



Department of Middle, Secondary and K-12 Education

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MDSK Department Minutes Friday, November 14, 2014 11:30 am – 2:00 pm COED 110

Chair of Meeting: Scott Kissau

Attendees: J. Brigman, H. Coffey, W. DiBiase, T. Ellis, P. Fitchett, T. Fisher, L. Hart, S. Harden, T. Heafner, C. Hutchinson, L. Kolano, C. Lewis, T. Petty, M. Stephan, G. Wiggan, Rex Mangiaracina, Rosslyn Crandell, A. Lee, T. Pennell

1. Call to Order at 11:40 am

Approval of Minutes, September 12, 2014-Rosslyn Crandell motioned the minutes be approved.
Dr. Paul Fitchett seconded the motion. Minutes approved.

2. EdTPA Update & Feedback (Laura Hart)

Scott communicated that he would like to take feedback to the Leadership Committee. Laura suggested a conversation of what needs to be improved. P. Fitchett commented on that grammar & professional writing be assessed in the project. Scott suggested adding that element to the course rubric, so that it affects students' grade in the course, but not on edTPA assignment. Michelle Stephan commented her students have some negative feelings about edTPA. The students feel they are spending too much time on edTPA in her classes. M. Stephan's commented edTPA is in too many classes. She suggests taking it out of certain classes (for example 3151). T. Heafner focused on assessments associates with edTPA. She posed the question, "Do we need as many assessments as we have in place?" L. Hart stated that we need to expose our students to the academic language, and that requiring assessment pieces in courses increased faculty accountability. T. Fisher stated that in help sessions Task 3 was the biggest concern. Tarra Ellis commented that MDSK 3151 has always been overloaded as far as content with edTPA. Her comments are the students are terrified about edTPA. Scott showed a powerpoint (cheat sheet) in Moodle to help students with prompt 3 in the commentary (research-based best practices).

3. Piloting of MDSK Clinicals (Laura Hart)

S. Kissau stated L. Hart and he have been entertaining ideas how to re-design clinicals. L. Hart commented deadlines were November 13, 2014 for Secondary & Elementary students to submit. She stated there were 112 students that should have submitted. She stated there were 9 students that have not submitted. They have checked with OFE (Office of Field Experience) to see if any students have withdrawn. MDSK faculty has approached L. Hart, telling her the clinical timeline for placements is happening too late in the semester. Students are not getting into schools early enough. How can the problem be solved? She stated CAEP standards are driving the conversations about in depth clinical experiences. She said they need feedback from faculty for the next step. There are changes in the CAEP language related to clinicals. Laura stated CAEP is concerned with teacher retention (60% of new teachers are leaving the profession). 1000 students are normally placed by OFE each semester. L. Hart stated while there are attendance logs for the clinical assignments, there is no communication back to us on the student performance.

The draft proposal -once the students are admitted to the college, they do some type of placement form (OFE application) (before the semester begins). When students are admitted to the program, they will be assigned to a school (the department instead of one teacher). L. Hart stated it will benefit our students if we partner with specific schools. School sites will have a lead/contact person and faculty will go to visit the site. Teresa Petty asked the anticipated start date to offer a Pilot. L. Hart replied we need to get faculty to develop a proposal to take to a school system (for Graduate Certs) and offer a pilot for next Fall 2015. L. Hart stated need to see a shift in how we do business with our schools partners. L. Hart stated someone at the school site being a lead person. L. Kolano shared in her TESL course it took two years to

develop a comfortable relationship with the school. L. Kolano communicated the importance for faculty as the bridge in the schools, to check in with the teachers and observe the students. She meets with the principals once a month. She thinks that has changed the way the schools accept our students. They embrace our students. L. Kolano stated the clinical was the most important piece of the course.

4. Professional Development (Tom & Rex)

Tom and Rex discussed: How student teachers are evaluated:

Three (3) Criteria for Evaluating Student Teachers and Percentage of Grade:

- a. edTPa (15%)
- b. STAR (45%)
 - Student Assessment Rubric
- c. Other requirements (40%)
 - attendance @seminars
 - student teaching notebooks
 - reflections
 - schools

5. Workload Policy Taskforce (Warren & Paul)

P. Fitchett communicated the majority of faculty will fall into the 3:2 workload. He stated to meet the criteria of 2:2 load it will be very difficult. Workload Committee has looked at the faculty's feedback. P. Fitchett stated rubric reflects a 3 year average of your work. Faculty who wish a 2:2 load will apply as part of their annual review process in Spring 2015. The decision will go into effect Fall 2016. Faculty who are not satisfied with the outcome of the Department Chair's decision can appeal to the CRC and the Dean who will make the final decision. [\(See Attached Link: Faculty Workload Policy-Draft11.12.14\)](#)

Committee Reports (Susan Harden)

S. Harden provided report of the Transgender Committee on campus. A website has been developed for Transgender issues. She communicated there are neutral bathrooms for transgender students. There are about 25 students across campus that have identified as transgender. The Transgender Committee is developing emergency housing plan and funding for when students on campus find themselves homeless.

6. Announcements

- Reading Day is December 4, 2014 Scott Kissau will do a sign-up sheet for faculty and staff to bring Breakfast items and place in the MDSK kitchen on the refrigerator.
- Scott Kissau thanked Rosslyn Crandell, Rex Mangiaracina, and Tom Fisher for providing lunch.