



Teacher Education Committee Meeting (TEC) Minutes

Members Present		Date Tuesday June 18, 2024
Dr. LaShundia Carson, Dean	Dr. Marta Piva: Absent	Time: 10:00 a.m.
Dr. Stephanie Henderson, Chair	Dr. Allison Olivier	Virtual
Ms. LeTina Guice, Director of Student Teaching & Field Experience/CAEP Coordinator	Dr. Ping Zhang: Absent	Presiding: Dr. Stephanie Henderson
Dr. Tabitha Smith, MAT	Dr. Babu Patlolla: Absent	Minutes: Ms. LeTina Guice
Ms. Natisha Moore, School Counseling	Dr. Renardo Murray	
Dr. Johnny Thomas	Dr. Alice Morrison	
Dr. Mary Jones	Mrs. Janifer Banks	
Dr. LaToya Sims-Allen	Ms. Shamekia Rankin	
Mr. Joshua Hood	Ms. Geneiiah Weddington	
Ms. Camry Gipson	Ms. Tramia Little	

Agenda Item	Discussion	Recommendations/Actions
Greetings /Meditation/Introductions/Approval of Agenda	Dr. LaShundia Carson, Dean welcomed all attendees, confirmed quorum, and emphasized the role of the committee in continuous improvement and introduced Dr. Stephanie Henderson, Chair as the facilitator/presider. Faculty introductions occurred. The agenda was present for approval. A call for approval of minutes from June 20, 2023.	Moved by Dr. Sims-Allen Seconded by Dr. Tabitha Smith to accept the agenda as printed.
Review of Program Data & Outcomes	Breakout groups analyzed employer satisfaction (85%+), licensure pass rates (100% in Reading, Praxis II, PLT), completer employment rates, retention trends, and graduate degree attainment. A large group discussion followed to review key recommendations. Motion to accept data findings and action steps by Dr. Olivier. Seconded by Dr. Murray.	
Other Business	Fall practicum and spring student teaching schedules were shared. MOU renewals and district collaboration updates were presented. Motion to proceed with placement and	Motion Passed



	<p>coordination and partnership renewals by Mrs. Banks. Seconded by Dr. Jones.</p> <p>Committee recommended forming planning subcommittees and enhancing licensure exam preparation using subdomain data. Motion to form planning subcommittees by Ms. Rankin. Seconded by Ms. Weddington.</p> <p>Graduate programs (Ed.S. in Educational Leadership and M.Ed. in Curriculum & Instruction) presented for review. A subcommittee was formed to review licensure requirements and validate key assessments.</p> <p>CAEP Annual Report 2024 (AY2022–2023) updates were discussed. Motion to advance graduate program documentation and CAEP report prep by Mr. Hood. Seconded by Dr. Daniels.</p> <p>The committee discussed strategies to increase response rates for graduate and employer surveys. As a non-monetary incentive, it was recommended that completers who submit surveys be recognized with a Certificate of Completion and featured in an 'Alumni Spotlight' on the department website or social media channels to highlight their professional achievements.</p> <p>Counseling Program Recommendations:</p> <ul style="list-style-type: none">- Targeted Praxis workshops and scenario-based instructional strategies will be integrated to support candidate success.- CM 519 case study was reaffirmed as a key assessment aligned with CACREP standards.	Motion Passed	Motion Passed	Motion Passed	Motion Passed
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	<p>Recruitment and Subcommittee Planning:</p> <ul style="list-style-type: none">- A recruitment campaign including a webinar is being launched to engage undergraduate education majors.- Planning subcommittees were formed to support licensure and assessment updates.- A guidance document will be reviewed in AY2024-2025 to ensure key assessments meet current standards. <p>Motion to proceed with all listed initiatives and updates by Dr. Smith. Seconded by Dr. Thomas. Motion Passed.</p>	
Adjournment	<p>Dr. Henderson thanked the committee for their service and participation. With no further business to come before the committee the Dean asked for a motion for adjournment (12:09 p.m.) Motion to adjourn by Ms. Little. Seconded by Ms. Gibson.</p>	