



Trevecca Nazarene University

Advisory Council Meeting

Virtual Meeting via Zoom

Monday, October 19, 2020

4:00 p.m.

Present: See attached sheet

“Building Partnerships to Positively Impact our Students, Schools, and Community.”

Agenda Item	Description/Discussion & Action Taken
<p>Welcome, Introductions, and Updates - Dr. Suzann Harris</p>	<p>Trevecca’s response to COVID 2020-2021 school year. Our Provost, Tom Middendorf, created our schedule. Split the semester in two halves (7/7). We did not cut back on content but cut back on assignments and only chose assignments necessary to meet the student learning outcomes. We gave all undergraduate students a choice of face-to-face or remote. If they chose remote, they were completely removed from the campus. Instructors were required to teach face-to-face, plus live stream their courses, and then record their lectures in case a student’s internet goes down. Some courses were full semester. Graduate candidates had the same opportunities.</p> <p>ESL dual enrollment proposals program State conditional approval (ECE, ELEM, SPED) Implemented Fall 2020. When candidates finish, they will have licensure in ECE & ESL, ELEM & ESL, and SPED & ESL.</p> <p>CAEP/State Accreditation Site Visit Fall, 2022 – .</p> <p>Partnership and State Agreements – PPA will be revised and submitted mid-November 2020. State agreements are due in January 2021.</p> <p>New Trevecca Program: Curriculum and Online Teaching - under the direction of Dr. Penney Carden – K-12 Teachers – how to teach their area online to students.</p>
<p>Data Report - Dr. Amy Conditt</p>	<p>Learning Outcomes (attachment sent via email) – help guide us for assessment. Suggestion – add virtual environment. By school partner</p> <p>edTPA scores (attachment sent via email) – Passing score right now is a 40. When someone falls below, we focus on the task where they scored the lowest and they are worked with independently in that area. As far as collectively, we have put some measures in place. Our lowest is assessment. We have a professor that teaches the Tests & Measurements course. They just have to retake the one task that they did not do well in. Dr. Burnham and Dr. Conditt teach a job-embedded course. The students come to a job-embedded seminar and that seminar almost exclusively focuses on edTPA.</p>

Praxis scores (attachment sent via email) – We offer an appeal process, but not on the tests needed for licensure.

Institutional Effectiveness Reports (IE Reports) – Every program, includes advanced programs and initial licensure programs, we submit a report to our institutional effective director of the university. We look at key assessments, assess that over the year, and then write a report on it. We have a new director and she really has asked up to step up our game and the program coordinators and directors have responded. We recently submitted those reports for this upcoming school year. This is another area we work on to evaluate our programs.

Key Assessments Updates – Enter information in LiveText. We look at that during our Data Retreat in the spring. These are sent as an attachment

Advanced Graduate Programs – we also keep Praxis scores. If there is an area that they are not doing well, then we will talk about where in the curriculum where we need to add assignments, research, or something that helps them through those areas. We will be sharing EL, SAIL, Vision, and MLIS Praxis trends. Shannon Lembo keeps those scores for Trevecca.

Diversity Plan / Recruiting Efforts - Dr. Judy Bivens

Diversity Plan (attachment sent via email) – Met recently with our Wilson County partners regarding our Diversity Plan.

What can Trevecca do to Recruit and Retain diverse candidates?

First goal is the recruitment process. We would like our partners to help us think about opportunities that might happen at your school or your school system where we could be there and participate or provide information or provide a video clip where your students could know more about Trevecca’s Teacher Education Program. We want to recruit diverse candidates because we need more. We need more teachers who look like students in the classroom.

Second goal is how can we support them here at Trevecca so students are successful in moving into the classroom. We talked with Wilson County about offering some online opportunities. We talked to Broderick Thomas, Mark Bowles and Teacher Education Committee about how we can support candidates.

Do candidates have someone that can help them? All candidates have a mentor assigned to them. As far as pairing them up with someone who has recently finished the program, that is an excellent idea and something to consider in the future.

Dr. Conditt and Dr. McLeod talked about using EL and SAIL EdS candidates to mentor MAT students. Tabled because of COVID.

Why Trevecca? Candidates say two things:

1. We get back to them immediately
2. Low tuition.

We are working with David Martin at Tennessee School for the Blind (TSB) with our Vision Grant Program. It is going well. Program is good for the State.

	<p>Trevecca is forming a task force for diversity. Dr. Walker has been asked to serve on the task force. Dr. Walker to ask Brodrick Thomas what the plans are for this task force.</p>
<p>Employer Survey - Dr. Judy Bivens</p>	<p>One of the ways that we show evidence that we are producing quality candidates is by providing survey feedback from the completers themselves and from the employers of the completers (principals and superintendents). We have waited for four years for the State Department to launch an employer survey. It has still not happened. We are working on an EPP created survey. It is based on InTASC standards and based on the team evaluation rubric. See attachment. Suggested that comment section should be right under each question instead of at the end.</p> <p>We need to try to find out where our completers are. We know that there is a completer survey and an alumni survey that goes out from the university asking students where they are employed. This is new. TNCompass tells the county, not the school where they are teaching. Students personal e-mail contact is in their profile in TNCompass. We could e-mail them and ask them where they are teaching.</p> <p>It was suggested that we start with administrators that are graduates of Trevecca. David Martin has information on the Vision students. Dr. Alice Patterson would have the EdD students' information.</p>

Minutes submitted by: Melody Underwood

Minutes submitted to: Advisory Board

Education Preparation Report Card

Overall Performance: Meets Expectations

This is a measure of an EPP's overall performance across the three scored domains in the Report Card: Candidate Profile, Employment, and Provider Impact.

What does this mean?

"Does Not Meet Expectations" means the provider received less than 50% of possible points. "Meets Expectations" means the provider received 50-74.9% of possible points. "Exceeds Expectations" means the provider received 75% or more of possible points.

Why is this important?

Overall Performance indicates how well a provider is doing in the State Board's key priority areas for preparing educators: recruiting strong, diverse candidates to teach in the areas of greatest need; preparing candidates for employment in Tennessee public schools; and preparing candidates to effectively support student learning.

Domains

The metrics in the Report Card are divided into 5 domains. 3 are scored and 2 are unscored.

1. [Candidate Profile](#)

Does Not Meet Expectations

What does this mean?

The Candidate Profile domain evaluates the provider's ability to recruit a strong, diverse cohort of candidates and prepare them to teach in the content areas of greatest need.

What can TNU do to improve this domain?

2. [Employment](#)

Exceeds Expectations

What does this mean?

The Employment domain evaluates a provider's performance in preparing educators to begin and remain teaching in Tennessee public schools.

What can TNU do to continue to score well in this domain?

3. [Provider Impact](#)

Meets Expectations

What does this mean?

The Provider Impact domain reports on the effectiveness of a provider's completers in Tennessee public school classrooms.

What can TNU do to improve this domain?

4. [Candidate Assessment](#)

Unscored this Year

What does this mean?

The Candidate Assessment domain evaluates a provider's performance in preparing candidates to pass the pedagogical and content-area assessments required to obtain a Tennessee teaching license.

What can TNU do to improve this domain?

5. [Satisfaction](#)

Unscored this Year

What does this mean?

The Satisfaction domain reports how well completers feel that their preparation program prepared them for teaching.

What can TNU do to improve this domain?



Trevecca Nazarene University

Advisory Council Meeting

Virtual Meeting via Zoom

Wednesday, April 7, 2021

4:30 p.m., CST

Present: See attached sheet

“Building Partnerships to Positively Impact our Students, Schools, and Community.”

