

EPPC Minutes
September 18, 2024

Attendees:

K. Adams, J. Allen, H. Baker, D. Berenschot, D. Burke, T. Cole, R. Conley, R. Hovatter, K. James, L. Johnson, T. Kepner, B. Mitchell, D. Modler, T. Nichols, A. Showen, J. Tracy
Student Reps: J. Carey, A. Farris, A. Rivera

April 17, 2024 minutes approved as submitted.

Curriculum Changes:

- Add MATH 321 Probability & Statistics as option to current MATH 329 Modeling requirement in 5-Adult degree. (Adams)
- Remove MATH 304 from BA 5-Adult and 5-9 Endorsement programs; no longer needed per NCTM standards.
- Math 205 will become Math 207.
- Add free Math elective in BA 5-Adult program; will meet credit-hour requirements per Policy 5100.
- Potential replacement math course for 5-9 Endorsement to meet the 18-hour requirement per Policy 5100.
- M/S/U to waive the second reading.
- M/S/U to move forward with these changes.

Policy Changes:

- Student-Teacher Workload – Proposed language submitted for approval to be presented to Deans' Council/Provost. (Modler)
- See email dated 9/17/2024; posted in Brightspace and SharePoint (9/17/2024).
- M/S/U to approve the revised formula proposal to move forward.

- Proposal to substitute Praxis II Content-Area scores for Miller Analogies Test for MAT applicants with GPAs between 2.5 – 2.749. (Johnson)
- Miller Analogies Test no longer exists.
- M/S/U to approve this change in the MAT program.

Old Business:

- CAEP Accreditation Cycle – What's Happening & What's Next? (Kepner)
- EPP Continuous Improvement Efforts (SSR Addendum Evidence #24 via Brightspace and SharePoint) -- UPDATES
- DEI Definition – Per Formative Feedback Report: "How does the EPP define equity, diversity, and inclusion?"
- Assigned to WG 2 in S24 / Update from WG 2 on progress.

- P-12 Partner Involvement in Training & Development
 - Clinical Educator Module – 5/25 responses = 21% response rate – Data in BrightSpace and SharePoint

- Co-Teacher Training Module – 7/25 responses = 28% response rate = Data in BrightSpace and SharePoint

- Most SU EPP faculty (FT/Adjunct), P-12 CT, and current ST/Res II students have completed module.
- See “Fall 2024 EPPC To-Do List” – sent via email and posted in SharePoint on 9/17/2024.
- Workgroup 1 – Establish assessments / acceptable performance levels for the educational technology skills aligned with ISTE Standards for Educators per Policy 5100 – throughout Fall 2024.
- Workgroup 3 – Establish a formal mission statement with specific goals that align with CAEP/InTasc Standards WVPTS per Policy 5100 – throughout Fall 2024.
- CAEP Site Visit: Sept. 30 – October 2, 2024 – Itinerary – emailed in August / posted in BrightSpace and SharePoint
- CAEP Tasks (EPPC at large) – See below for tasks to complete (from April 2024 and emails dated 8/7, 8/22, and 8/29).

New Business:

MAT Student Teacher Request – Out-of-Area – (Modler)

- Request for waiver to establish limited MOU for candidate to complete ST experience in Queen Anne’s County, Maryland, for one semester only (Spring 2025); Modler to supervise per current EPP and WVDE policies, procedures, and requirements.
- M/S/U to approve this request.

Announcements:

- Policy 5202 – Open for Public Comment on October 9, 2024 – Please review and respond! (Link to follow)
- SU Fall 2024 EPPAC Meeting – WAIVED per WVDE due to CAEP Review and Visit
- Next regular EPPC Meeting – Wednesday, October 16, 2024 @ 3:10 pm (In Person / Zoom)
- The ExCITED Event will be postponed until the spring semester.

Meeting was adjourned at 4:20 pm.

Respectfully submitted,
Karen S. James

EPPC Minutes
October 16, 2024
[Hybrid Meeting / KN #111 and via Zoom]

Attendees: J. Allen, H. Baker, D. Berenschot, D. Burke, J. Carey, T. Cole, R. Conley, X. Farris, R. Hovatter, K. James, L. Johnson, T. Kepner, B. Mitchell, T. Nichols, J. Rider, A. Showen, J. Tracy, J. Tuttle

Minutes from the September 18, 2024 meeting were approved as submitted.

