



Educator Preparation Provider Advisory Committee (EPPAC) Meeting Minutes

Attendance:

Amanda Metcalf, Keisha Kibler, Kristi Kiefer, Courtney Miller, Valerie Morphew, Barbara Owens, Toni Poling, Julie Reneau, Joyce Rose, Carol Tannous, Charlie Watson, Barbara Wierzbicki, Terrin Taylor, Rick West, Stephanie Jones, Debra Hemler, Kylie Ford, James Matthews, Laura Gugliani, Ashley Carpenter, Jodi Oliveto, and Sandy Shriver.

I. Welcome

Welcome comments made by Amanda Metcalf.

II. WVDE Report – Jodi Oliveto, WVDE Coordinator – Educator Development & Support Services

- Jodi Oliveto shared a PowerPoint presentation and provided an overview of each item.
- News – New Accreditor AAQEP – there is a Transition Guidance Document available.
- A meeting will be held with final stakeholders and will pilot January 2023.
- SPA review or CAPA – institutions can choose either, both, or a combination. Will need to send email (institutional not individual) address to CAPA.
- There are teacher and substitute shortages. Resident 2 students can substitute up to 10 days per month. Need more dialogue between institutions and counties.
- Robert Hagerman updates – do not need to sign to certify for anything for which we do not have a program.
- Students need to know up-to-date Praxis testing requirements.
- CTR is covering vacant positions.
- Summer review dates have passed. Need letter of intent by August 11.
- TeachWV – the website has been updated. Can put a link to TeachWV on institution website.

III. Approval of Minutes: November 17, 2021

Joyce Rose mentioned in section II, 5th bullet, ITR needs changed to TIR. Kristi Kiefer made a motion to accept the minutes with the change noted. Debra Hemler seconded and the motion passed.

IV. Curriculum Proposal (Information Item) – Amanda Metcalf

- Secondary Education Year Long Residency Curriculum Proposals (Art, Biology, Chemistry, Earth and Space Science, English, General Science, Math, Physical Education, Physics, Social Studies, Spanish; and Secondary Education overview)
- Approved by CoEHHP on 11/4/21; approved by Curriculum Committee on 11/23/21; approved by Faculty Senate on 2/8/21.
- Approved by CoEHHP and passed at 5/3/22 meeting.

V. Education Updates – Amanda Metcalf/Toni Poling

- New Faculty:
 - Candice Moench – Assistant Professor of Reading Specialist – She will begin her faculty appointment in August 2022.
- Vacancies:
 - Elementary Education – 4 failed searches.
 - Educational Leadership – will relaunch search in Fall 2022.
 - Special Education – 2 candidates coming in to interview week of May 9.
- 5-year Graduate Program Reviews: on the May 5 BOG agenda.
 - Digital Media, New Literacies and Learning
 - Professional Studies
- Praxis Updates - Elimination of the TREE, option for the CKT exams (for Elementary Education only, not Secondary Education), and change in Core Math scores.
- edTPA – Toni Poling said changes are being made. She met with a representative in Fall 2021 and they are reviewing two options. More information will be provided when it is available.
- Year-Long Residency (YLR) Update – Toni Poling stated it is going well. The new field experience was implemented in Fall 2021; all programs were approved. Keisha Kibler is revising the model schedules. The first YLR group graduated with rave reviews from the students and host teachers.
- CAEP – Julie Reneau and Keisha Kibler submitted CoEHHP's CAEP annual report on April 30. The CAEP standards were changed for this year; they are more aligned and data-driven. Our information looks good; our data shows we meet the systematic structure and continuous improvement requirements. Monthly CAEP meetings will be held.
- MAT Curriculum Update – Keisha Kibler noted there is continuous enrollment. A session was provided to students; attended by a few, but they are viable candidates. Some curriculum updates are needed and will be completed this summer.
- Academic Success – Carol Tannous
 - 82.8% current retention rate; 83.9% at this same time last year.
 - Charlie Watson helped students during core push week. Keisha Kibler and Toni Poling also helped students with portfolios. Barbara Wierzbicki noted 24 portfolios were submitted.
 - Additional tools will be provided for CoEHHP faculty and Secondary Education faculty.
 - The pre-requisite grade alert report was received and initially had hundreds listed. Charlie Watson reached out to the students to assist them and the list is now down to 8 students.
 - SOAR First Year Seminar – This is a great program to help keep students connected and provide them with assistance. SOAR instructors are needed for Fall 2022; Carol Tannous sent out an email with an application. Please complete and return the application if interested.

VI. Items from the Floor

- Amanda Metcalf announced the “Pre-Education” designation is no longer being used; all students will be categorized as “Education” students. This change will help alleviate confusion among students.
- Amanda Metcalf noted the HEPC asked us to switch from utilizing the NeXT Survey software to using the SkyFactor Benchworks software which is a better feedback tool. This was implemented Spring 2022. Alumni surveys are due May 31 and employer surveys are due June 14.