Agenda Item	Description/Discussion & Action Taken
<p>Welcome, Introductions, and Updates - Dr. Suzann Harris</p>	<p>CAEP/TDOE Visit Fall 2022 – Dr. Conditt and Dr. Bivens are guiding us through this process. Our last visit was November 2015.</p> <p>New Program Offerings – (1) Trevecca offered a free Professional Development (PD) to all Tennessee educators and it was about designing curriculum online. Over 22,000 Tennessee teachers went through this PD. As a result of this PD, it introduced Trevecca to many people who had not thought about coming to Trevecca to increase their degrees. Multiple people joined the EdS Program as well as the university’s EdD Program. Dr. Penney Carden has redesigned the Curriculum and Instruction Master’s Online Program. It is now the Curriculum and Online Teacher Program (COT), which teaches the candidates about how to develop online curriculum as well as teaching strategies and different designs to use while teaching students online. It is K-12 and it does not have the tie to licensure. (2) We now have an ESL pathway through our Undergrad Program – Early Childhood, Elementary, and Special Education Interventionist. First year for this program to address high need teaching areas</p> <p>State Report Card Data – see attachment. A discussion of the Report Card data was shared by Dean Harris. Advisory members were encouraged to ask questions and provide suggestions of how we might improve.</p>
<p>Diversity Plan / Recruiting Efforts - Dr. Judy Bivens</p>	<p>Recruiting and Retaining Diverse Candidates:</p> <ul style="list-style-type: none"> Trevecca Diversity Plan – We started this in 2019. We talked about what our beliefs were and that we want to develop a plan of diversity and inclusion that we want to model in our faculty as well as with our candidates and students in K-12 schools that all students can learn, and we want to look at ways to make that available to everyone. The first goal is to support the recruitment of diverse candidates. Talked about our faculty participating in recruiting events in public schools, community colleges, and business that target diverse students and to work with their admissions department. We want to retain

	<p>diverse candidates. We have met with our Student Support Services. We have talked about social emotional needs. We have surveys that we use with academic support that our completers complete and that we do with faculty in looking at how we can better work with diverse candidates. Then we talked about assessing the needs at the university level in diversity, equity and inclusion in curriculum development and climate. We have discussed this with our curriculum planning committee. This is part of the reason that the ESL component was developed. We continue to meet with our Teacher Education Committee to discuss with content area faculty how we can better select and retain diverse candidates. Looking at ways that we can participate in Professional Development and looking at groups within our communities that work with diverse learners in different ways and how we can partner with them.</p> <ul style="list-style-type: none"> • Wilson County – Lisa Spencer – Virtual Career Fair, April 8 – We had 107 historically black universities and colleges on our list. We sent them an e-mail to invite their students to our Virtual Career Fair. • Clarksville Montgomery County School System – Angela Huff – Did many virtual recruitment fairs. Dr. Impeartrice and his team have introduced the Teacher Pipeline with our system and brought a lot of diversity our way. • Germantown Municipal School District – Elissa Stratton – We are still in the beginning stages of our diversity plan. We have partnered with two universities in the area. They are applying for a diversity and teaching grant with the State. That appealed to us because they would send their teacher candidates of color to do their residencies or student teachings in our GM schools primarily at our high school, which is hard to fill schools. We have also started our Diversity and Inclusion Coaching Task Force. We want to build our traditional teacher mentor program for any teacher that is new to GM. It is what we call our Blue Chip Program. We are going to show our principals the teacher demographics for our certified staff and then their classified staff and here is how it matches up to the students at their school as well as the students at GM. • Tennessee School for the Blind – David Martin – We have to work on the image of teaching and what it means to be an educator and work to elevate the profession in general. • Tuscaloosa City Schools, Alabama - Sandy Knight – Recommend recruiting outside of Tennessee. Would be happy to partner in any way. • LEA Diversity Plans—SOE asked how the LEA’s were going to handle developing their own plans for the state
<p>State Recognized and Primary Partnership Agreements Dr. Amy Conditt</p>	<p>In 2014, EPP policy was revised and now requires EPPs to develop a formalized partnership and have an agreement with one district for the primary partnership and the SRPA. Both types of the agreements detail how EPPs and LEAs will collaborate to ensure that candidates meet the district’s needs. We have an inventory we need to complete each year. Right now, there is not an inventory for the SRPA.</p> <p>Professional Development - We are open to anything that you might be interested in for PD that we could research and put on our website for you.</p> <p>Screening Tools and Access to SRPAs and PPAs</p> <p>https://www.trevecca.edu/landing-page/school-of-education-partnerships</p>

<p>Employer Survey - Dr. Tavia McLeod</p>	<p>Instructional Leader Program Review – About a month ago, the State sent out notification that any instructional leadership program approved before 2019 was due for a comprehensive review and that includes Trevecca’s Master’s Program and EdS Program. We are currently working on that to submit to the State by January 6, 2022.</p> <p>Employer Survey Feedback – We will use this data to help us form our program to be more relevant and more rigorous and also the school districts that employ candidates that have graduated from Trevecca and some candidates are teaching while they are in an administrative role. We like to hear from school districts on how satisfied they are with their employees from Trevecca. This survey is for any teacher, administrator or librarian. One of the specifics of the report that we have to do on the admin programs is the level of confidence that the program is producing instructional leaders who are effectively leading schools. We need some feedback on how we can take this survey and adapt it to look at just instructional leaders and get feedback from school systems about how effective they believe our instructional leader completers are in their school system.</p> <p>Lisa Spencer – Wilson County – Dr. McLeod to give her a list of the names of some of our completers.</p> <p>Elissa Stratton – Germantown - Look at the Tennessee Educator Survey to help tweak some of the wording in the Employer Survey.</p> <p>A review of the survey garnered positive feedback with suggestions to not have benchmarks for answers as principals are familiar with this.</p> <p><u>Employer Satisfaction Survey Spring 2021</u></p> <p>Next meeting in the fall. Look for a reminder in September for a meeting in October or November.</p>
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Minutes submitted by: Melody Underwood

Minutes submitted to: Advisory Board



Trevecca Nazarene University

Advisory Fall Meeting

Virtual

September 16, 2021

4:30 pm, CST

Present: See attached sign in sheet

“Building Partnerships to Positively Impact our Students, Schools, and Community.”

Agenda Item	Description/Discussion & Action Taken
Welcome & Prayer - Dr. Suzann Harris	
District Needs - Dr. Suzann Harris	<p>“Are there needs within your district that we can help you meet?”</p> <ul style="list-style-type: none"> • Of the many school partner attendees, the biggest need is based on the current Teacher shortage • Partners mentioned math, science, and SPED especially • David Martin from School for the Blind suggested providing more support for math and science Praxis testing—maybe a course or workshop • Chris Causey, Director Robertson County Schools--Reminding departments at Trevecca to encourage content area candidates to apply for job embedded positions to sample whether teaching is a career for them. It would be a guaranteed position. • Joey Vaughn, Director of Schools Manchester, noted that openings in rural areas are different with openings at every level and content area. He expressed concern that EPP’s would be forced to require an ACT of 24 for admission to Teacher Education as result of the TN General Assembly bill. • Angela Huff and Sean Impearatrice from Montgomery County Schools noted that they are working with a “Grow Your Own” initiative that allows for a more diverse candidate pool
TDOE Grant - Dr. Penney Carden	<p>SPED and ESL Additional Endorsement Grant Opportunity: High Need areas</p> <ul style="list-style-type: none"> • TNU was awarded a million dollar grant to prepare 2,400 teachers to take the Praxis (1200 ESL and 1200 SPED). Each area has a 16 week, self-paced professional development that prepares participants to take the test and receive the applicable endorsement. • Each PD has two groups of 40 beginning every month from September 30, 2021, to May 30, 2023 (with the exception of December). • ESL PD is equivalent to /if they successfully complete this PD and Praxis can transfer two ESL courses into the Master’s/10% discount to all of our SOE.
Data Report -	Key Program Assessments

