EPD Council Summary  
Tuesday, October 28th, 2008  
8:30 a.m. to 11:00 a.m.  
ECH, Room 237

Present: Mona Ryan, Teresa Bell, Neil Houser, John Covaleskie, Joyce Brandes, Debbie Rodgers, Charlene Dell, Stacy Reeder, Jon Pedersen, Kathy Latrobe, Frank Mc Quarrie, Mark Letcher, Donna Abraham, Gregg Garn and Jamie Aldridge.

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

I. Reports/Actions

• Professional Sequence Committee – Debbie Rodgers reported the committee met and are discussing the possibility offering EDS 4003 during the summer. She asked members to offer options to place students in their field experiences during the summer. Debbie Rodgers also reported to members that the changes to the evaluations forms for EIPT 3483 and EDS 4003 are finished. She informed members that the new evaluations will be sent to the mentor teachers as a link and will be done electronically. The evaluations will be linked to the students ID number, but will not be visible to the cooperating teacher. This change will allow the evaluations to be uploaded into the CoEStar database, making the process more efficient.
Debbie Rodgers asked members to consider handling the evaluations for level 3 in the same manner. She indicated that if the same process is used for the level 3 evaluations that it would be necessary to work closely with the level 3 faculty, which led to an invitation to the next PSC meeting to be held on November 17th at 9:30 a.m. in ECH 237.

• Student Services – Debbie Rodgers provided member a handout with number from full admission interviews for the past few years. She also reported numbers for each program areas scheduled interviews for October to give members an idea of what the full admit cohort will be like coming in based on the interview timeline. Members were also informed that there will be another opportunity for interviews in January.
Debbie Rodgers also reported that “Making Major Decisions” held on Saturday, October 25th was a success.

• Certification – Jamie Aldridge reported totals for resident teacher placements made through October 24th. Numbers reported were Total Committees – 234; Full Year Committees – 211; Carryover Committees – 23; and Alternatively Certified Committees – 66. She also reported for comparison totals from the same time last year were Total Committees – 199; Full Year Committees – 183; Carryovers – 16; and Alternatively Certified Committees – 51.
Jamie Aldridge also informed members that spring internship applications were due Friday, November 7th with the fingerprinting and background checks being due on Friday, November 21st.
Jamie Aldridge shared with members that the Title II report had been successfully submitted and information for the US News survey has been forwarded to Katy Gibbs.

II. Information/Discussion/Actions
• **Initial Program Portfolio Follow Up** – Gregg Garn asked members to come together to discuss where program areas and their ideas on what artifacts and assignments they are using to meet with the 15 competencies. He began by sharing the current 30-page rubric that is posted on the OCTP website that can be downloaded that provides detail on what the portfolio should look like and pointed out that it may be useful when looking at the process. Gregg Garn informed members that Dean Smith received a letter from OCTP outlining a policy change with the initial program portfolios. Rather than reviewing initial portfolios two years prior to the on site NCATE visit, the review will become a part of the site visit. Gregg Garn also shared with members a 1-page draft of proposed changes by the OCTP to the portfolio process. He then expressed his idea that both pieces of information might be helpful in the portfolio process from a reviews point of view. He also emphasized that the streamlined process is still just a draft and that we are still under the 30-page rubric.

Gregg Garn then asked members to make this meeting a starting point to discuss the portfolio process to move forward and think about what makes sense for each program area and aligns with the 15 competencies. He then asked for a few of the program areas that have begun reviewing their portfolio process to share with members their thinking of the process. Frank Mc Quarrie shared Elementary Educations matrix worksheet and the current draft for checkpoint 2. He indicated that the program has made good progress in moving forward with the portfolio process.

John Covaleskie expressed concern of what he is teaching in EDS 4003 is consistent with the program areas expectations. He volunteered to attend an ILAC department meeting to discuss expectations for the class.

After long discussion on the portfolio process, it was decided that conversations will continue at the November 25th meeting to keep moving forward. There was general agreement on getting a list of default artifacts that would serve all programs as evidence they are meeting the 15 competencies. Certification areas could decide to modify that based on individual program needs.

• **EPD Voting Member Status** – Gregg Garn introduced an issue of who should or who does have the right to vote on EPD issues. In the past the PSC has been packaged together as one vote. It was proposed that the vote be split into 3 votes. This would allow one vote each for the EDPY, ELPS, & Ed. Tech. There are currently 19 voting members and the change would increase the vote to 21 voting members. Frank McQuarrie announced that his recollection of the history for EPD voting status from when the council was being formed it was also the PSC and certification areas. The concern was to have a reasonable number of people voting. It was then decided that each certification area would have one vote and the PSC would have one vote. Neil Houser shared his rationale for the change based on three ideas: 1) One vote for 3 areas is not enough representation; 2) We need to see each other as full participants and partners in this process and voting is an important part, and 3) PSC has assumed a role that he doesn’t think was initially intended. It has been a voice for groups that have not been equally represented, but it has almost created a dual set of meetings. Neil sees EPD as the place where the CoE comes together for that community and changing the voting status could go a long way in resolving that issue. Neil Houser made a motion to accept the change to add the 3 votes to the 3 areas identified. Jon Pedersen seconded the motion. Frank McQuarrie asked to table the motion until the next meeting to allow him time to present the proposal to the certification committee so that representatives vote could represent the committee. All
certification areas are asked to provide feedback for the vote at the next EPD meeting in November.

- **EPD Priorities 2008-09** – Gregg Garn asked members to e-mail him issues that they would like to discuss at future meetings.

Jon Pedersen made a motion to adjourn and it was seconded by Neil Houser.

**Adjournment:**
The meeting adjourned at 10:10 a.m.