**Minutes**

**Tuesday, April 13, 2021**

 **3:00 pm – 4:30 pm**

**Location:** [**https://astatecall.zoom.us/j/219367161**](https://astatecall.zoom.us/j/219367161)

Meeting ID: 219 367 161

Members present: Kimberley Davis, Sarah Labovitz, Nicole Covey, Susan Whiteland, Audrey Bowser, Dixie Keyes, Prathima Pattada, Jacques Singleton, Mary Jane Bradley, Lance Bryant, Blair Dean quorum met.

1. Approval of previous meeting minutes

a. Minutes were approved by Sarah Labovitz and seconded by Blair Dean.

1. Old Business
	1. IPAC annual report—Dr. Kimberley Davis announced that the report was completed and that she desires feedback by IPAC members that will be due by 5:00 pm on May 27, 2021. Dr. Davis has made the report available to members through Drop Box. Also in Drop Box is a copy of last year’s report along with appropriate data to review.
	2. EPP Quality Assurance Plan updates (program review)—Dr. Kimberley Davis announced that she is looking for notice of any assessment changes made in programs. Dr. Davis plans to contact individual programs to secure this information.
	3. Diversity Survey for Completers—Discussion ensued and was later tabled related to definition of “completer” and how data was difficult to collect because CAEP and Title II interpreted the term differently. The following definitions were supplied in the Zoom chat function:

 CAEP's definition of Completer. Any candidate who exited a preparation program by successfully satisfying the requirements of the educator preparation provider (EPP).

 Title II's definition of Program completer: Program completer A person who has met all the requirements of a state-approved teacher preparation program. Program completers include all those who are documented as having met such requirements. Documentation may take the form of a degree, institutional certificate, program credential, transcript or other written proof of having met the program’s requirements. In applying this definition, the fact that an individual has or has not been recommended to the state for an initial teaching credential may not be used as a criterion for determining who is a program completer.

* 1. Diversity and Recruitment Standing Committee—Dr. Dixie Keyes reported that the Diversity Committee has been recognized as a standing committee. The last meeting of the committee involved determining goals, areas of need, and the mission for the committee as well as recruitment opportunities.
	2. Employer Survey—Dr. Dixie Keyes acknowledged that the survey suggested that tech integration has improved. Classroom management was still low as was knowing how to teach to diverse populations. In addition to the survey data, qualitative data may be added to the report in the future that may come from focus groups.
1. New Business
	1. EPAC Meeting—June 2—Time for the meeting will be from 10 am-2 pm with lunch included. Dr. Dixie Keyes announced that there are plans to showcase successful virtual lessons from teacher candidates put together by the Nettleton EAST lab. Focus of the day will be on technology integration, diversity and professional learning communities. Some of the day’s events will be recorded.
	2. edTPA Data Day in May—Dr. Nicole Covey said that data and questions will be sent to programs to solicit recommendations on how to make positive adjustments for fall implementation of EdTPA.
	3. Assessment Day—October 2021—Dr. Kimberley Davis said that Assessment Day is in the planning stages with two days scheduled; one day mid October for initial programs and toward the end of October for advanced programs.
	4. Google Report—Dr. Dixie Keyes reported about an opportunity for the procurement of Google Classroom for the use of teacher candidates and EPP programs. Dr. Bradley said that this has been discussed in the past but due to security and password issues has not been pursued. Dr. Keyes said that new security measures were in place. Further discussion should be forthcoming.
2. IPAC Goals for 21-22 school year—Dr. Nicole Covey asked if committee members would consider improvements that could be made in response to making data and assessments more relevant and meaningful. She encouraged committee members to “be unreasonable” in thinking of ways that IPAC could fulfill its mission to make improvements.
3. Announcements—
	1. Sarah Labovitz announced that out of 16 graduating seniors six already had accepted positions of employment for the fall.
	2. Request was made to discuss check point 5 on the agenda for the next meeting as well as assessments for initial and MAT programs.
	3. PLCs will be implemented in all programs in the fall as mandated by the state. Rivercrest has been designated as doing PLCs well.
4. Important Dates—June 2 EPAC meeting
5. Adjourn—Meeting adjourned at 3:25. Motion was made by Sarah Labovitz and seconded by Nicole Covey.

Minutes submitted by Susan Whiteland