<p>Drs. Judy Bivens and Amy Conditt</p>	<p>Proprietary Assessments</p> <ul style="list-style-type: none"> • Key Assessments for each program are based on the TEAM state teacher evaluation model. This prepares candidates for the same evaluation criteria they will experience as teachers. The key assessments are shared with faculty and SOE as well as our school partners for feedback. One of the revised assessments is the EPP Partner Feedback form which helps us capture employer satisfaction. • Praxis—a discussion of how program chairs use the subgroup scores to discuss with program faculty for curriculum revision was shared. Praxis scores provide content knowledge evidence. Dr. Taylor shared that Praxis scores have been consistently high. • edTPA – see attachment. Beginning January 2022, the passing score for edTPA will be 42. Discussion about the continued improvement in scores over the 3 years of data. Comparison with state and national scores shows how well Trevecca candidates compare. Discussion of how the scores reflect pedagogy being taught in courses. • CAEP Visit – November 2022
<p>Diversity Plan Update - Drs. Judy Bivens and Amy Conditt</p>	<ul style="list-style-type: none"> • Current Plan under review – need to meet with new TNU stakeholders. Goals are recruiting, retention, assess curriculum, and partner with districts. Adding plan to our website for Advisory Board review. It is clear from your Advisory Council feedback that there is a teacher shortage especially in science and math. Partner feedback suggests that more emphasis with departments at Trevecca, more support with ACT and Praxis test preparation, more job embedded opportunities and support, along with petitioning the TDOE for support with scholarships or tuition remission. Many counties offer differentiated pay and stipends for high needs content areas like math and science. All of this will be reviewed as part of revising the Diversity Recruitment Plan. The plan will be available on the Partner Web Page for continued review and feedback.
<p>Partnership Page - Drs. Judy Bivens and Amy Conditt</p>	<ul style="list-style-type: none"> • SRPA and PPA due 9/30—TDOE requires continued updating of partnership criteria and feedback on agreements. School partners provide invaluable feedback for the EPP. • Professional Development Opportunities are listed here on the Partner Page. This is a collaboration among Trevecca and school partners • Employer Survey – need feedback from Advisory Board. https://www.trevecca.edu/landing-page/school-of-education-partnerships • Visit Trevecca’s website at www.trevecca.edu and give us your feedback on our traditional and non-traditional pages.
<p>MLIS Program - Dr. Suzann Harris</p>	<ul style="list-style-type: none"> • National Recognition: Trevecca Nazarene University’s School of Education received official notification that the Trevecca Library and Information Science (MLIS) Program has been Nationally Recognized again by the Council for the Accreditation of Educator Preparation and the American Association of School Librarians. This recognition is the result of a rigorous adherence to national standards through evidence-based assessments and peer reviews. Trevecca’s MLIS program remains the <u>only</u> school library program that is nationally recognized in Tennessee. This recognition continues through 2028.



Trevecca Nazarene University
Advisory Board Spring Meeting

Virtual

March 22, 2022

4:30 pm, CST

Present: See attached sign in sheet

“Building Partnerships to Positively Impact our Students, Schools, and Community.”

Agenda Item	Description/Discussion & Action Taken
Welcome & Prayer - Dr. Suzann Harris	
edTPA Update - Dr. Marcia Walker	<ul style="list-style-type: none"> edTPA is a performance-based, subject-specific assessment and support system used by teacher preparation programs throughout the United States to emphasize, measure and support the skills and knowledge that all teachers need from Day 1 in the classroom. edTPA qualifying score remains a 40. edTPA scores were reviewed
Board of Education Report Card – Drs. Suzann Harris, Judy Bivens and Amy Conditt	<ul style="list-style-type: none"> Reviewed Board of Education Report Card released February 2022. See attachment. Report card addresses five areas: <ol style="list-style-type: none"> Candidate Profile-improved from last year. Employment- declined from last year; metric changed. Candidate Assessment- declined from last year; metric changed Provider Impact- improved from last year; not scored. Satisfaction- improved from last year; not scored.
Tennessee Department of Education (TDOE) Grant – Dr. Penney Carden	<p>This is a free Professional Development. Addresses High Need Teaching areas</p> <ul style="list-style-type: none"> ESL - 320 enrolled; given out vouchers for 36 ESL Praxis exams; seven have completed the test and all passed with scores ranging from 169-187. A passing score is 155. SPED - 300 enrolled; given out 80 vouchers for SPED Praxis; 10 have completed the test and all passed with scores ranging from 162 - 192 (passing score is 158).
CAEP Report - Drs. Judy Bivens and Amy Conditt	<ul style="list-style-type: none"> CAEP Self-Study was submitted on February 28. The SSR addressed the five CAEP standards for all programs within the SOE, including advanced and initial/licensure and non-licensure programs. Currently working on the TDOE report, which includes all state approved licensure programs at the advanced and initial level. CAEP and State visit will occur November 13-15, virtually. Team has been named and includes four CAEP members and two State members.

	<ul style="list-style-type: none"> • A mock visit will occur sometime in September or October and we would like some of the Advisory Board to participate, if willing. One to two hour time commitment. • We will be in touch at beginning of next school year with more specific dates for Advisory meetings, mock visit date/time, and date/time for the official interview for CAEP.
<p>Diversity Plan Update - Drs. Judy Bivens and Amy Conditt</p>	<ul style="list-style-type: none"> • Disaggregated data concerning race and ethnicity was shared concerning each program (Undergraduate, MAT, EL, ESL, COT, Vision, MLIS, and SAIL). See attachments. • Productive conversation ensued that centered on the retention of teachers. Some of the initiatives shared during the meeting: <ol style="list-style-type: none"> 1. Dr. Penney Carden to create an online resource that we can send the link to our graduates and partners. We will do short 10 minute PDs for them on different topics and they can choose what they want to see. 2. David Martin, Tennessee School for the Blind – Creating “touch points” for first year teachers and soliciting alumni to help with the mentoring process. Dr. Judy Bivens sent out a survey to Trevecca graduates asking them if they are still teaching and what Trevecca could do to help students going forward. 3. Beth Batson – HR Director – Robertson County Schools – Contact for behavior and classroom management: cody.capps@rcstn.net. RCS is budgeting for sensory rooms for each school as well as Sensory Diet items for our Pre-K. 4. Rick West - Williamson County Schools gave a mid-year 3% raise to teachers and \$1 per hour increase to classified employees. Their new budget for 2022-2023 includes another raise (not sure of the percent raise for upcoming school year). For the upcoming school year, our school (Franklin Road Academy) gave not only the annual percentage raise, but also gave a "years of service" step increase to the base salary. That is not common in the independent school pay model. 5. Dr. Sandy Knight - Tuscaloosa City Schools here in Alabama gave a bonus to all teachers mid-year AND gave all novice teachers \$500 for supplies for their classroom at the beginning of the year and a "welcome spirit" pack of goodies from Tuscaloosa City Schools. Additionally, all novice teachers are assigned an experienced mentor and professional leave time of three times the first year to meet with their mentor and observe their mentor teaching. 6. Dr. Yolanda Statom - Metro hired advocacy coaches. They have a calm down room. 7. Anne Barbieri - Hamilton County Schools offers free clinics to all employees covered under the medical plan. The clinic has three locations and provides telehealth, primary care services, treatment of minor illnesses and behavioral services. The clinics have an onsite pharmacy with zero costs for generic prescriptions. For new teachers, we have an induction team that includes new teacher coaches designated for the different areas of the district. There is a new teacher academy offered throughout the year that is similar to Tuscaloosa that offers leave throughout the year to observe a model teacher and then have time in the afternoon to plan. We also offer dinner and PD. The culinary classroom students provide the food and we offer time and space for new teachers to plan together. 8. Vivian McCord - We offer COMP training to teachers across the district.

