

**Professional Education Council**

**Minutes**

**February 23, 2023**

**3:30pm – 5:00pm via Zoom**

Present: Jeri Kraver, Stacy Bailey, Jenny Urbach, David Brax, Charlie Warren, Jennifer Parrish, Amanda Rutter, Michelle Holmes, Ken Clavir, Lindsay Fulcher, Connie Stewart, Ginny Huang, Jennifer Krause, Laura Beyers, Suzette Youngs, Francie Murry

Absent: Maggie Berg, Kim Mahovsky (class), Macy Lattimer, Markee Ramirez, Courtney Luce, Rachel Dineen

1. **Welcome: Stacy Bailey, Vice-Chair (5 min)**
	* Kim has a class conflict, so Stacy will run the meetings for the rest of Spring.
2. **Approve minutes (2 min)**
	* Approve minutes from December meeting. Jeri motioned to approve; Jenny U seconded. 8 approved, 0 opposed, 0 abstained.
3. **Curriculum:**
	* Nothing for PEC to review. Only item was a deactivation of the Special Education Early Childhood program. It was clear and concise, and Kim and Stacy reviewed and approved.
4. **New Business:**
	* University Regs for due dates of curriculum review was discussed. Stacy explained the regulations for PEC of dates we were unaware of.
	* This was brought to PEC to discuss formally revising university regulations to change the 3-week review timeline.
	* Jeri motioned to create a sub-committee to revise the policy to better align with PEC’s current practice. Jenny U seconded the motion.
	* There was discussion on what the sub committee would be drafting for revision. Francie, with a history in the Policies group, recommended that a specific timeline be submitted to better reflect current practice.
	* Stacy asked for anyone who would be willing to serve on this sub-committee. If there is not a rush to get this done, Francie would be willing to serve on the sub-committee.
	* There was further discussion that Codification might need to be involved. This would require changes for college curriculum and other areas, not just PEC. If PEC changes their requirements, other areas will also need to follow-up.
	* Stacy and Kim M will talk with Mary Schuttler, Chair of Codification, to see what our next steps should be.
5. **Old Business:**
	* Reauthorization update (Ginny):
		1. Ginny just finished serving on the site visit team at CSU Pueblo. She shared some things that program area faculty could start working on now. EPPART members were notified yesterday. Ginny will meet with program area leaders in the next two months to discuss what could be expected at our Fall 2024 visit. We need to educate our teacher candidates about our programs. Our students may be divided into specific programs, so that students in all program areas will need to be strong with understanding the course work, state requirements, state standards, etc. Relationship between coursework and fieldwork may need to be explained in relation to state standards. students should be able to match the coursework with the state standards. Students at various stages in the programs will be involved in the process. We have 1 ½ years to prepare our students to better articulate what they should know to the state.
		2. Consistency in advising our students. Students may have been told the same thing, but it isn’t what the students are hearing. We need to talk using the same kind of language. .
		3. Field experience. We are meeting the 800 required field hours and more. Students need to understand the connection between field and course. Field supervisors and mentor teachers need to be on the same page. Supervisors need feedback that is regular collected for supervision effectiveness..
			1. Ginny wants program areas to really focus on mentor teacher training. ELED program just started training mentor teachers in Fall 2022. Feedback from mentor teachers was that they really appreciated it. Ginny is not sure how to expand this. If programs are unable to do it on their own, please talk with Ginny and she will see if her office can help with the general stuff.
		4. Ginny has asked Cheryl to regenerate some data from LiveText from various programs and level of students. This will help us to see how our candidates are performing.
		5. Ginny suggested the PEC expand the function of school representatives, focusing more on how they feel about UNC programs, how well we are addressing their needs, what we can do to do better in the eyes of the schools.
		6. Stacy shared that all English Ed students are now having to start creating a portfolio which helps them to connect the standards with the course and field work. This was started based on issues they also saw with their students not being able to connect. Stacy would be happy to share examples/websites from.
			1. Jen Krause said PE students also require a portfolio be completed to show how they are achieving each standard. Here is a sample: <https://bresnyderpe.weebly.com/>
			2. Francie shard that SPED MA students use Canvas to show how the standards are being met through artifact uploads with each course.
		7. PEC should request more involvement from our K-12 partners during meetings and/or outside of meetings. Where can we improve, what are they seeing from our candidates in the field, etc. We need to intentionally ask for their feedback.
		8. Ginny will try to put together some information to help all understand the process better.
6. **Reports from Membership:**
	* David Brax – Music Ed Graduate student rep: nothing to report.
	* Charlie Warren – Licensure Officer: nothing to report
	* Ken Clavir/Jennifer Atterbury-Cherico/Laura Beyers – Registrar reps:
		1. 2023-24 DegreeWorks updates are being done now based on submitted curriculum. Appreciate any feedback.
		2. Catalog team is putting together the review catalog. Narrative changes are due by March 1st.
	* Ginny Huang – CEBS Dean’s Office rep: nothing to report.
7. **Adjournment**

Francie motioned to adjourn. Jeri seconded. Adjourned