Curriculum Changes:

- MATH [MAT] – Johnson
 - Update to MAT math prerequisites based on updates approved in Sept. EPPC meeting for BA MATH program / NCTM Standards.
 - M/S/U to approve moving forward with these changes.
- EDUC Course Catalog & Description Changes – Mitchell
 - EDUC 150 – Course Description update – Approved via SOE on 9/25/2024
 - EDUC 200 – Course Description and field hour update – Approved via SOE on 9/25/2024
 - EDUC 461 – Course Title and Description update – Approved via SOE on 9/25/2024
 - EDUC 320 – Course Description, field hour, and credit hour updates – Approved via SOE on 9/25/2024
 - M/S/U to approve moving forward with these changes.

Policy Changes:

- Student Teaching Supervision Teaching Load Formula – Modler
 - No updates on this as the committee has not met with the Deans yet.
- Graduate Grade Replacement Policy Proposal [MAT] – Johnson
 - Proposal from Graduate Council to parallel Undergraduate Academic Forgiveness Policy
 - DNP Program has rejected for their students / need to review for EPP and implications for our candidates / GPA & policy impacts.
 - M/S/U to reject this proposal for the MAT program.

Old Business:

- CAEP Accreditation Cycle – What's Happening & What's Next? - Kepner
 - See Overview emailed on 10/3/2024 and posted in Brightspace/SharePoint
 - How does that compare to the last cycle?
 - AFI R2.1 / R5.3 -- Invite P-12 Partners (Ambassadors/Alumni) to join EPPC (again)?
 - Ms. Kepner asked everyone to think about including P-12 partners in governance and curriculum development.
 - EPP Continuous Improvement Efforts
- CAEP Next Steps
- CAEP Workgroup Tasks:
 - Workgroup #1 & Workgroup #3 = Review information provided in SharePoint regarding potential Focus Group / Case Study (possible Research and Publication opportunities) for R4.1 Completer Effectiveness [Stipulation]. Work together to develop a proposed plan of action to present in November.
 - Workgroup #2 = DEI Definition for EPP *[Continued work from 2023-2024 AY]*.

New Business:

- Juncture Review – Kepner / James
 - Policy Review and Discussion
 - Everyone was reminded to send juncture forms electronically.

Announcements:

- Policy 5202 – Opened for Public Comment on October 11, 2024 – Please review “Executive Summary” and respond!
- SU Fall 2024 EPPAC Meeting – WAIVED per WVDE – Please review information sent by WVDE / sent via email on 10/9/2024.
- Next regular EPPC Meeting – Wednesday, November 13, 2024 @ 3:10 pm
- Kepner serving as CAEP Reviewer / unavailable from Nov. 18-20, 2024.**

Business meeting was adjourned at 4:25; Council dismissed to workgroups.

Respectfully submitted,

Karen S. James

EPPC Minutes November 13, 2024

Attendees: J. Allen, D. Burke, J. Carey, R. Conley, X. Farris, R. Hovatter, K. James, L. Johnson, T. Kepner, B. Mitchell, D. Modler, T. Nichols, A. Showen, J. Tracy, J. Tuttle

Minutes: Minutes from the October 16 meeting were approved as submitted.

Curriculum Changes:

- Science – Conley
 - CHEM 250 – Delete old course that is no longer being taught. Students should now take new forensic CHEM sequence presented to EPPC last spring.
 - Title description and prerequisite changes for CHEM 125L, CHEM 325, CHEM 333/333L, CHEM 350, plus BIOL 363.
 - None of the changes affect content or curricular sequencing; increased prerequisite options will help education students because they make the courses more accessible; MATH prerequisites set them up for increased success.
 - Motion to waive the first reading and accept this as the second read. M/S/U
 - Motion to accept these changes. M/S/U

Policy Changes:

- edTPA Score Update Proposal – Johnson / Kepner
 - Proposal to adjust minimum / cut score requirements to reflect those as required by WVDE per current Licensure Testing Directory and then to stay current with whatever the WVDE requires moving forward (e.g., Praxis CORE/CASE and Praxis II). Motion to accept this change. M/S/U
- Updated EPP Student Handbook and EPP Faculty Manual to reflect new SU Branding requirements and reflect WVDE Policy 5202 update (MM).
- Ms. Kepner confirmed with Registrar: Incoming secondary transfer students can follow student-teaching track; we will provide substitutions/waivers of catalog-required RES-track courses for EDUC 375 and EDUC 462/463 until everyone is on the Residency Track.