	<p>9. Dr. Sandy Knight - Tuscaloosa City Schools have a contract with Druid City Hospital for an Employee Assistance Program (EAP) for SEL services that is free to all of our employees. Employees can attend sessions and/or call and speak to someone on the phone. Additionally, we purchased software called Panorama for SEL. COMP is used for all of our novice teachers and teachers who struggle. We purchase the manuals for each teacher and provide release time for teachers to attend the training. Additionally, our experienced teachers are COMP trainers. Use Title II funds. In addition, for Employee SEL, we provide an app for all of our employees called Uprise. It includes a personal trainer for their mood, resilience and emotional intelligence for all employees.</p>
<p>Partnership Page - Drs. Judy Bivens and Amy Conditt</p>	<ul style="list-style-type: none"> • Partnership page was shared highlighting SRPAs, PPA, TDOE resources, and Professional Development. • Working with our IT Department to house short PDs on Partnership Page. • Partnership Page: https://www.trevecca.edu/landing-page/school-of-education-partnerships

Minutes submitted by:

Melody Underwood

Minutes submitted to:

Advisory Board



Trevecca Nazarene University

Advisory Meeting

Online Meeting via Zoom

Thursday, September 8, 2022

4:30 p.m.

Present: See attached sign in sheet

“Building Partnerships to Positively Impact our Students, Schools, and Community.”

Agenda Item	Description/Discussion & Action Taken
Dr. Suzann Harris: Welcome and Purpose of Meeting 5 minutes	Dr. Harris welcomed the attendees and expressed gratitude for their attendance at this meeting.
Dr. Amy Conditt: Details concerning CAEP and TDOE Comprehensive Visit November 13-15 Mock visit availability 5 minutes	Dr. Conditt shared that the CAEP SSR and TN Comprehensive Review had been submitted and reviewed by the CAEP and TDOE review teams. TNU received feedback from the teams in August/September and is in the process of collecting information to submit later this fall. The CAEP/TDOE visit will occur on Sunday, November 13 -Tuesday, November 15. In order to prepare for the visit, a Mock Interview will take place. Vote taken on best time to meet on October 27 for Mock Interview - morning or afternoon? Unanimous decision was made to have the Mock Interview for Advisory during the afternoon of October 27. Drs. Bivens/Conditt to send calendar invite along with list of questions and talking points for Mock Interview. Concerning the official interview, partners will be asked to participate on Sunday afternoon, November 13. Details are forthcoming.
Drs. Judy Bivens and Amy Conditt: Urgent Request for Completion of Employer Survey 10 minutes	http://c1.livetext.co/misk5/formz/public/103833/dtmo97fRJm Dr. Bivens/Conditt discussed need expressed in Formative Feedback Report (FFR) to have input from employers on the candidates Trevecca is producing. TDOE has been working on an employer survey that would be distributed in TN Compass; however, the survey has not been distributed/completed to date. In a previous Advisory meeting, partners gave input regarding an existing employer survey and the previously EPP created survey was revised. This survey was deployed during the 2021-2022 school year; however, response was low. The SSR submitted this past spring (February 2022) reflected the data received from the 2021-

	<p>2022 survey. As a result, the FFR received by TNU in August 2022 indicated the need for more information regarding employer input.</p> <p>In an effort to solicit more feedback, Dr. Bivens shared the survey, reviewed questions, and time was allotted for partners to complete. Partners were also encouraged to share the survey with other employers who have hired TNU candidates.</p> <p>Dr. Bivens is collecting information from the surveys and the data will be reflected in the response submitted to the CAEP review team later this fall.</p>
<p>Dr. Judy Bivens: Validity and Reliability Testing</p> <p>10 minutes</p>	<p>Dr. Bivens shared the Partner Assessment form that is utilized across all programs. Feedback was solicited. Dr. Yolanda Statom shared that TNU may want to consider adding “looking professional” to the “being professional” category.</p> <p>Special attention to the design of the Leadership Evaluation component of the Ed Leadership and SAIL Partner Feedback form was given; specifically Leadership Potential in Instructional Leadership and SAIL programs was solicited. Dr. Sean Impeartrice shared TNU may want to consider adding, “has led effective change” to Leadership Potential category. Questions related to data based results that led to change should be asked. In addition, asking candidates to describe what would happen in an exemplary teacher’s classroom should be part of the interview/evaluation process.</p>
<p>Minutes submitted by: Dr. Amy Conditt</p> <p>Minutes submitted to: Advisory Board</p>	

Committee Attendance Record

Committee Name: Advisory Board ZOOM Meeting

(Page 1 of 1)

		Location: Remote	Type of Meeting: ZOOM Meeting Advisory Board	Standard ✓ Electronic Phone Conference
	Members of committee (sign in)	Position-Role		
1.	Suzann Harris	Dean, School of Education		
2.	Amy Conditt	Faculty		
3.	Tavia McLeod	Faculty		
4.	Judy Bivens	Faculty		
5.	Tandy Taylor	Faculty		
6.	Penney Carden	Faculty		
7.	Brenda Patterson	TNU Faculty		
8.	David Martin	TN School for the Blind		
9.	Avery Finch--Alumni	Knowledge Academies Charter School		
10.	Rebecca Owens	Wilson County Schools		
11.	Yolanda Taylor-Statom-Alumni	Asst. Principal – Ruby Major Elementary		
12.	Sean Impeartrice	Clarksville Montgomery		
13.	Angela Huff	Clarksville Montgomery		
14.	Diane Watkins	Jackson-Madison County School System		
15.	Michelle Cormier	Tennessee School for the Blind		
16.	Chris Causey-Alumni	Director, Robertson County Schools		
17.	Vivian McCord	Dickson County Schools		
18.	Joey Vaughn-Alumni	Manchester City Schools		
19.	Anne Barbieri	Hamilton County Schools		
20.	Eddie Pruett	Gibson County Special School District		
21.	Rick West -Alumni	Franklin Road Academy		
22.	Elissa Stratton	Germantown (Memphis)		
23.	Beth Batson	Robertson County Schools		
24.	Andrew Burnham	Candidate Ed Leadership		
25.	Matthew Powell	Executive & Program Director/Autism Career Training		
26.	Lisa Spencer-Alumni	Wilson County Schools		



Trevecca Nazarene University

Teacher Education Committee

Mackey Conference Room

October 17, 2019

3:00 P.M.

Present: See attached sign in sheet

"Every Meeting is an Assessment Opportunity. Embrace it!"