- CoEHHP will meet on May 6, 2022 for Assessment Day to review CAEP data.
- Debra Hemler asked about the liaison model for overseeing the student teachers.
Barbara Owens noted that it could not be utilized as previously practiced when COVID protocols were in place. When students were permitted back in the schools beginning Spring 2022, some teachers and principals served as supervisors along with Fairmont State faculty and contracted individuals. Barbara Owens stated the COVID protocols changed everything and the public schools missed the connection with students during that time as well. Barbara Owens is in the process of reviewing the liaison model to determine the best way to do this in the future.
- Debra Hemler mentioned that communication to the Secondary Education faculty was great prior to COVID, but little is received now other than a few emails. Amanda Metcalf replied that the monthly in-person meetings are scheduled to resume soon.



Educator Preparation Provider Advisory Committee (EPPAC) Meeting Minutes

- Amanda Metcalf welcomed all participants to the meeting.
 - Minutes from previous meetings were asked to be reviewed.
- Amanda Metcalf introduced Jodi Oliveto with the WVDE to share updates with faculty and staff
- Jodi Oliveto gave updates on the WVDE Report
 - Jodi Oliveto addressed the new superintendent of schools and position changes within the department.
 - CAEP partnership agreement amendment was reviewed. The state partnership agreement has been changed and any SPA that has added a fee, it is not mandatory. This only applies for Social Studies.
 - Resident 2 students may be hired to substitute. They can sub a maximum of 10 days per calendar month in their host school.
 - Residency substitute training is now provided to Residency 2 students. This is free, and can be taken at any time. This is NOT mandatory for students.
 - Students will receive a certificate upon completion of the program.
 - Resident 2 stipends
 - Students will continue to receive \$2,000 into next year.
 - Barbara Owens asked Jodi Oliveto about stipends. The question being, “If we have the money, what do we do with the extra stipend money?”
 - Jodi Oliveto mentioned that this money will roll over into next year.
 - WVCAPA
 - Julie Reneau had a question regarding the CAEP visit in 2025. She mentioned that consideration needs to be taken with the timeline of these reports.
 - Jodi Oliveto mentioned they will work with Fairmont State on what works best with the institutions.
 - Amanda Metcalf asks if we start with our SPA report submission and receive “met with conditions” and CAPA dates come out, can we switch to CAPA at this point?
 - Jodi Oliveto stated yes.
 - TPA Review
 - This is the Education programs last year doing action research.
 - All three teacher performance assessments are being reviewed for validity and reliability.
 - Once approved, the PLT will no longer stand.

- Toni Poling mentioned we are stopping action research and starting with edTPA in the Fall. Is this okay?
 - Jodi Oliveto stated this is fine.
- Certification
 - Policy 5202 has been postponed until later this Fall
 - Make sure to use the latest form which can be downloaded from our website.
- Student Teaching Clinical Placements
 - During the pandemic the WVDE enacted several flexibilities and waivers for program completion.
 - This has since changed back to pre-pandemic clinical experiences.
- TPA Vouchers
 - Go to certification page on WVDE website
 - Students will register to obtain a voucher
 - EPPS will need a list of students
- Questions from Jodi Oliveto
 - Barbara Owens had other questions:
 - “The Co teaching training that is for cooperating teachers, is there any way faculty here can view that without a K-12 account?” ○ Jodi is going to send the information to Barbara Owens.
 - Barbara Owens mentioned that we make this available and we host a class. If teachers wanted to do the co-teaching training through the WVDE, how do we keep track of this? Is this mandatory?
 - Jodi Oliveto mentioned this is mandatory and they will receive a certificate.
 - The training average time is 5-6 hours
 - Amanda Metcalf asked if we need to have a certificate for the course that we teach to prove completion
 - Jodi Oliveto stated this is up to the institution. She recommends that we implement one.
 - The WVDE stamp would need to be placed. Or the wording “WVDE approved” on the certificate .
 - Toni Poling posed the question, “Does the training expire?”
 - Jodi Oliveto - Right now, it does not expire. If additional information is needed and the training is revised then they would be required to certify again.
- Approval of Minutes.
 - Barbara Wierzbicki made motion to approve minutes; Julie Reneau seconded. Motion passed.
- Undergraduate Education – Curriculum Proposals (Toni Poling)

