Present: Frank Mc Quarrie, Loraine Dunn, Jiening Ruan, Cheryl Walker-Esbaugh, Mark Letcher, Teresa Bell, Neil Houser, John Covaleskie, Joyce Brandes, Debbie Rodgers, John Chiodo, Ray Miller, Stacy Reeder, Mona Ryan, Gregg Garn and Jamie Aldridge.

Approval of the Minutes
Upon motion made by Teresa Bell and second by Neil Houser the minutes of the previous meeting were approved.

I. Information/Discussion/Actions

Gregg Garn encouraged members to inform students of the field testing for the CEOE exams that will be taking place on campus on Tuesday, April 15th. He noted that there were two testing times to accommodate more students. The testing times and locations are listed below:

1. 12:30 p.m. to 3:00 p.m. – Oklahoma Memorial Union in the Sooner Room
2. 5:00 p.m. to 7:00 p.m. – Dale Hall, Room 128

Gregg Garn reported that eligibility for the subject area exams would be for juniors, seniors, and graduate students. Freshman and sophomores were eligible candidates for the OGET.

Student & Professional EPD Representatives

Gregg Garn informed members that the student representative has been identified and will be in attendance for the next meeting and fall 2008 meetings.

Gregg asked members for more nominations for the open practitioner seat, noting that only one name has been submitted to date. He urged members to submit names to him through e-mail, preferably administrators, commenting that these people might have more flexibility in attending meetings once a month.

Frank Mc Quarrie questioned Gregg Garn if he was able to find any information in the history of the placement at the practitioner position regarding the term associated with the position. Gregg Garn relayed that he did not find anything concerning length of the term. It was determined through discussion that in the history the practitioner was referred to as the representative from the Dean’s Advisory Council.

Frank Mc Quarrie made a motion formalize the practice of having second practitioner representative serving a 2-year term along with the representative from the Dean’s Advisory Council as in recent practice. The motion was seconded by Teresa Bell. The motion passed unanimously.

Alternative Certification
Gregg Garn reported to members alternative certification bill was passed in the house and we be headed to the senate. He also reported that he will be attending a legislative breakfast with other coalition members on Thursday, March 13 to visit with members of the senate to discuss issues presented in the bill.

Database and Enrollment Data

Debbie Rodgers offered members a PowerPoint presentation on the complexity in dealing with the 5 databases concerning student enrollment issues. She informed members of the information derived from each database. She reported the 5 databases used in monitoring student information are:

- **CICS** – the university database
- **101 Reports** – generated by the Office of Institutional Research & Reporting (This data is gathered at the completion of the 3rd week of a semester.)
- **CoE Star** – College of Education database
- **Degree Navigator** – New degree audit system for the university.
- **On-line Enrollment System** – Used for student course registering.

Debbie Rodgers also showed members work that she has done on determining projected enrollments. She informed members that these enrollments are not related to the college database, but are related to the interest lists on the on-line enrollments. Facilitating communication to program chairs and determining a specific enrollment timeline were issues for further discussion.

II. Reports/Actions

- **Professional Sequence Committee** – Debbie Rodgers reported the next meeting will be Wednesday, March 12th at 8:30 a.m. in ECH 237. Topics that have been decided on for discussion will be:
  1. Urban, Suburban, and Rural settings
  2. Field Experiences – number of hours for placements
  3. Professional education issues
  4. Placements for EDS 3003

- **Student Services**- Debbie Rodgers reported advising is in progress. Advisors are now at the pre-admit stage and preparing students for interviews.

- **Certification** – Jamie Aldridge reported that interns are in the process of turning in their internship request forms. She also reported that there have been several resident teacher committees filled for the spring.

EPD priorities for 2007-2008

Gregg Garn addressed members with the question from working with Executive EPD on how to better communicate with each other. Gregg solicited input from members to think about ways to better communicate issues.

Frank McQuarrie suggested that use of technology and an electronic calendar posted on the intranet would be useful tool in communicating issues brought forth to the EPD council. Neil
Houser agreed with Frank’s suggestion, but added that critical part to this process will be to determine who will be responsible for managing the information and a time frame.

Adjournment

Motion to adjourn was made by Debbie Rodgers and seconded by Neil Houser.

The meeting adjourned at 10:06 a.m.