Agenda Item	Description/Discussion & Action Taken
Devotion- Dr. Tandy Taylor	Social and Emotional Learning
Faculty Recognitions (from departments)	<p>Holly McConnell – did an internship with Disney in the spring</p> <p>Dr. Fred Cawthorne - large number of students to go on to graduate programs. Dr. Taylor asked to have the names sent to her.</p> <p>Dr. Tavia McLeod – Chair, Admin. Licensure Program, SPED background</p> <p>Dr. Andrew Burnham – Director of Advanced Programs now along with his MAT Chair and Vision Chair</p>
State Report Card Update – Dr. Amy Conditt & Dr. Judy Bivens	<p>Each year, the TN Department of Education puts out a report card and Trevecca is part of that reporting. We compile data and send it in the summer and then they look at data from all the universities, also called EPPs, and then publish a report in February. Based on a 4-point scale.</p> <p>We went up a point – overall performance of 3! Team effort!</p> <p>Area scored a one on, candidate profile – we need to work on. See attached sheet. These two areas: high demand endorsements and percentage of racially diverse cohort members is where we really need your help from the content areas. We want to recruit candidates for those content areas and racially diverse candidates. Working with admissions. We are working on putting together ESL endorsement in the undergraduate level. The Licensure Committee and the SOE Committee has to vote on it and we will bring it before the TEC in December.</p> <p>We are developing a Diversity Council and some of you have already agreed to be a part of this. It will be made up of Trevecca faculty, administrators, some of our candidates, some of our partners in the community, and members from our P12 school partners (Wilson and Davidson County).</p> <p>We are working on a Diversity and Inclusion Recruitment and Retention Strategic Plan.</p> <p>Developed a mission statement and working on a definition of diversity for CAEP. We have outlined a purpose, core values and our belief; we want to be encouraging to everyone.</p> <p>Our overall goal is maintaining and improving a climate where difference and diversity are respected and embraced for the SOE for creating our candidates' attitudes and dispositions as they go into school.</p>

	<p>1st goal – Support the recruitment of diverse candidates. Action step is to participate in events.</p> <p>2nd goal – Retain diverse candidates once they have become part of our student body. Action steps are to work with Student Support Services, the advising that our faculty do with our candidates, and ways that we can enhance our website and social media to promote opportunities. Need to have way to measure whether we are making progress or not. Talk about surveys.</p> <p>3rd goal – Assess college needs of SOE and provide recommendations on diversity, equity and inclusion for curriculum development and SOE climate improvement.</p> <p>Courses in Content Area: History and Mathematics Cultures World Music and Culture Class Multi-Ethnic American Literature Intercultural Communications</p> <p>Suggested we bring back Spanish – has to be financially feasible. We have many students from Honduras. If we had a way to allow those students to use their experiences for credit. Try to talk to General Education Committee. Dr. Walker to bring up at next liberal arts meeting.</p> <p>Are there any connections on TAG for education majors? SOE may want to consider students attending these diverse opportunities.</p> <p>4th goal – Engage faculty, staff and students in the University wide community based initiatives.</p> <p>We have not been as active with STEM and STEAM as we would like to be (Theatre and Literature, Science Fair). We have a couple of athletic teams that do reading programs. We offer one debate course. We host MTSBOA Jazz and prep day (Grades 8-12). Dr. Lerew is inviting 4 or 5 high schools coming in for a clinic. Walden Group on our campus – African America Group. Broderick oversees that diversity counsel for our student body. You do not need to be documented, but you do need a social security number. Talked about having some of our candidates speak to potential students about becoming a teacher and making a difference.</p>
<p>edTPA Scores – Dr. Amy Conditt</p>	<p>Mandated January 2019. Dr. Walker teaches a prep class that is required. Dr. Andrew Burnham and Dr. Amy Conditt teach job embedded. We have seen in increase in scores because of this. Passing scores for the state started out at 37 then 38. 2020 passing score will be a 40; in 2021 will be a 42. Candidates have to be able to write to the rubrics. EdTPA is a performance-based assessment. Now they have to video tape themselves. There are three sections: planning, instruction, and assessment (giving constructive feedback to the student). 15 Rubrics – 5 rubrics for each section. Send to National Scorer. \$300 for test. If they fail a portion, cost is \$100 to retake.</p>
<p>Music Department- Dr. David Diehl</p>	<p>Taking one of the content area classes from 3 hours to 2 hours. Will report at next meeting.</p>
<p>Other Business</p>	<p>Next meeting Thursday, December 5.</p>



Trevecca Nazarene University

Teacher Education Committee

ZOOM Meeting

October 15, 2020

3:00 P.M.

Present: See attached sign in sheet

"Every Meeting is an Assessment Opportunity. Embrace it!"

Agenda Item	Description/Discussion & Action Taken
Welcome/ Opening Prayer Dr. Tandy Taylor	
Faculty Recognitions (from departments)	<ul style="list-style-type: none"> • Mason Leih and Tyler Umbleby were hired in Wilson County • Adam Crum and Isabella Green at Green Hill High School • Holly McConnell got married now Holly Mack.
Announcements: Dr. Tandy Taylor	<ul style="list-style-type: none"> • Interdisciplinary Studies Early Childhood Education (PreK-3) & ESL Endorsement for high need teaching area Interdisciplinary Studies Elementary Education (K-5) & ESL Endorsement Special Education Interventionist K-8 & ESL Endorsement (three new majors this fall for incoming Freshmen) Next year, we will offer at least one of the new required courses. There are three new courses. Dr. Taylor is looking to offer Trends and Models in ESL instruction next year. High need teaching area • Wilson County Schools' primary partnership – fall student teachers have been able to complete student teaching requirements in a face-to-face environment. edTPA portfolios are being submitted online. State is giving flexibility to do this. • Challenges of field experience placements this fall - some administrators have agreed to virtual field experiences, field experience students have not been able to get in schools this semester. • Field experience placements for spring? Franklin Special School District is now accepting students for field experiences and student teachers. If you have some field experience students that you want to place in their school district, let Dr. Walker know so she can contact the central office.
Content Praxis Scores: Dr. Amy Conditt	<ul style="list-style-type: none"> • We submitted our scores to Title II. We had 15 (MAT) secondary content areas that were reported. Scores are good for our secondary content areas. Dr. Taylor to send score report to Teacher Education Committee members. The report gives the scores for all of the institutions in the State of Tennessee.
edTPA Scores (2019-2020)/ edTPA Submission/	<ul style="list-style-type: none"> • Student teachers for the 2019-2020 year, 29 edTPA portfolios were submitted – only 1 to resubmit and then successfully passed the second time.

<p>Mentors Matter/ Student Teacher Info: Dr. Marcia Walker</p>	<ul style="list-style-type: none"> • Two options to submit for edTPA: October 8 and others submitting October 22. State said that they would not raise the edTPA cut score to 42 until January 1, 2022. Our spring 2021 candidates will now be measured at a 40 cut score. No problems with the edTPA so far. • Mentor Matters (MM) is a program conducted by the TDOE. It is a grant that is funded out of the University of Michigan where the TDOE trains our mentor teaches to serve as clinical mentors also known as Cooperating Teachers in student teaching circumstances. Trevecca is going to partner with this program. Wilson County Schools is also a member of the MM program. Starting spring 2021, our student teachers will be paired with teachers that have been trained and certified with the MM program. • Student Teachers finish December 11. • Students are in conversations with Wilson County Schools about employment opportunities.
<p>Diversity Recruitment Plans Dr. Judy Bivens</p>	<ul style="list-style-type: none"> • We are two years away from our visit. We want to start conversations so you will be thinking about some of the reasons, that when we have our TEC meeting, that we discuss Praxis scores, for example, because you are the person in your department who listens to that information and thinks about what in our curriculum might our math students be needing or what are we doing really well that is causing our students to score well. You give us help in those areas with Praxis scores. Same thing with edTPA. • We met with Brodrick Thomas and Mark Bowles in our School of Education Department Meeting last Friday. We want to have candidates that are more diverse in our program. We talked about going to school events. We shared Professional Development events. We talked about counseling opportunities. We talked about what opportunities are available for tutoring. We covet your department feedback and support in suggesting your candidates who might want to become teachers or opportunities for them to learn more about what teaching includes.
<p>Old Business (Vote needed) Dr. Tandy Taylor</p>	<ul style="list-style-type: none"> • Deletion of SPA 2000 from the English Education program of study. Confirmation from the TDOE stated six hours or foreign language is sufficient (currently Language 1000 and 1500). SPA 2000 is not required by the State. • Motion – Dr. Philip – We are asking for an official change in the catalog so that the requirement is six hours of language and not nine. • Second – Brenda Patterson • All in favor of motion. • Dr. Taylor to submit paperwork to Academic Council.
<p>New Business:</p>	<p>No new business.</p>
<p>Other:</p>	<p>N/A</p>

Minutes submitted by:

Melody Underwood

Minutes submitted to: *Dr. Tandy Taylor*



Trevecca Nazarene University

Teacher Education Committee

ZOOM Meeting

October 14, 2021

3:00 P.M.

Present: See attached sign in sheet

"Every Meeting is an Assessment Opportunity. Embrace it!"

Agenda Item	Description/Discussion & Action Taken
Welcome/ Opening Prayer - Dr. Tandy Taylor	
Faculty Recognitions (from departments)	<ul style="list-style-type: none"> • Dr. Welch: Group of students who are over in Italy on a FLARE project. • Dr. Welch: Dr. Grieme-Bradley was cited in both Inside Higher Ed and the Chronicle of Higher Ed for some work that she did during her sabbatical. • Dr. Taylor: Clarice Cox – student representative for TEC 2021-2022 • Dr. Carden: School of Education for receiving a million dollar grant for licensure for SPED and ESL instructors. • Dr. Walker: all of our School of Education student teachers are doing well. • Dr. Frame: Theatre production – Freaky Friday – in Benson Auditorium, October 29-31 and November 4-7. Three Theatre Education students are involved in this production.
<p>Annual Report/Data Sharing - Dr. Amy Conditt</p>	<ul style="list-style-type: none"> • CAEP Visit will be November 13-15, 2022. • The 2020 Annual Report was released to EPPs earlier this month. We are happy to report that we received a score of “Overall Met” and are pleased. • The 5 areas that make up the criteria for the report are: <ol style="list-style-type: none"> 1. Recruitment 2. Employment and Retention 3. Candidate Assessment 4. Completer Satisfaction 5. Completer Effectiveness and Impact • The area of Candidate Assessment especially applies to TEC and we pleased that the insights tool on the Annual Report demonstrates our candidates test scores are very much aligned with the benchmarks set forth by TDOE.

<p>ESL Minor Proposal- Dr. Tandy Taylor</p>	<ul style="list-style-type: none"> • There is student interest in completing an ESL minor. • This will address high needs teaching area • The ESL minor will have the four ESL courses offered every year in alternating semesters (see attachment). • Assessments and Linguistics will be spring courses. • Trends, Models, & Methods and English Acquisition will be fall courses. • Minor will be 15 hours. Attainable for any major on the campus. • A fifth course is required, but would be an elective course. The four department chairs or deans are aware and agreeable. Dr. Philip did share with Dr. Taylor that Russian, German and French have not been offered because there has not been a need and finding an adjunct. • The additional endorsement requires the four specifically ESL courses for students. The dual endorsement is only offered to Early Childhood, Elementary, and Special Education majors. • Dr. Huddleston: Curious how what you are doing considering the ESL programs, how that is impacted by what we offer in terms of languages and language classes at Trevecca, and how we might want to think about that going forward. Thinking bigger picture. • Dr. Tim Green was supportive of this ESL Minor. • Dr. Taylor made a motion that the ESL minor include the four ESL courses in our department with students having the option of selecting an elective from the Intercultural Studies Program. • Dr. Walker – second • All in favor motion. • Dr. Taylor will forward to Dr. Welch for Academic Council on October 20.
	<ul style="list-style-type: none"> • Dr. Bivens: Are there any courses in the math and science department that might be integrated into the STEM program? Dr. Huddleston: Yes, we are all working with Dr. Stephen Silliman. Dr. Patterson has been part of the conversations also. School of Education would like to be included in the conversations. We are excited about the possibilities with the STEM program to help us address
<p>Music Department – Dr. David Diehl</p>	<ul style="list-style-type: none"> • We are in the process of doing some of our strategic planning as part of the SACS process. We have our ten-year visit from National Association of Schools of Music (NASM) in fall of 2022. We have been looking at our music education offerings and we are at 133-141 hours as the required courses in our program. We would love your input. • The Music Department will be striving to align music courses to the Music Content Praxis test.
<p>New Business:</p>	<ul style="list-style-type: none"> • No new business. Next meeting is Wednesday, November 17.

Minutes submitted by: *Melody Underwood*

Minutes submitted to: *Dr. Tandy Taylor*



Trevecca Nazarene University

Teacher Education Committee

ZOOM Meeting

February 24, 2022

3:00 P.M.

"Every Meeting is an Assessment Opportunity. Embrace it!"

Agenda Item	Description/Discussion & Action Taken
Welcome/ Opening Prayer - Dr. Tandy Taylor	Prayer Requests and Praises: <ul style="list-style-type: none"> • Pray for our student teachers • Pray for Trey and Ashlynn Schruff • Pray for conflict in Ukraine • Praise for Brian Sims, Adjunct in Business. He is home! • Praise for Dr. Jeffrey Wells recovery!
Faculty Recognitions (from departments)	<ul style="list-style-type: none"> • Dr. Judy Bivens and Dr. Amy Conditt for their work in writing and submitting our State/CAEP report. • Dr. Graham Hillard - Book of poetry is being published. • 15 years of service – Dr. Graham Hillard, Dr. Marcia Walker, and Dr. Brenda Patterson
Communication Studies Department- Dr. Jeffrey Wells	<ul style="list-style-type: none"> • Deletion of ART 2200 Mixed Media. The course is currently on the B. S. Interdisciplinary Studies Early Childhood program of study. COM 2350 Creative Drama is an option already listed on the program of study. See attachments. • We have not had enough students in the course and have had a hard time finding adjuncts to teach the course. Most of the students take Creative Drama. This change is going before Academic Council. • Dr. Jeffrey Wells made a motion for the deletion of ART 2200 Mixed Media. Dr. Brenda Patterson – second. All in favor of motion.
SOE State Report Card Overview- Dr. Judy Bivens and Dr. Amy Conditt	Drs. Amy Conditt and Judy Bivens shared the results of the TN Report Card released February 15, 2022. <ul style="list-style-type: none"> • Candidate Profile: assesses demographic needs such as race, ethnicity, and high needs areas, did not meet expectations. Improved over last year's report; recruiting/marketing still aware and providing support; ESL dual endorsement will help with high needs area; emphasis on STEM is also needed. • Employer: assesses completer retention rate, did not meet expectations. Went down compared to last year due to slight drop in 2nd year retention rate and also due to the benchmark for 2nd year retention rate changing from 80 to

