



◆ **Licensure Committee Advisory Council Minutes** ◆
April 10, 2012 4:00-5:30pm

Date: Tuesday, April 10, 2012
Time: 4:00 – 5:30 pm
Location: MLC Library Board Room

Attendees:

Advisory Council Members: Chuck Beitlich, Andrea Harder, Kim Haroldson, John Isch, Jill Morgan, Barb Polzin

MLC Faculty: Cheryl Loomis, Larry Lotito, John Meyer, Cindy Whaley

MLC Staff: Ken Board, Gina Dunham

Call to Order (4:00pm)

- Dr. Whaley called the meeting to order with a welcome to everyone.
- Each member introduced him/herself to the council.

Approval of Minutes for meeting on October 11, 2011

- Approved by: Beitlich
- Seconded by: Polzin and Morgan

Website Information (Whaley & Board)

- Now available on the new [MLC website](#):
 - [Minute Archives](#)
 - [Presentation Archives](#)
 - [MLC Recourses](#)
 - Undergraduate Catalog
 - Calendars
 - Handbooks
 - Graduate Studies
 - [AC Membership Information](#)
 - Please make sure your information is correct and up to date.

MTLE Policy Updates (Whaley)

- Basic Skills Testing Requirements
 - Minnesota Board of Teaching (BOT): All the Basic Skills tests – Reading, Writing, and Mathematics must be passed to receive first time licensure.

Minutes continued

- MLC's Requirements: Students are required to pass Reading, Writing, and Mathematics before student teaching.
- Failure to pass any of these examinations requires the student to complete a minimum of 2 hours remediation per sub-test in the Academic Success Center.
- How this affects MLC graduates
 - Passing scores on the Basic Skills and all other tests in a students' program, qualify graduates for a full professional MN license.
 - Passing of the Basic Skills and failure of the students' program tests (all tests must be taken in the program) will result in a temporary limited license.
 - A temporary license is good for one year and renewable twice
 - Students must show they continue to re-take the tests
 - John Isch responded that there were "similar requirements years ago with Praxis testing."

Licensure Updates (*Whaley*)

- The Mathematics endorsement was brought before the MN BOT on March 9, 2012. A letter of approval should be arriving in the near future.
- The Technology endorsement is currently with the Minnesota Department of Education (MDE) reviewers.

Graduate Studies / Continuing Education (*Meyer*)

- John Meyer will be the new Continuing Education Director effective August 1, 2012. He will also continue to be the Director of Graduate Studies.
- Part of MLC's strategic plan is to offer Special Education licensure in the near future. The type of Special Education licensure we hope to offer at MLC will be "Learning Disabilities".

Program Effectiveness Reports for Continuing Approval - PERCA (*Whaley*)

- PERCA reports will be submitted online in 2013
- An on-site visit will take place in the Spring of 2014
- MLC's program approval expires in June of 2014
- The Licensure Advisory Council was informed they will be a part of the PERCA visit in 2014
- Barb Polzin expressed concern with an increase in the work load by both the faculty and staff associated with all the new licensure programs and requirements.
 - "I would like to show my support for more staffing with all the new programs at MLC."
 - Jill Morgan agreed that more "full-time staffing is needed within the Education Division."

Clinical and Student Teaching Report – Lutheran (*Tess*)

- Rapid City and South Dakota were the first to use supervising via webcam
 - Multiple visits via Skype were made with the supervisor, student teacher, and classroom observation.
- Using a survey, all agreed the process was effective overall
 - Advantages:

Minutes continued

- The ability to look at schools a greater distance from MLC due to the need for more licensed supervisors
- Other congregations can have student teachers at their schools
- More cost effective
- Disadvantages:
 - Personal contact with the student teachers
 - College supervisor's inability to see and hear the entire classroom
 - Technology failures leading to slight classroom interruptions
- Student Teaching Numbers for 2011-12 - Lutheran
 - Early childhood – 25
 - Elementary – 107
 - Secondary – 18
 - WELS schools that are hosting student teachers – 80

Early Field Experiences – EFE's (Tess)

- Beginning this semester, students can choose to use electronic forms to gain school approval for their experiences
- Student Self-Assessment Forms and Supervisor Assessment Forms may also be submitted electronically.
- EFE I (Freshmen and Transfer Students) sign-up also was done electronically as well.

Urban Experiences (Tess)

- Another part of the Strategic Planning Initiative is to expand urban ministry opportunities to undergraduates using:
 - Urban trips
 - Speakers
 - EFE's
 - Summer school teaching
 - Student teaching
 - Preparation for an urban teaching course

Clinical and Student Teaching – Public (Whaley)

- MLC is staying within an hour's drive for public school placements
- Cindy added they she is "grateful for all the teachers who choose to supervisor our students."
- Student Teaching Numbers for 2011-12 – Public
 - Clinical Students – 62
 - Supervisors – 56
 - Schools - 17
 - Student Teaching Students – 60
 - Supervisors – 49
 - Schools - 14

Teacher Performance Assessment - TPA (Whaley)

- Student teachers only
- MLC has chosen the 5-week public school experience to complete the TPA.

Minutes continued

- Andrea Harder said she “had a positive experience with the TPA overall, however the 5 week period to complete it was too short.”
- Students must have the TPA completed before they go to their next student teaching experience.
- The students submit a 15 minute video of their lesson/s usually done during week 3 or 4 of their experience.
 - Students pick 3 lessons and are assessed using 11 rubrics.
- 2011-12 is a field trial year. Full implementation will begin during the 2012-13 school year.
- Students upload their documents to an e-Portfolio website (Pearson).
 - Currently the cost to upload documents to the e-Portfolio website is free.
 - There will be future costs to both the student and MLC.
- The TPA for students is in addition to their Portfolio. The TPA includes 4 tasks:
 - Planning Instructions and Assessment
 - Instructing and Engaging Students in Learning
 - Assessing Student Learning
 - Analyzing Teaching

MLC Early Childhood Learning Center (*Loomis*)

- Showed drawings of the new MLC Center
 - Site Plan
 - Plan Drawing
 - Infant/Toddler Design
 - Exterior Rendering
 - Atrium View
- Demolition of the Early Childhood Center to begin April, 2013
 - Plans are being made for the Early Childhood Center to continue on the MLC campus during the building process.
- The new Center should be ready to go by the Fall of 2013

Closing Remarks

- Cindy Whaley: “We appreciate your valuable time and input on this Advisory Council. Thank you all for coming. Have a good night.”

Next Scheduled Meetings

- Tuesday, October 9, 2012
- Tuesday, April 9, 2013
- Tuesday, October 8, 2013

- 4:00-5:30pm
- MLC Library Board Room

Meeting Adjourned (5:30pm)