Old Business:

- CAEP Accreditation Cycle – What's Happening & What's Next?
 - Draft Site Visit Report – Received / Formal Corrections provided; Final Site Visit Report received 10/24/2024; Rejoinder Due 11/24/2024.
 - EPP Continuous Improvement Efforts. There are no updates. This is ongoing.
- CAEP Next Steps – emailed 10/3/2024.
- CAEP / WVDE Workgroup Tasks –
 - Updates from October – Workgroup #1 plus #3 – R4.1 / Workgroup #2 – DEI Definition
 - *Ad hoc* committee for R4.1 needed to work outside of EPPC meetings and provide update to EPPC monthly. Send names to Ms. Kepner ASAP.
 - Workgroup #1 – Due in January – Develop a proposed plan/timeline for completion of the required WVDE Policy 5100 Task 1 [due by end of 2024-2025 AY]. (Workgroup #2 will be combined with #1 to begin helping with this Task in January.)
 - Workgroup #2 – Due in January -- Final CAEP DEI Definition Proposal for consideration by EPPC as a whole. (Task 2)
 - Workgroup #3 – Due in January – Develop a proposed plan/timeline for completion of the required WVBE Policy 5100 Task 3 [Proposal of Mission Statement due to EPPC for approval by end of 2024-2025 AY].

New Business:

- None

Announcements:

- Policy 5202 – Opened for Public Comment on 10/15/2024 – Please review “Executive Summary” and respond! See info via email (11/8/2024).
- Next regular EPPC Meeting – Wednesday, January 22, 2025 @ 3:10 pm (Zoom ONLY*).
- Kepner serving as CAEP Reviewer on virtual site visit at another university / unavailable from Nov. 18-20, 2024.
- ExCITED Event is postponed. More information will be coming.

NOTE: There was no quorum at the beginning of the meeting, so the meeting was conducted outside of the normal order until a quorum was reached and before conducting any business that required a quorum. Refer to the video recording for reference as needed ([SharePoint](#) / [Brightspace](#)).

Respectfully Submitted,

Karen. S. James

EPPC Minutes
January 22, 2025

Attendees: H. Baker, D. Burke, J. Carey, T. Cole, R. Conley, X. Farris, R. Hovatter, K. James, L. Johnson, T. Kepner, B. Mitchell, D. Modler, R. Monahan, J. Rider, A. Rivera, A. Showen, J. Tracy

Minutes: Minutes from the January 22, 2025 meeting were approved as written.

Curriculum Changes:

- EDUC – Updated course catalog descriptions – EDUC 370, 358, 364, 375, 443
 - o M/S/U to approve the updates to the course catalog.
- Proposed change from HLTH 310 to EDUC 310.
 - o M/S/U to proceed with making this change.

Policy Changes:

- Student Teaching Supervision Teaching Load Formula
 - o Deans' Council Proposal focused on MAT with no mention of undergraduate supervision.
 - o Dr. Mitchell and Mr. Modler will discuss this in discussions with the Deans' Council.

Old Business:

- CAEP Accreditation Cycle
 - o Rejoinder was submitted 11/21/2024 and Response was received 12/5/2024 with no changes. The final meeting will be March/April 2025.
 - o EPP Continuous Improvement Efforts – ongoing with no update at this time.
- CAEP Next Steps were emailed 10/3/2024.
- CAEP / WVDE Workgroup Tasks (from October/November) –
 - o Updates from November – Ad hoc committee is needed for R4.1 to work outside of EPPC meetings and update EPPC monthly. Send your name to Ms. Kepner as soon as possible.
 - o Workgroup #1 - Develop a proposed timeline for completion of the required WVDE Policy 5100 Task 1 – due by end of 2024-2025 academic year. Workgroup #2 will be combined with #1 to begin helping with this task in January. Committee update needed.
 - o Workgroup #2 – Final CAEP DEI Definition Proposal for consideration by EPPC as a whole. Committee report is due.
 - o Workgroup #3 – Develop a proposed plan/timeline for completion of the required WVBE Policy 5100 Task 3. Proposal of Mission Statement due to EPPC for approval by end of 2024-2025 academic year. Committee update needed.

