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**Council for Teacher Education**  
**Minutes of the November 15, 2018 Meeting**

A meeting of the Council for Teacher Education was held at 3 Barrell Court, Concord, NH at 12:00 p.m. on Thursday, November 15, 2018 with the following members present:

Frank Hoell, Co-Chair  
Suzanne Canali, Co-Chair  
Beth Buoro  
Patricia Corbett  
Heather Cummings  
Mary Earick  
Mary Ford  
Michael Fournier  
Nicole Heimarck  
Jacqueline Kelleher  
Nick Marks  
Diane Monico  
Kelly Moore Dunn  
Tom Schram  
Chris Ward  
Teri Young

The following members were unable to attend:

Nicole Canney  
Carolyn Cormier  
Frank Edelblut  
Bonnie Painchaud  
Paula Salvio  
John Slater  
Laura Wasielewski

Meeting participation also included:

Michael Seidel, Director, Division of Educator Support and Higher Education  
Ashlee Stetser, Administrator, Council for Teacher Education and Higher Education Commission  
Richard Sala, Legal Counsel  
Brian Walker, Plymouth State University  
Patricia Edes, Assistant to Director  
Cynthia Oskar-Poisson, New England College  
Ron Pedro, Southern New Hampshire University

- 1) Co-Chair Hoell called the meeting to order and welcomed members.
- 2) Co-Chair Hoell presented the Minutes of October 18, 2018. Ms. Kelleher moved to accept the minutes. Director Seidel pointed out that in Item 2, “New College’s” should be replaced with “New England College’s”. Ms. Keller moved to accept the minutes as amended. Ms. Canali seconded and the motion passed with Mr. Fournier, Mr. Ward and Ms. Cummings abstaining.
- 3) Director Seidel updated members on the State Board of Education meeting on November 8, 2018 with the following three requests approved:
  - (a) Request from Saint Anslem College for a one-year extension of program approval for all its professional educator preparation programs – August 2022.
  - (b) Request from the University of New Hampshire for a substantive change for the Specific Learning Disabilities program discontinuation.
  - (d) Request for a one-year extension of program approval for the University of New Hampshire and Granite State College’s professional educator preparation programs – August 2020.
- 4) To maintain open communication, Ron Pedro volunteered to be present at the meetings of the Professional Standards Board held the first or second Wednesday of the each month.
- 5) Ms. Monico and Ms. Moore Dunn served as reactors for the November 2017 review of Plymouth State University by the Council for the Accreditation of Educator Preparation (CAEP) and reported out. Their task was to respond to the CAEP Appeals Decision. The CAEP Appeals Council met on September 17, 2018 to hear the appeal of Plymouth State University with respect to the April 2018 decision of the Accreditation Council of Revocation of accreditation at the initial-licensure level. Standard 5 [Provider Quality Assurance and Continuous Improvement] was found not met. The accreditation status is effective between spring 2018 and spring 2020. Plymouth State University must demonstrate that Standard 5 is met and all stipulations cited have been corrected within two years. A probationary site visit would take place no later than fall 2019.

Mr. Walker stated that Taskstream started last November 2017 and now using it across all programs. Teacher Candidate Assessment of Performance (TCAP) date being used. They have monthly PSU Council for Educator Preparation (CEP) meetings, 2 retreats per year, meet every 2 weeks, and have an on call person. Key assessments are aligned with national SPA standards. Ms. Earick stated the following [as

adopted during the January 2019 CTE meeting]: ““Um, I just want to make sure everyone’s aware that actually CAEP is, uh, the, uh revised self-assessment for CAEP to remove stipulations is actually going in the Spring. At their targeted visit they’ll be doing two things. They’ll be doing two things at their targeted visit: Task Stream because that was not fully deployed at the time they came and the recruitment plan. They want us to revisit that. And that’s happening in the fall of 2019. At a successful visit all stipulations will be removed.

Unknown Voice: When is that review taking place again?

Mary Earick: It’s going to be in Fall, 2019 we are arranging it right now. Um, CA—the, uh, Vice President of CAEP after our appeal and after he saw all our data he told us we were ready to move it forward.”

*Post Meeting Note (input from Chris Ward and confirmed by DOE): Though the above statement was asserted during the meeting, the CAEP accreditation decisions are made by the full council, which meets only twice per year (April and October). So any decisions from a fall 2019 visit to PSU will not be made until after the April 2020 council meeting. The following text is included to elucidate this point:*

- [CAEP Accreditation Policy, p. 18:](#)
  - *"Probationary Accreditation is granted for two (2) years when an EPP does not meet one (1) of the CAEP Standards. a. A targeted self-study report to the unmet standard must be submitted, and is reviewed by a 2- or 3-person site team as part of a targeted site visit. **The report is submitted to the Accreditation Council for review.**"*
- [CAEP Handbook, p. 171:](#)
  - *"Process for removal of stipulations/remove probation*
    - *Provider is given 24 months to take action on the stipulation*
    - *In the 24th month the EPP submits an Interim Self-Study Report*
    - *A team of 3 site visitors is assigned*
    - *The team (and Accreditation Council) have access to previous CAEP accreditation decisions including Stipulations and AFIs for the standard(s) under review*
    - *The team holds an electronic meeting and prepares a formative report*
    - *Provider responses to formative report*
    - *Site visit is held and team prepares on-site report*
    - *Provider respond to the on-site report*
    - *In its reports the team makes recommendation to the AC on AFIs and Stipulations*
      - *Stipulations: removal, removal and citation of an AFI in the same area, revision, or continuation*
      - *Areas for improvement: removal, revision, or continuation*
    - **Case is review[ed] at the next Accreditation Council meeting**
      - *If the stipulation is continued and/or the standard is found not met accreditation is revoked."*

Ms. Canali asked what was done with programs that are not aligned with a SPA. Ms. Earick responded unit data is still collected. Ms. Moore Dunn moved, seconded by Ms. Monico to

accept the CAEP accreditation report. The motion passed with Ms. Ford, Ms. Heimarck, and Ms. Earick abstaining.