- We have to move away from Action Research. The proposal is to get rid of action research and portfolio. This will be replaced by Teacher Performance Assessment Seminar in Elementary Education
 - This will provide support to students during the edTPA process
- Rick West mentioned Physical Education proposal consisted of the addition of PHED 3313: Biomechanics and PHED 3342: Adapted Physical Education Activities and the removal of EDUC 3351: Inclusive Practices
- Graduate Education – Curriculum Proposals (Keisha Kibler)
 - Keisha Kibler mentioned 6 curriculum proposals for MAT
 - The first 4 consists of language changes that corresponds with state policy
 - EDUC 6496 has been created for MAT students to take edTPA as well.
- Education Updates
 - New Faculty (Amanda Metcalf)
 - Candice Moench was hired for Reading Specialist
 - Lauren Werner was hired for Special Education
 - Faculty Vacancies (Amanda Metcalf)
 - Elementary Education
 - 4th time doing an Elementary Education search
 - Education Leadership
 - PRAXIS Content Knowledge (Toni Poling)
 - There is a second set of tests called CKT; 25 students have tried this test and 21 have passed. This is a great option for students who are struggling with content tests.
 - Amanda Metcalf mentioned this is a more pedagogical approach to these content tests and not only memorization of dates and names.
 - Toni Poling mentioned that PA has waived the CORE, and that our department is pushing for this as well.
 - Charlie Watson mentioned the cut off made to the score requirement for Math did not help students already enrolled but did help incoming students.
 - Amanda Metcalf mentioned the Foundation is very close to finding a donor to get a testing site on campus to help students.
 - Charlie Watson stated the ETS website labels West Virginia, and the requirements that display under it are the Virginia test requirements.
 - Students have been made aware.
 - edTPA Updates (Toni Poling)
 - We are in the transition process
 - We now have a new representative that will help us with edTPA
 - It is not officially in policy yet, which means there is no official cut score. The institution can set their own cut score. This will be discussed
 - The state is paying for all students to take this one time
 - The student will have to pay for individual components if they fail.

- The edTPA course will be taught by Toni Poling and Keisha Kibler.
- We are going to try and adopt resources from other institutions that have used edTPA for a while.
- PDS Updates (Barbara Owens)
 - It is nice to be back face-to-face with teachers. We now have a PDS advisory group that helps guide decisions made based on the Residency Model. Barbara Owens stated that in October we were able to make continuous discussions to make the best decisions for our students.
 - The PDS Office has also met with PDS Coordinators for feedback and overall expectations.
 - Currently we have two programs running side-by-side which makes things difficult.
 - Co-teaching training helps aid the Residency Model transition with students. This is a positive thing to have in the semester.
 - Barbara Owens has met with PDS Principals to provide an overview of what we provide in the program.
- CAEP (Julie Reneau)
 - Julie Reneau stated the important thing is we have to get surveys of our graduates. We have to keep up with our graduates and get a response out of them. How do we accomplish this? This is vital for CAEP.
 - We have to show student impact on student learning.
 - We can only measure graduates who are teaching in the content area they received their degrees in.
 - Other universities do case studies or smaller action research projects.
 - This is something that we need to think about.
 - We also have to track all of the job openings that are in each content area and notify them about our graduates.
- Academic Success (Charlie Watson)
 - Earlier this year, Charlie Watson and Carol Tannous discussed the admissions process. They have since evaluated the admission requirements, and found a better way to get students into the program that is less stressful. This is EDUC 2200: Introduction to Education.
 - As a second part to that, in the 60-credit hour reports the students did not identify their major yet, or their TaskStream portfolio. Now we are able to go in and have them bring their laptops and have them do the portfolio in class.
 - Charlie Watson mentioned the process of checking student TaskStream submissions.
 - Charlie Watson continues to check on these students who she knows have passed the Praxis exams and she will send out their admission letters in the mail, marking them off in TaskStream.

- Charlie Watson and Joyce Rose are the only ones who know the students who are still pre-education majors.
 - Barbara Wierzbicki mentioned this is a much better process. This has eliminated the 20 hours in the school which took up a lot of time. Now the only thing they do is check GPA, TaskStream, and their paperwork.
 - Other collaborative things that are occurring are Nuts and Bolts advising sessions and helping students figure out how to register and making meetings with their advisors. They now gain an understanding of what they need to do. These are required meetings.
 - SOAR First Year Seminars target as many Education students as we can. These have helped tremendously. This gives students someone to go to.
 - Dispositions are needed. We need to get students to understand the expectations as an emerging professional.
 - Charlie Watson recognizes the tremendous job that Keisha Kibler has done with the Secondary Education students.
- Amanda Metcalf concluded the meeting at 3:24 p.m.



Thursday, April 27, 2023
2:00 p.m. - 4:00 p.m.
In-Person & Virtual (WebEx)

Educator Preparation Provider Advisory Committee (EPPAC) Meeting Minutes

Attendance:

Toni Poling, Jan Kiger, Courtney Miller, Candice Moench, Valerie Morphew, Barbara Owens, Julie Reneau, Carol Tannous, Charlie Watson, Lauren Werner, Barbara Wierzbicki, Terrin Taylor, Rick West, Stephanie Jones, Debra Hemler, James Matthews, Ashley Carpenter (guest), Jodi Oliveto (presenter), and Sandy Shriver.

I. Welcome

- Welcome comments made by Toni Poling who facilitated the meeting. Amanda Metcalf was called away to attend an institutional administrative meeting.

II. WVDE Report – Jodi Oliveto, WVDE Coordinator – Educator Development & Support Services

- Jodi Oliveto shared a PowerPoint presentation and provided an overview/updates on each item: Strategic Priority, Partnerships and Collaborations, WVBE Policies 5100 and 5202, Resident 2 Stipend, WVCAPA, TPA Review for WVBE Approval, and PRAXIS II Multiple Measures.
- Jodi Oliveto has a role change; she now oversees the Grow Your Own WV Apprenticeship Program
- Dr. Traci Tuttle is a recent hire – has a higher education background – will serve as the Liaison to Higher Education, and oversee Teacher Preparation, WV Residency Model, WV CAPA – Program Approval, Accreditation (AAQEP, CAEP), Educator Preparation Program Review Board.

III. Approval of Minutes: November 15, 2022

- Rick West made a motion to accept the minutes as written. Julie Reneau seconded and the motion passed.

IV. Curriculum Proposal (Information Items) – Toni Poling

▪ Undergraduate Proposal

Physical Education: Rick West provided an overview of the proposal.

- CoEHHP approval on 11/3/22; Curriculum Committee approval on 11/29/22; Faculty Senate approval on 2/14/23
 - G22-23-12: Substitute *PHED 3343: Adapted Physical Education Activities* for *EDUC 3351: Inclusive Classroom Practices for Individual Differences*, and addition of *PHED 3313: Biomechanics* back into the curriculum.

▪ Graduate Proposal

M.Ed. in Digital Media, New Literacies and Learning: Valerie Morphew provided an overview of the proposal.

- CoEHHP approval on 3/2/23; Graduate Council approval on 3/15/23; BOG approval on 4/20/23

- G22-23-09: Program name change to *M.Ed. in Instructional Design and Technology* and reduction of total credit hours from 36 to 30.

V. Education Updates

- New Faculty: Toni Poling
 - Elementary Education – Rachel Dodrill begins in August 2023.
 - Educational Leadership – Kurt Meader begins in August 2023.
- Faculty Vacancies: Toni Poling
 - Education/CAEP Coordinator – Position posted, closed, and virtual interviews held. Campus interviews will be held on May 10 and 11.
 - Instructional Design and Technology – Position posting just closed.
 - Special Education – Position posted and closes on April 30.
- TPA – Toni Poling
 - 3 possible options (EdTPA, PPAT, WVTPA) being reviewed by BOE this summer; on slate to be reviewed by August 2023.
 - Toni Poling had a meeting with Pearson about EdTPA. It is expensive and scored externally.
 - WVTPA is no cost and scored in-house; can transition in-house, reviewed in-house at the institution. Annual training provided; will send as many as want to go the first year.
 - Monday's EPP Forum meeting – learned we do not have to take graduate programs this summer, only undergraduate programs for TPA rollout. Toni Poling has virtual TPA and will send out to everyone. WVTPA would be a less painful transition for students.
- HB 3035 – Toni Poling
 - Was passed by legislature and codified
 - Third Grade Success Act – will impact early programs
 - Need to draft assurances for three programs; how to meet components
- WV CAPA – Toni Poling
 - We are slated to present soon. Then not again until Spring 2030.
 - Will stick with SPA and CAEP Standard 1.
 - NCTM is getting out of SPA business.
- PDS – Barbara Owens
 - Attended recent meeting with Toni Poling. Three state board members and superintendents also attended and listened to concerns.
 - PDS is going back to a liaison model of supervision – provides a better connection to schools – it is a positive move – helps in growing capacity
 - Will be reaching out to Coordinators and those involved in the PDS Partnership.
- CAEP – Julie Reneau
 - Annual update completed.
 - Was a change in PRAXIS cut scores. Math had the highest pass rate. Some students are exempt from the Reading and Writing tests.
 - SkyFactor Survey – classroom management and lesson plans; 5-6 pages comments not good about those. Fairmont State did have overall higher scores than other institutions.
 - Julie Reneau will send out the data to everyone.
 - CAEP accreditation data is due January 2025; need 3 semesters of data.
- Academic Success – Carol Tannous
 - Two offices (312 and 332) on third floor of Education Building are available for PRAXIS testing. Carol Tannous sent out an informational email to CoEHHP

students. We are working on an online reservation system. For now, students can email Sandy Shriver to reserve one of the rooms.

- Carol Tannous attended WV Legislative Day in Charleston and spoke with Delegates Mike Caputo and Joey Garcia about PRAXIS issues and Pennsylvania's system.
- Reminder - we no longer have "pre-education" designation; it is just "education" now. The 60-credit hour cap is not being monitored in Student Services but Carol Tannous and Charlie Watson are designing a monitoring system and will provide notifications to students. Courses still have pre-requisites and DegreeWorks has a built-in, fail safe.
- Journey Program – still creating new tools and doing more to provide information. Going into classes at beginning and end of term. Providing reminders to students and getting students to sign up for PRAXIS tests while in the classroom.
- Candice Moench said "kudos" to the Journey Beyond program and Charlie Watson for providing assistance to the graduate programs. Charlie Watson said they are in the process of identifying needs, will send acceptance letters and welcome letters, creating pamphlets and much more.
- Scholarship and Awards Banquet – went very well; received positive feedback from students and parents; several students noted Deb Hemler and Barbara Wierzbicki were influential to them.
- CoEHHP orientation will be held in June. Secondary Education majors will attend this event as well.

VI. Items from the Floor

- 5202 (repeal and replace): bill is out for comment now; Joyce Rose is reviewing it in depth.
- 5100: Toni Poling was able to review the WV House of Delegates language; it is up for comment in July; speaks to math requirements, content area, and credit hours. Everyone needs to review it for their areas and provide comments. The state department is now required to reply to all comments.
- Barbara Wierzbicki noted that WVU is no longer requiring the ACT; closed the MAC program, and is no longer offering the Math 5-9 program either. Deb Hemler stated that WVU is not going to have the WVU Teach program either.



Thursday, November 30, 2023
2:00 p.m. - 4:00 p.m.
ED 303

Educator Preparation Provider Advisory Committee (EPPAC) Meeting Minutes

Attendance:

Amanda Metcalf, Jan Kiger, Toni Poling, Courtney Miller, Candice Moench, Valerie Morpew, Barbara Owens, Julie Reneau, Carol Tannous, Charlie Watson, Barb Wierzbicki, Terrin Taylor, Rick West, Debra Hemler, Maria Agee, Kurt Meader, Rachel Dodrill, Marcie Raol, Keisha Kibler, Joyce Rose, Ashley Carpenter (guest), Traci Tuttle (presenter), and Sandy Shriver.

I. Welcome

- Welcome comments and introduction of Dr. Traci Tuttle provided by Amanda Metcalf.

II. WVDE Report – Dr. Traci Tuttle, WVDE Director – (Liaison to Higher Education, Teacher Preparation, WV Residency Model, WV CAPA – Program Approval, Accreditation [AAQEP, CAEP], Educator Preparation Program Review Board)

- Traci Tuttle shared a PowerPoint presentation and provided an overview/update on each item: Major K-12 Initiatives, WVBE Policies 5100 and 5202, Resident 2 Stipends, WV CAPA, and TEACHWV. A copy of the PowerPoint will be shared by email.

III. Approval of Minutes: April 27, 2023

- Julie Reneau made a motion to accept the minutes as written. Barb Wierzbicki seconded and the motion passed.

IV. New Business

- New Faculty: Amanda Metcalf
 - Education/CAEP Coordinator – Marcie Raol
 - Educational Leadership – Dr. Kurt Meader
 - Elementary Education – Rachel Dodrill.
 - Instructional Design and Technology – Dr. Maria Agee
- Faculty Vacancies: Amanda Metcalf
 - Special Education – Virtual interviews were completed. One candidate will be invited to campus on December 6.
- Education Updates – Toni Poling
 - This is the first semester that WVTPA was completed. Out of 27 students; 97% 1st attempt pass rate and 100% 2nd attempt pass rate. There will be a survey sent to get student feedback.
 - A copy of the WVTPA Handbook was shared by email.
 - Toni Poling spoke to Residency 1 students and we continue to have success with that program.
 - There will be an admissions gateway following EDUC 2201; it will move back to EDUC 2203 one semester. This will give students with less than 2.75 GPA a chance to achieve and provide basic skills competencies. There will be an additional gateway experience prior to Residency 1.

- Keisha Kibler came back to work for Fall 2023 semester and is still serving as the Secondary Education Coordinator. She is here for extra support since we have some students on the traditional pathway and others on the Residency 1 pathway.
- Amanda Metcalf reported there will be a 5-year review for math. Not due until Fall 2025 if you do not have a SPA report due.
- Traci Tuttle noted CAPA is a blended review process; self-reflective, shows how we align to standards and talks to the student success rate.
- Licensure – approved September 2023. PLT requirement is removed; not required for certification. However, the TREE Test is now back in.
- Professional Development School – Barbara Owens
 - Ashley Carpenter was introduced – guest from public school system.
 - The PDS partnership has been active for over 17 years; 35 schools from 5 counties participate. We work collaboratively, have the right people at the table for discussions, and have placements in all those schools.
 - Mock interviews for students were held. It provides students with practice and feedback; gives them the tools they need for actual job interviews.
 - Clinical Teacher in Residence (CTR) – we were one of the first institutions in the state to have it; other counties seek us out for information/assistance. Students in our programs usually interview with the school principals and have mentor/supervisors on site. They are often hired into positions at the same schools.
- CAEP – Marcie Raol
 - A “State of CAEP” meeting was held. A CAEP overview was provided at that meeting and the standards were reviewed.
 - A Team and SharePoint site were created. This will provide the writing teams a place to retain their documents.
 - Team Leads have met and will begin to set their timelines and share them with team members.
 - The Diversity Team will be chaired by Candice Moench. There will be an ITSE Standards group and a Families group.
 - Twenty-one (21) students applied for the Advisory Council. There was a nice mix of applicants.
 - The English and Physical Education SPA reports are moving along.
 - Standard 1 group will be led by Marcie Raol and Toni Poling.
- Academic Success – Carol Tannous
 - Partnership with the Recruitment Office is going well and looking forward to enhancements.
 - SOAR Awards, campus events, and family visits are continuing. There has been an increase in attendance at the SOAR table. Need to continue to build on it and have faculty involved in family visits.
 - Retention – there are still some students who go missing (just stop attending). Creating an “ICU” initiative to reach out to them – will implement in Spring 2024.
 - Continuing to provide students with the information they need to graduate; going into classrooms to speak to them directly.
 - Emails and texts will be going out to students who have not yet enrolled. Carol Tannous and Charlie Watson will also be making phone calls over break. Will send a list of those students to faculty; may have ideas on how to reach these students. There are only 25 CoEHHP students who have not yet enrolled.

- Charlie Watson looks at enrollment of CoEHHP students and secondary education students too; 77.1% of Secondary students are registered, 82.7% of CoEHHP students are registered. She also tracks number of seniors, juniors, sophomores, and freshmen.

V. Items from the Floor

- Valerie Morpew reported the CTLI is working on wellness sessions to offer. Chelsea Collins will offer “First Aid for Wellbeing” soon.
- Candice Moench noted that she, Barbara Wierzbicki, and Keisha Kibler recently attended and presented at the NCTE conference. Everything went very well and they will next be writing an article to publish.



Thursday, April 18, 2024
2:00 p.m. - 4:00 p.m.
ED 303

Educator Preparation Provider Advisory Committee (EPPAC) Meeting Minutes

Attendance:

Amanda Metcalf, Maria Agee, Rachel Dodrill, Deb Hemler, Stephanie Jones, Keisha Kibler, Kristi Kiefer, Jan Kiger, Toni Poling, Jim Matthews, Kurt Meader, Courtney Miller, Candice Moench, Valerie Morpew, Barbara Owens, Julie Reneau, Joyce Rose, Carol Tannous, Terrin Taylor, Elizabeth Urse, Charlie Watson, Tori Valentine, Barbara Wierzbicki, Traci Tuttle (presenter) and Sandy Shriver.

I. Welcome

Welcome comments provided by Amanda Metcalf.

II. WVDE Report – Dr. Traci Tuttle, Director, WVDE Office of Education Preparation

- Traci Tuttle shared a PowerPoint presentation and provided an overview/update on each item: TEACHWV website, SB 267, WV State Code 61-18B-11b, Residency 2 stipends, Residency Competitive Grants, Content 2 Praxis, CareerTech WV, CTE certification, and WVCAPA. A copy of the PowerPoint will be shared by email.

III. Approval of Minutes: November 30, 2023

Julie Reneau made a motion to accept the minutes as written. Barbara Wierzbicki seconded and the motion passed.

IV. Curriculum Proposal (Information Item)

- Graduate Proposal – Keisha Kibler
MAT Proposal #G23-24-12
 - CoEHHP approved 4/4/24; Graduate Council approved 4/10/24
 - Elimination of option to choose Special Education elective course (3 CH), with SPED 6318: Schoolwide Positive Behavior Intervention and Supports (3 CH) now being a required course in the curriculum.
 - Keisha Kibler provided an overview of the proposal.

V. New Business

- New Faculty – Amanda Metcalf
 - Special Education – Leann Elkins was hired for this position and will begin in the Fall 2024 term.
- Education Updates – Toni Poling
 - WVTPA over the last 2 semesters; 91% pass rate; 94% first-time pass rate. Students who do not pass do have remediation and can retake once.
- Professional Development School – Barbara Owens
 - Ashley Carpenter was unable to attend today's meeting. However, she is much appreciated for all she has done for the PDS.
 - The West Virginia State Superintendent Association meets monthly. Barbara Owens and Toni Poling do participate on that committee. Fairmont State has the

only representatives from West Virginia higher education institutions on this committee.

- Anyone who has updated program sheets can provide those to Barbara Owens and she will share them with the whole state group.
- Monday, April 22, is the last Coordinator's meeting. Liaisons were invited also. Marcie Raol and Toni Poling will speak at this meeting.
- GRCE courses will be offered again this summer. Courtney Miller and Lori Ashcraft are the instructors.

■ CAEP – Marcie Raol

- Some programs are completing SPA reports and some programs are doing the CAEP style reports.
- Marcie Raol and Toni Poling will work with any programs that need input.
- English has submitted a SPA report.
- Physical Education has requested an extension for their SPA report.
- CAEP Cohort meetings and CAEP Leadership meetings are being held.
- A virtual CAEPcon was held over spring break week.
- A smaller group meeting will be held and information will then be shared with everyone.
- There are designated Writing Leads for every standard.
- A Student Advisory Board meeting will be held soon.
- The surveys were already sent out.
- Programs are had Advisory Board meetings or have them scheduled.
- Amanda Metcalf noted there will be some summer work groups and stipends will be provided. The CAEP visit is scheduled for Fall 2025.

■ Academic Success – Carol Tannous

- Orientation is starting; first event is Saturday, April 20. Faculty may receive stipends to attend summer orientation. Decision on that and more information will be made available.
- SOAR First-Year Seminar course sections are still to be scheduled for the Fall 2024 term. Contact Carol Tannous if you are interested in teaching.
- Retention – students will be contacted after grades come out and notified they can receive assistance/guidance.
- Carol Tannous and Charlie Watson will be creating a manual for Education majors this summer. Hope to have it ready for distribution at the beginning of the Fall 2024 term.
- ICU Initiative – will continue working on creating this initiative to help students who stop coming to classes.
- Disposition forms are used in public schools and CoEHHP has a newly revised disposition form. Keisha Kibler can share this form with secondary education faculty. Sandy Shriver will maintain the CoEHHP disposition data on a spreadsheet.
- Charlie Watson noted that EDUC 2203 is expected to have an estimated 50 students in the Fall 2024 term. This is the largest cohort to date.
- Charlie Watson provided CoEHHP retention numbers: 81.8% are registered; 53% of unregistered students have holds. Secondary Education has 69.8% registered; 16 students not registered and 8 of those have holds. CoEHHP is way above the campus average.

VI. Items from the Floor

- Deb Hemler noted that she will be named the Interim Dean of the College of Science and Technology (CoST) as of Fall 2024. Therefore, they are starting a search for a new Science Educator faculty.
 - CoST also provided GRCE courses last summer which were funded by a grant. They intend to offer GRCE courses again this summer June 17-21 and 36 teachers are registered.
 - Josh Revels from the NASA ERC is taking over courses for Angela McKeen who was severely injured in an accident.
- Amanda Metcalf raised the topic of marketing for programs. Discussion was held and many suggestions were brought forward including posters in public school hallways/teacher lounges, ads in magazines, marketing to designated metro-rate areas, and providing marketing materials to National Board Cohort, Educators Rising network, state conventions, and conferences.



Tuesday, November 19, 2024
2:00 p.m. - 4:00 p.m.
ED 303 & WebEx

Educator Preparation Provider Advisory Committee (EPPAC) Meeting Minutes

Attendance:

Amanda Metcalf, Maria Agee, Rachel Dodrill, Leann Elkins, Laura Gugliani, Deb Hemler, Stephanie Jones, Keisha Kibler, Kristi Kiefer, Toni Poling, Kurt Meader, Courtney Miller, Candice Moench, Barbara Owens, Nenad Radulovich, Julie Reneau, Joyce Rose, Angela Schwer, Carol Tannous, Terrin Taylor, Barb Wierzbicki, and Sandy Shriver.

Guests: Teresa Bailey, Ashley Carpenter, **Debbie Connover?**, Gia Deasy, Traci Tuttle and Heather Yoho.

I. Welcome

Welcome comments provided by Amanda Metcalf.

II. WVDE Educational Preparation, Licensure Policies, & Statutes

- Dr. Traci Tuttle – Director, WVDE Office of Educator Preparation.
- Teresa Bailey – EPP Liaison, Division of Academic Support & Educator Development, WVDE Office of Educator Preparation.
- Teresa Bailey shared a PowerPoint presentation and provided an overview/update on each item: the TEACHWV website, Grow Your Own teacher apprentice program, HEPC dual credit offerings, Regional Science of Reading & Unite with Numeracy meetings, Technology and Computer Science Senate Bill 267, WVDE Artificial Intelligence Guidance document, MOUs between Educator Preparation programs and county BOEs, and the WV Board of Education Policy 5202 certification policy.

III. Approval of Minutes: April 18, 2024

Barb Wierzbicki made a motion to accept the minutes as written. Julie Reneau seconded, and the motion passed.

IV. Admission & Exit Criteria – Toni Poling

- Gateways have been updated; the pre-education pathway is gone; education major is declared.
 - Three course offerings student can take without being fully admitted to the program.
 - After students are fully admitted to the program they are permitted to take the other program courses.
 - Toni has a gateway document she can share.
 - Basic Skills has certain exemptions. The Registrar thinks the system will provide an automatic flag; Lori Schoonmaker is working on this and hopes it can be utilized and implemented soon.

V. Pre-Professional Skills, Content Specialization, & Professional Education Assessments – Toni Poling

- Pre-Professional Skills: Trauma-Informed Learning and Social-Emotional Learning should be embedded threads throughout the programs.
 - GRCE courses have been offered and working to expand on the GRCE courses, would also like to create and offer elective courses.
 - The Residency 1 and Residency 2 students can participate in the county school's offerings.
 - Discussion was held regarding student teachers dealing with intense behaviors in the classrooms.
- Angela Schwer, Jim Matthews, and Keisha Kibler are working on a 4+1 in MAT combo as a pilot program. Other programs may be considering a similar option.
- Content Specialization: The Standard 1 Committee is meeting and working throughout the semester.
- Professional Education Assessments:
 - Toni Poling presented an Exit Survey data report presentation and provided an overview of the data.
 - The C3 committee has continued to meet.
 - There are 11 students and a 100% TPA pass rate.
 - Graduate programs and MAT being offered.
 - Undergraduate students are getting stronger but continue to struggle with differentiation.
 - There are updated lesson plan guidelines.
 - Toni Poling will have a full report at the spring 2025 meeting.
 - Marcie Raol has compiled data from the Student Advisory group and will provide that information at a future meeting.

VI. Praxis Testing – Toni Poling

- Will provide data at the Spring 2025 meeting.
- CKE test, 2 series, now offered, allowed to mix and match.
- Good success rate with Social Studies and Science.
- CoEHHP, LEAD Center, and state support provided to students.
- Praxis waivers available to students - funded by specific donations via the Foundation.

VII. Educational Technology Activities & Assessments – Toni Poling

- Marcie Raol sent out a survey to get data on how we are using technology in courses.
- Maria Agee created a technology-centered course in the IDT program and is utilizing robots and a smartboard in the classroom.
- Course mapping will be evaluated and where tech is placed.
- More information will be shared at the spring 2025 meeting.

VIII. Program Reviews & Findings – Amanda Metcalf

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IX. Recruitment & Retention of Students – Carol Tannous

- **Recruitment**
 - Focus on connecting recruitment with advising and retention.
 - Lib Guide was created and expanded to provide CoEHHP faculty with useful tools and information.
 - Individual campus meetings held with prospective students and their families.
 - There are 8 day on campus events.

- SOAR awards are provided to prospective students. Faculty are involved and attend presentations.
- There is a long list of students who graduated; a cohort of graduates could be created and could reach out to them to see how they can be utilized to help improve recruiting
- **Retention**
 - Access for advisors, forms/tools/links provided in the Lib Guide.
 - Nuts & Bolts sessions were held and are now finished for the Fall term.
 - First Year Seminar courses – attendance rate is good and students are doing well.
- Met with Marcie Raol and Toni Poling to discuss CAEP accreditation regarding recruiting and retention.

X. Clinical & Field Experiences – Barbara Owens

- School partners have participated in meaningful ways through the EPPAC meetings, in the mock-interview process with students, and various other actions.
- Appreciation expressed for Gia Deasy's contributions.
- Data for student teachers in Fall term: 12 graduate, 3 MAT, 5 SPED, 3 CTRs; 140 total placements in Fall term; 26 undergraduates expected in Spring term; working on CTR placements for Spring term.
- Met with BOE superintendents from 5 counties; met with principals from Marion County and Harrison County; seeking input on county needs.

XI. Items from the Floor

- Amanda Metcalf mentioned that Charlie Watson accepted another position at the University and is no longer with CoEHHP. The open position is being reevaluated and a decision will be made regarding how to proceed with filling the position.
- Amanda Metcalf noted the CAEP visit is scheduled for October 2025; EPPAC representatives will be invited to attend.
- Amanda Metcalf asked for suggestions on what can be done to support graduate program marketing to public schools. Barbara Owens already distributes flyers to the schools, Barbara Owens and Toni Poling attend WV Department of Education meetings. Suggestions included presenting at schools' Faculty Senate meetings, reaching out to students graduating in BA programs, and stressing the importance of a positive pay scale impact with getting a master's degree.
- Candice Moench stated the need to get more female students in Science and Math degrees and the need for more students in Social Studies.
- Candice Moench announced that she and Maria Agee will be presenting at a conference and provided appreciation to Rachel Dodrill for her efforts in student mentoring.
- Deb Hemler mentioned an Elementary Earth and Space Science program will be held, 36 teachers can participate, Barbara Owens will distribute a flyer to the schools.
- Deb Hemler announced a weekend Robotics event will be held on campus, 7 volunteers are needed, contact her for more information.