New Business:

- Cooperating Teacher stipends – There was discussion of ideas to compensate Cooperating Teachers. *Ad hoc* committee formed to explore.

Announcements:

- Next regular EPPC Meeting – Wednesday, February 19, 2025 @ 3:10 pm (Zoom ONLY).
- Spring EPPAC Meeting – Wednesday, March 2, 2025 @ 4:00 pm (Zoom)
- Spring ExCITED Event – Friday, April 25, 2025

Meeting was adjourned to meet in workgroups at 4:30.

Respectfully Submitted,

Karen S. James

EPPC Minutes
February 19, 2025

Attendees: J. Allen, H. Baker, J. Carey, T. Cole, R. Conley, A. Farris, R. Hovatter, K. James, L. Johnson, T. Kepner, B. Mitchell, D. Modler, R. Monahan, T. Nichols, J. Rider, A. Showen, J. Tracy, J. Tuttle

Welcome: Ms. Kepner welcomed everyone to the meeting.

Minutes: Minutes from the January 2025 meeting were approved as written.

Curriculum Changes:

- SSSED: Proposed Updated Electives – Dr. Allen presented proposed changes to SSSED electives.
 - GEOG electives would be changed to any 300+ GEOG course.
 - PSCI electives would be changed to any 300+ PSCI course.
 - M/S/U to waive the first reading.
 - M/S/U to proceed with the proposed changes.
- Program and Course Additions – Dr. Johnson presented proposed program and course additions.
 - Program Additions: AltCert / “CertFirst” + MEd.-T
 - Course Additions: EDUC 597 / EDUC 598
 - M/S/U to waive the first reading.
 - M/S/U to proceed with establishing these programs and adding the course additions.

Old Business:

- CAEP Accreditation Cycle – Ms. Kepner and Dr. Mitchell gave CAEP review updates.
 - Final CAEP Review Meeting is Saturday, April 26, 2025.
 - EPP Continuous Improvement Efforts
- CAEP / WVDE Workgroup Tasks (Continued from October/November) –
 - Ad Hoc Committee is needed for R4.1. This would involve working outside of EPPC meetings and updating EPPC monthly. Let Ms. Kepner know if you would like to work on the committee.
 - (Old) Workgroup [#2] – Dr. Showen presented a proposed DEI definition. M/S/U to accept this proposed definition.
 - Workgroup #1 (New) – WVDE Policy 5100 Task 1 due April 2025 - Committee Update
 - Workgroup #2 (New) – WVDE Policy 5100 Task 3 due April 2025 - Committee Update
- EPPC Workgroup / Committee Preference Poll Update – More information will be presented at the March EPPC meeting.
- Ad Hoc Committee: Cooperating Teacher Stipends: Mr. Modler gave a Committee Update. Let Mr. Modler know if you are interested in working on this committee.

New Business:

- Pinning Ceremony / Proposed Awards – Dr. Mitchell gave the Pinning Ceremony information. She also talked about proposed student awards to be presented at the Pinning Ceremony.
- Spring ExCITED Event – Friday, April 25, 2025 – The registration deadline is March 31. Ms. Kepner needs 4 volunteers to teach classes for the high school students.

Announcements:

- Martinsburg Initiative – ACEs Training Available – Contact Chiquita Howard-Bostic
- Kepner – Out of Office / February 24 – March 3, 2025
- WVDE Spring EPP Forum / TEAC Meeting – March 18-19, 2025, Charleston, WV – Kepner to Attend
- Next regular EPPC Meeting – Wednesday, March 26, 2025 @ 3:10 pm (Zoom ONLY)
- Spring EPPAC Meeting – Wednesday, April 2, 2025 @ 4:00 pm (Zoom)
- Pinning Ceremony – Friday, May 9, 2025, at 3:00 pm

Ms. Kepner adjourned the EPPC business meeting at 4:10 and dismissed everyone to the CAEP / WVDE Workgroups.