- 6) Co-Chair Hoell recused himself as Chair during the report of Plymouth State University's March 27-28, 2018 visit as he was a reactor. Ms. Canali assumed the chair. Mr. Ward and Ms. Cummings, review team Co-Chairs, reported on the visit that entailed five programs, not included with the CAEP review, as follows: Full review of School Counselor and Curriculum Administrator, and paper review of Mathematics 5-8, Music Education and Visual Arts. Ms. Ford also served as the Liaison Consultant/Facilitator. Mr. Ward summarized saying that the March review team findings were consistent with what CAEP found in November. He added that while Mr. Walker's report sounds like a lot of progress had been made, at the time all program data was not coherent. Ms. Corbett echoed that there were lots of concerns regarding data and analysis. Ms. Earick stated that this spring will be the first time to bring all of the data together and that as of August 2018, 18 of their 21 [Note: PSU only has 20] programs nationally recognized. She added that impact and alumni data will be coming out. They will survey alumni and administrators about the effectiveness of their students and use i4See data to check student impact. Following the report, it was recommended that the Council vote to approve Plymouth State University until the fall of 2019 to align with the CAEP visit in October 2019 with full review spring 2020.

Co-Chair Hoell moved, seconded by Ms. Corbett, to accept the NHDOE/CTE onsite review team's recommendation for a two-year (spring of 2020) conditional approval with the requirement of two Priority Progress Reports, and an additional full re-review of all twenty programs prior to the expiration of approval. Mr. Ward made an amendment to change the number of programs to be re-reviewed from twenty to five to align with what the team reviewed. The motion passed, with Ms. Earick abstaining. No other changes to the report were requested. Co-Chair Hoell moved, seconded by Ms. Cormier, to accept the review team's recommendation for two-year probation until spring of 2020. The motion passed with Mr. Fournier, Ms. Heimarck, Ms. Earick and Ms. Ford abstaining.

Richard Sala informed the CTE that the State Board would require two votes – what programs CAEP approved and what programs just the CTE approved. The State Board has specific language in the rules that need to be followed.

- 7) Ms. Earick requested, for the record, that the SPA programs looked at in March were all nationally recognized, but had conditions.
- 8) As there are a lot of work/hours that go into reviews, Co-Chair Hoell recognized and thanked the chairs and other members of review teams.
- 9) Mary Earick requested placing a discussion about the difference with national accreditor, CAEP, and the NHDOE/CTE on the December 20 agenda.
- 8) At this point, Ms. Earick and Mr. Walker left the meeting.
- 9) Co-Chair Canali presented the Upper Valley Educators Institute (UVEI) update. The Visual Art Program's Annual Review was held August 2016, but due to the Administrator position being

vacant, it was not voted on. With an apology to the UVEI, Co-Chair Canali recommended the CTE grant full approval until the next full program review in August 2022. Note: the Progress Report listed next review as 2021. Chair Canali moved, seconded by Ms. Ford to approve the recommendation. The motion passed without dissent, with Mr. Ward abstaining.

- 10) Director Seidel presented upcoming reviews. Discussion followed and the following was agreed upon:
- Ms. (Antioch) requested the program expirations summary spreadsheet be updated to reflect the changes made at previous CTE meeting. This was added to the list of Next Steps.
  - Ms. Heimarck noted that the number of programs listed in the program expirations summary spreadsheet did not match the Program Book and that “Provisional” term was eliminated in 2013. This will be checked by the DOE and the appropriate updates will be made.
  - May 2019 - Hellenic American University Note: as it has no enrollments, a letter will be forwarded to the president enquiring as to whether they will seek continuing approval.
  - September 2019 – Rivier University – 15 programs – Mr. Fournier as Chair, and Ms. Canali as Co-Chair
  - October 2019 – University of New Hampshire – 12 non-CAEP programs (1 discontinued and 1 added to previous list of programs) - Ms. Wasielewski as Chair, and Mr. Marks as Co-Chair
  - November 2019 - New England College – 8 programs – Ms. Moore Dunn as Chair, and Mr. Pedro as Co-Chair
  - January 2020 – Southern New Hampshire University – 3-14 programs
  - February 2020 – Granite State College – 14 programs
  - March 2020 – Antioch University New England – 8 programs
  - April 2020 – Plymouth State University – 5 programs
- 11) A concern was voiced that students making appointments for fingerprinting for admission to the education preparation programs were told by the NH Department of Safety they can no longer send results to the school, only their employer. This presents a hardship on higher education institutions. Richard Sala will seek further information and inform the CTE.
- 12) Amanda Phelps presented an update on the NH Code of Administrative Rules, Ed 505.08, Code of Conduct. She reported the Bureau of Credentialing must make sure any credential holders be trained on the DOE Code of Ethics and Code of Conduct.

- 13) The Council discussed a potential retreat and possible topics including:
- (a) Training
  - (b) Upcoming legislation
  - (c) Update By-Laws
  - (d) Update on Membership
  - (e) Structure of Meetings

Ms. Ford moved, seconded by Ms. Kelleher, to adjourn. The motion passed without dissent.