	<p>85 this year. SOE responding by surveying completers to ask if they are still teaching and if so or not so, why and what the SOE can do to facilitate retention efforts.</p> <ul style="list-style-type: none"> • Candidate Impact: assesses completers' impact on student learning, domain not scored. Observation Score Level 3 and 4 scores, TVAAS level 3 scores, and LOE Level 3 and 4 scores were all above state mean and TVAAS level 4 scores were 2% below state mean. • Candidate Assessment: assesses candidate scores on content knowledge and edTPA, met expectation. SOE continues to focus on edTPA and Praxis sub-test scores for continued program improvement. • Satisfaction: assesses completer satisfaction with how well cohort members feel that their preparation program prepared them for teaching. Majority reported satisfied or very satisfied but SOE plans to take data from retention survey coupled with data from completer exit surveys to make decisions about program improvement.
<p>Virtual State/CAEP Visit November 13-15- Dr. Judy Bivens, Dr. Amy Conditt, and Dr. Suzie Harris</p>	<ul style="list-style-type: none"> • Virtual Visit Scheduled for November 13-15. • Report due 2/28. Drs. Bivens and Conditt will load tomorrow (2/26 and submit on 2/28). • Collaborative effort and feel good about the work we are doing and the report shows a true reflection of the EPP and its efforts.
<p>Music Praxis Update- Dr. Tandy Taylor</p>	<ul style="list-style-type: none"> • ETS has created new, individual Music Praxis for Vocal and Instrumental subject content. The State Board of Education must approve the change before an implementation date is approved.
<p>edTPA score – Dr. Marcia Walker</p>	<ul style="list-style-type: none"> • edTPA score remains a 40. It is scheduled to go up to 42 in January 2023. Highest score is 75 on edTPA portfolio. Pray that State keeps the score at 40.
<p>Four House Bills going before TN General Assembly – Dr. Suzie Harris</p>	<ul style="list-style-type: none"> • SB2369/HB1964 - As introduced, requires that educator preparation providers (EPPs) provide instruction on skills to administer virtual instruction to candidates seeking a teaching licensure. This bill has yet to be calendared for consideration by either the House or Senate. • SB2163/HB2343 –As introduced, requires EPPs approved by the state board of education to require each candidate enrolled in the provider's program to successfully complete at least one course each semester on reading instruction in order for the provider to retain state board approval. This bill has yet to be calendared in the House. The bill was rolled for two weeks in the Senate Education Committee. TICUA has had numerous conversations with the Senate sponsor, Bo Watson, expressing our concerns about the measure. • SB2181/HB2057 - As introduced, requires the department of education to produce an annual report concerning the efficacy of training on reading instruction provided by EPPs; requires revocation of state approval for EPPs that fail to meet certain standards. This bill has yet to be calendared for consideration by either the House or Senate.

	<ul style="list-style-type: none">• SB1864/HB1899 - As introduced, authorizes a teacher with a valid temporary teaching permit to receive a practitioner license for the course or subject area for which the temporary permit was issued. This bill has been placed on the House K-12 Subcommittee to be heard next week. The Senate has yet to assign the bill to the Senate Education Committee.
New Business:	<ul style="list-style-type: none">• Next meeting - Fall 2022.

Minutes submitted by: *Melody Underwood*

Minutes submitted to: *Dr. Tandy Taylor*



Trevecca Nazarene University

Teacher Education Committee Meeting

October 13, 2022

3:00 P.M.

“Every Meeting is an Assessment Opportunity. Embrace it!”

Agenda Item	Description/Discussion & Action Taken
<p>Welcome/ Opening Prayer - Dr. Tandy Taylor</p>	<ul style="list-style-type: none"> • Dr. Penney Carden’s mother – had stroke and in rehab • CAEP Visit in November • Experience Trevecca Day • Music Visit in February 2023 • Student Teachers – edTPA portfolios submission – next Thursday
<p>Faculty/Student Recognitions (from departments)</p>	<ul style="list-style-type: none"> • Dr. Yolanda Statom- new Director of Teacher Education in January 2023 • Riley Stetler – Student Representative this year for TEC • Dr. David Diehl – we have two teachers (one in Green Hills High School and one in Mt. Juliet Middle School) that are band directors. Mason Leih is at MJMS and Tyler Umpleby is a GHHS. • Dr. Silliman has an appointment with Wilson County Schools regarding a STEM partnership. • Dr. Michael Pigg – new faculty member in Math Department
<p>Virtual State/CAEP Visit November 13-15- Dr. Judy Bivens, Dr. Amy Conditt, and Dr. Suzie Harris</p>	<ul style="list-style-type: none"> • Virtual Visit Scheduled for November 13-15. • Interview Schedule – TEC faculty is Monday, November 14 at 9:00 a.m. on Zoom • Discussed sample interview questions for CAEP. Dr. Bivens to send to TEC faculty. • State and CAEP will come together. They are one large team. Prepared two separate reviews. Dr. Conditt provided handouts with questions the State may ask. • TEAM Evaluation Rubrics for evaluating teachers in Tennessee
<p>Specialty Area Program Standards for EPP Candidates</p>	<ul style="list-style-type: none"> • A reminder about National Standards for each of the content areas was shared with a copy of the standards for each content area. An explanation that these are standards the EPP uses for candidate preparation in the various content areas. Content faculty do not have to include these standards in their syllabi unless the course is for education majors.
<p>edTPA and Praxis Scores by Content</p>	<ul style="list-style-type: none"> • Dr. Bivens to send copy of edTPA rubric level content area score tables discussed. Cut score is 40. • Dr. Walker – each of our candidates take edTPA the semester before they student teach. They learn all things edTPA. Dr. Walker gives feedback. Dr. Walker willing to meet with any faculty to get a better understanding of edTPA for professional development • Dr. Harris – difference between PLT and edTPA exam is that edTPA is performance based. • How do your students from History fair on edTPA assessments and do you feel like they are doing well? • Dr. Walker discussed edTPA score reports that were shared with TEC faculty.

	<ul style="list-style-type: none"> Praxis scores for each content area were shared with TEC faculty for discussion. Dr. Taylor encouraged content area faculty to take the Praxis
Tennessee Teacher Evaluation Rubric	<ul style="list-style-type: none"> For faculty to have a better understanding of the EPP-created assessments, a review of the TEAM General Educator rubric was shared with a discussion of how it is utilized in all the EPP-created assessments. Some of the TEC faculty serve as university supervisors for their content areas—especially in music.
New Business:	<ul style="list-style-type: none"> Next meeting – November 10, 2022 (right before our visit)

Minutes submitted by: *Melody Underwood*

Minutes submitted to: *Dr. Tandy Taylor*



Committee Attendance Record

Committee Name: Teacher Education Committee ZOOM Meeting

(Page 1 of 1)

	Location: Remote	Type of Meeting: ZOOM Meeting TEC	Standard ✓ Electronic Phone Conference
	Members of committee (sign in)	Position-Role	
1.	Tandy Taylor	Director of Teacher Education	
2.	David Diehl	Dean School of Music Faculty	
3.	Penney Carden	Faculty	
4.	Judy Bivens	Faculty	
5.	Marcia Walker	Faculty	
6.	Brenda Patterson	Physical Education Faculty	
7.	Andrew Burnham	Faculty	
8.	Amy Conditt	Faculty	
9.	Allen Jinnette	Business Faculty	
10.	Jooly Philip	English Department Chair Faculty	
11.	Stephanie Cawthorne	Mathematics Faculty	
12.	Matthew Huddleston	Mathematics Science Faculty	
13.	Tavia McLeod	Faculty	
14.	Suzie Harris	Dean SOE	
15.	Jeff Frame	Theatre Faculty	
16.	Lena Welch	Dean School of Arts and Sciences Faculty	
17.	Melody Underwood	Admin. Assistant – Undergraduate/Post Bacc Programs	
18.	Clarice Cox	Student Representative	



Trevecca Nazarene University

Adjunct Data Sharing Meeting

Virtual via Zoom

10:30 AM

May 10, 2021

Present: See notes

“Building Partnerships to Positively Impact our Students, Schools, and Community.”

