

Teacher Education Council Meeting Minutes Approved

December 7, 2017

I. Call to order

Dr. Mayers called to order the regular meeting of the Teacher Education Council at 4:00 pm on December 7, 2017 in Morrison 205.

II. Roll call

The following persons were present: Dr. Stewart Mayers, Mr. John Hazel, Ms. Corie Delashaw, Ms. Laurie Curtis, Dr. Kathy Boothe, Dr. Jeri Walker, Dr. Maribeth Nottingham, Dr. Jerry Stout, Dr. Susan Morrison, Ms. Carolyn Fridley, Ms. Jennifer Arnold and Ms. Danna Collins.

III. Approve Minutes from September meeting

Dr. Stout made a motion to approve the September meeting, seconded by Dr. Walker and approved by all in attendance. Dr. Mayers offered his congratulations to the Educational Instruction and Leadership team for receiving their CAEP accreditation.

IV. Teacher Education Handbook – Discussion and vote

Dr. Mayers began the discussion of the proposed Teacher Education handbook by thanking Ms. Arnold and Ms. Collins for their hard work revising and editing the handbook. He stated that earlier in the day he had uploaded a recent version of the handbook to the SE Blackboard site but he wanted to get the corrected sheets in the hands of those TEC members present for their review and approval. After a lengthy discussion between TEC members of their thoughts and concerns with some of the policies included in the handbook, Dr. Stout made a motion to approve the current handbook with the reservation that there will be small corrections made over the coming months. Ms. Delashaw seconded the motion. All present were in favor of the motion.

V. Chalk and Wire Training on January 11-12, 2018

Dr. Mayers stated he has been in contact with our Chalk and Wire rep, Andria Stokes, and they have decided to do on-site departmental training for those supervisors that use it. Dr. Stokes will be on the SE campus January 10, 11, and 12 and will conduct training for faculty and staff on January 11 and 12. Following this training, we as a

team will start to update Chalk and Wire to launch online management of education preparation data and artifacts for fall 2018.

VI. Teacher Education Services Website

The Teacher Education Services website is getting an update. Dr. Mayers stated that he Mr. David Campbell, and Mr. Drew Harbin worked on the website by deleting items that were outdated, no longer used, etc. During their meeting, they discovered that the website had been co-mingled with three different departmental materials. Mr. Harbin is working to untangle the mess where the department can start fresh with a Fall 2018 target date. Furthermore, Dr. Mayers stated that all forms will be on the website which will enable the Educator Preparation Program to gather data more efficiently.

VII. Other New Business

There were no new business items to discuss.

VIII. Adjournment

Dr. Mayers adjourned the meeting at 4:52 pm.

Minutes submitted by: Danna Collins

Minutes approved by: