and EDFE 125. Right now the writing competency is not being enforced. The Registrar is currently working on technical aspects. Todd Sundeen and Charlie Warren will talk to Nancy Sileo/EBS Assistant Dean and then request a PEC recommendation before January.
- E. Background check and criminal history discussion (Charlie Warren)
Admission criteria: UNC does not accept applications for admission for persons who have any felony convictions.
Charlie Warren: We want to make sure we protect our institution and programs.
Susan Thompson: This is not commonly done at other universities. Schools across the U.S. look at the top tier – bodily harm crimes. UNC’s policy is of great concern. A real dichotomy. Important to give students a second chance. CDE allows a student to tell about the crime; our form does not allow explanation. We need to look at what other universities are doing. Todd asked Susan to look at other universities’ application forms and bring back her research to PEC.
Jennifer Krause: Anything that involves a felony must be investigated further on a case by case basis. Not a cut and dried conversation; must know the details.
Suzette Youngs: Some sort of cross committee should include the information which a student receives from CDE. Group can then guide the student.
Mark Montemayor: Discussion took place in the Faculty Senate; voted on new text. How would we back this out if we, as a body, would want to do so?
Todd Sundeen: 1) Need to check with Faculty Senate; 2) Need to find out where we go with this – can we as a body recommend that the statement be removed from the Oath and Consent Form?
Susan Thompson: Per Eugene, PEC had discussed this matter in October 2015 and did not find a problem with it. Was passed.
Todd: Even if we have no control over the statement, can we have a committee look into individual cases so we can support Charlie in his work and have more than one voice?

Charlie: Could person appeal? Not sure what the appeal process would look like. Vicky convened a small committee; spoke with the student; then made a determination. Could be a broader committee including an HR person who is working in the schools and an at-large person from PEC. Discussion tabled.

F. 2016-2017 Goals Development

- Look at what we can do for determining the differences between policies and practices.
- Find a way that we can entice and make it important for our PEC partner school representatives to engage; make it relevant. Are the partner school representatives tasked with finding their own replacements?
- Advocacy from fellow PEC representatives to make statements in support of initiatives; at the district level as well. Need to have a voice from the administrators. Standing agenda section – voices from the field.
- Spot on CEBS website – highlight what’s going on in PEC. What does this committee do?
- Revisit PEC representation. Think about how we conduct business with the various internal bodies.
- Reflective stance – different ways PEC parses out curriculum. Think about how PEC can review curriculum. Use subcommittees. Three audiences: External, internal, our committee.

Todd: Topic tabled. Firm decisions will be made in November.

VI. **New Business:**

VII. **Other: NA**

VIII. **PEC Vacancies (Non-voting, 1-year memberships)**

Secondary Partner School

Top three choices – Prairie Heights, West, Central. Courtney Luce will contact.

Elementary Partner School

Kim Creasy: Dos Rios Elementary School. Kim will contact.

Undergraduate Student Representative: Amy Brazen (Courtney).

Graduate Student Representative

Undergraduate Council Representative

IX. **Adjournment**

Meeting adjourned.

Minutes submitted by Marsha Stewart