Agenda Item	Description/Discussion & Action Taken
<p>Welcome, Introductions, and Updates</p> <p>Drs. Judy Bivens and Amy Conditt</p>	<p>Purpose of Meeting</p> <p>Data Review Calendar for May, the calendar was reviewed by the SOE faculty to discuss what assessments worked best for the time frames. This calendar will be shared with school and campus partners as part of the QAS.</p> <p>Quality Assurance System – Looking at surveys Based on the Data Review Calendar, this meeting will focus on surveys of candidates and completers for review and data to be shared with stakeholders.</p>
<p>Data Review: Fall 2020/Spring 2021</p> <p>Dr. Mindy Burch</p>	<p>Completer Surveys: Completer, Program, Governance Completer Licensure/Employment Survey Fieldwork Surveys (US, CT, ST)/ Surveys in Live Text Field Experience Assessments / Diversity – see attachments for all survey data</p> <p>Data was shared from each survey with discussion of results, especially the open-ended questions which allowed completers to share any suggestions for improvements in each program or the EPP in the governance survey.</p> <p>Students need to have field experience at the very beginning so they know what it is going to be like.</p> <p>Dr. Walker is going to be working with the MAT field experience. Grade for the field experience will come from Dr. Walker and not from the instructor. The handbook for MAT will detail all the requirements and be available for partners.</p> <p>We do have completer surveys in each program. The completer surveys include the candidate/completer provided a self-assessment, a satisfaction survey for the program from they are completing, and a satisfaction survey for the EPP/institution as a whole with resources and governance.</p>

Praxis Scores	Praxis scores for each program area will be shared in a separate meeting to discuss subgroup scores and curriculum. Discussion will include program improvement based on Praxis data.
IE Reports Dr. Amy Conditt	IE Reports are due 8/31/21 The first phase of the reports was completed October 2020. Please review and work on data collection with Dr. Mindy Burch or Dr. Amy Conditt for the second phase.

Minutes submitted by: Melody Underwood

Minutes submitted to: School of Education Department



Trevecca Nazarene University

SOE Adjunct Meeting with

Breakout Sessions

Zoom Meeting

May 3, 2022

4:30pm, 5:00pm break-out sessions

Present: See attached sign in sheet

“Building Partnerships to Positively Impact our Students, Schools, and Community.”

Agenda Item	Description/Discussion & Action Taken
WELCOME AND INTRODUCTIONS	Dr. Suzann Harris
IMPORTANT UPDATES Accreditation Visit Mock Visit TDOE Report Card Overview Response to Report Card Areas of Focus	Drs. Bivens and Conditt CAEP visit and TDOE Comprehensive Review of Licensure Programs November 13-15 TBD September or October 2022 Report Card released February 2022 Areas of Focus: Survey Responses Foundational Literacy Standards Diversity Plan/Recruitment Strategies---disaggregating all data by ethnicity

BREAKOUT SESSION DISCUSSION POINTS

<p>INITIAL (UNDERGRADUATE AND MAT)</p> <p>Dr. Taylor, Dr. Conditt, Dr. Burnham</p>	<p>ADVANCED (VISION, ED. LEADERSHIP, SAIL, ESL, COT, MLIS)</p> <p>Dr. Bivens, Dr. Burnham, Dr. Carden, Dr. McLeod</p>
<p>Literacy Foundational Skills Components, including Trauma Informed Instruction</p>	<p>Impact of Literacy Foundational Skills, including Trauma Informed Instruction on Ed. Leadership and SAIL Dr. McLeod shared how the new literacy standards will likely create new assignments and assessments in some of the courses in SAIL and EL.</p>
<p>K-12 ESL license (ECE, ELEM, SPED)</p>	<p>Admissions Data for Recruitment Plan all programs Reports from SGCS were shared showing the demographics of candidates in each of the advanced programs over the past 3 years. This is part of the Diversity Recruitment and Retention Plan. All assessments in all of the advanced programs will be disaggregated by diversity going forward.</p>
<p align="center">Initial Quality Assurance Handbook</p> <p>Overview of Transition Points, including key assessments and expectations at transition points: Admission to Teacher Ed/MAT Admission to Student Teaching Exit Appeals process</p>	<p align="center">Advanced Quality Assurance Handbook</p> <p>Overview of Transition Points, including key assessments and expectations at transition points: Admission to Program Exit Appeals process The QAS was reviewed and will be part of the fall adjunct planning meeting</p>
	<p>Field Experience and Partner Feedback Field experience expectations were shared from all of the advanced programs and a discussion of how content knowledge from courses should be demonstrated in field experience. More about this will be discussed in the fall.</p>
<p>Questions</p>	<p>Questions</p>

Minutes submitted by: Amy Conditt

Minutes submitted to: Adjuncts

Committee Attendance Record

Committee Name: Adjunct ZOOM Meeting

(Page 1 of 1)

		Location: Remote	Type of Meeting: Adjunct ZOOM Meeting	Standard ✓ Electronic Phone Conference
	Members of committee (sign in)	Position-Role		
1.	Suzann Harris	Dean, School of Education		
2.	Amy Conditt	Faculty		
3.	Tavia McLeod	Faculty		
4.	Judy Bivens	Faculty		
5.	Tandy Taylor	Faculty		
6.	Penney Carden	Faculty		
7.	Andrew Burnham	Faculty		
8.	Brenda Patterson	Physical Education Faculty		
9.	Tammy Parsons	MAT TNU Adjunct		
10.	Avery Finch	EL TNU Adjunct		
11.	Peggy Druyor	MAT TNU Adjunct		
12.	Garrett Harper	TNU Adjunct		
13.	Kerry McShea	TNU Adjunct		
14.	Richard Parrott	MAT TNU Adjunct		
15.	Stephanie Goff	EL and SAIL TNU Adjunct		
16.	Vivian McCord	ESL TNU Adjunct		
17.	Julie Rigsby	SAIL TNU Adjunct		
18.	Tammy Harosky	TNU Adjunct		
19.	Marla Streit	MLIS TNU Adjunct		
20.	Prilla Speer	MLIS TNU Adjunct		
21.	Kristin Bledsoe	SAIL TNU Adjunct		
22.	Sharon Thompson	MLIS TNU Adjunct		
23.	Bernice Russell	SAIL TNU Adjunct		
24.	Abasi McKinzie	ESL TNU Adjunct		
25.	Andrea Fowler	MLIS TNU Adjunct		
26.	LaMetrius Daniels	TNU Adjunct		
27.	Michelle Cormier	Vision TNU Adjunct		

28.	David Diehl	Music TNU Adjunct
29.	Roberta Hill	MAT TNU Adjunct
30.	Melody Underwood	Admin. Assistant – Undergraduate/Post Bacc Programs
31.	Shannon Lembo	Admin. Assistant – Advanced Graduate Programs