



Council for the Accreditation of Educator Preparation (CAEP)
Board of Director's Meeting
June 5-6, 2014
2010 Massachusetts Avenue NW, Washington DC

Members Present: **Chair** – Mary Brabeck, **President** – James Cibulka, **Vice-chair**-Christopher Koch, **Treasurer** – Dennis Van Roekel, **Secretary** – Mary Kenfield; Rick Ginsberg, Arthur Levine, Blake West, Barbara Cambridge, Randy Hitz, Frank Murray, Lori Ward, Candy Olson, Janice Poda, Cheryl Redfield, and Skip Fennell

Member participating via conference call: Randy Weingarten

Members absent: Deborah Gist and Marquita Grenot-Scheyer

Guest: Marla Ucelli Kashyap - (non-voting designee for Randy Weingarten - AFT), Ann Nutter Coffman (NEA), Rebecca Pringle (NEA), Tim Finklea (AACTE), Jim Kohlmoos (EDGE Consulting) and Sharon Robinson (AACTE), Samantha Dina (McKinley) and Shelley Sanner (McKinley)

Parliamentarian: Susan Eads Role

Staff present: - Mishaela Duran - *Chief of Staff*, Tina Newell - *Executive Assistant to the President*, Don Feuerstein - *Senior Advisor*, Thanh Tran - *Chief Financial Officer*, Stevie Chepko - *Vice President of Program Review*, Hilda Tompkins - *Vice President of Accreditation*, Mark LaCelle-Peterson - *Senior Vice President*, Emerson Elliott - *Director of Special Projects*, Jennifer Carinci - *Director of Research, Innovation and Data Strategy*, Linda McKee - *Director of Member and State Relations*, Elizabeth Vilky - *Director of Program Review*, Christine Gorowara - *Senior Director of Accreditation, Inquiry Brief Pathway*, Frank Huang - *Chief Information Officer*, Stacey Trey - *Director of Meetings and Events*, Patty Garvin - *Director of Accreditation, CI/TI Pathways*, Nate Thomas - *Accreditation Associate CI/TI Pathways*, Tiffany Erickson - *Director of Communications and Public Relations*, Diana Rigden - *Assistant to the President for Special Projects*

Chair Mary Brabeck called the meeting to order at 9:00am on June 5, 2014. Chair Brabeck informed the Board that Roberts Rules of Order will be the parliamentary authority for this meeting. Designees are encouraged to participate in the conversation but are reminded that they have no voting rights either at the Board or Committee meetings.

Approval of agenda

MOTION: Skip Fennell moved to approve the agenda as distributed. Seconded by Frank Murray and unanimously adopted by the Board.

Approval of December minutes

MOTION: Barbara Cambridge moved to approve the December 2013 minutes as presented. Seconded by Randy Hitz and unanimously adopted by the Board.

CAEP's Strategic Direction and Organizational Dashboard

Chair Brabeck and President Cibulka presented information on CAEP's mission and strategic plan including dashboard metrics on CAEP's strategic goals. Information presented included outcome of delivery and professional development; capacity building on standards implementation; R & D budget growth; media analytics; creation of a more dynamic website; human capital and volunteer engagement activities for FY 2013; and positive staff culture that lead to CAEP modeling a learning organization. Chair Brabeck noted that CAEP is committed to modeling a "culture of evidence" since the new standards are requiring EPP's to make progress using data to inform program improvements.

Implementation of New Standards

Mark LaCelle-Peterson, CAEP Senior Vice-President, provided the Board with an update on implementation of the new standards. First three site visits utilizing the new standards will occur this fall of 2014. In January 2014 staff created self-study guides, evidence guide and CAEP application guide. Ongoing work focuses on review/planning component for IB pathway; integration of program review into the accreditation process, guidelines for site visitors/commissions/council; creating a guide to accreditation decision-making process, and considerations for evidence and artifacts. Additionally, staff design and implementation of a volunteer development system that is integrated across functions, blended in delivery mode, and able to be repurposed for multiple audiences. The Board discussed the challenges and opportunities related to using (and potentially misusing) data for high stakes decisions. The focus must be on use of multiple measures.

Advanced Standards

Board member Arthur Levine reported on the work of the Standards Committee. The Committee met twice and created a working definition of advanced programs and reviewed the CAEP standards for initial programs and drafted a revision that could be applied to advanced programs. Staff member Hilda Tompkins, VP of Accreditation, presented a summary of the Committee work. The Committee recommended that further analysis be done to interpret public comment. Representatives from McKinley provided a summary of their analysis of the public comment. The public comment survey was launched May 2, 2014 and was open for two weeks. McKinley reported that outreach was conducted to the EPP's, Deans, Education Association, SEA's and SPAs. There were 780 responses, a high response rate for polling. During the fielding process two push reminders were sent. Some major themes of the feedback include sensitivity to smaller programs, inapplicability to all programs, however most expressed satisfaction on the process of development of the standards. Both aggregate and segmented data was presented.

Board members recommended longer feedback periods in the future and requested that they receive all communications to the field so that they can more effectively serve as CAEP ambassadors and messengers.

MOTION: Board member Arthur Levine moved adoption of Standard 5 and the Advanced Standards as produced. The motion was seconded by Lori Ward and unanimously adopted by the Board.

Levels of Accreditation

Emerson Elliott, CAEP Director of Special Projects, and Jim Kohlmoos of Edge Partners provided an update on the work being done to field test "exemplary" level of accreditation. There are two changes from the December CAEP President's memorandum presented to the Board. The changes are elimination of "multiple categories" and "self-nominations." The exemplary programs process will run parallel to the standard accreditation process and not be in conflict. Issues and options presented included the purpose and definition, nominations and application process, categories, frequency and decision making. The singular purpose should be to recognize excellent. The process used to identify exemplary programs should be an identification process rather than a nomination process. The identification process would include four steps: site visits, accreditation commissions identify potential candidates, expert review panel would complete in-depth analysis and make recommendation to the Accreditation Council. The Accreditation Council would make the final determination. The field testing will occur from July 2014 through November 2016. The full program will launch in 2017.

Accreditation Council Update

Board member Blake West provided a summary of the Accreditation Council's work. Pursuing a new, unique organizational structure was a foundation of the work.

An update of the Spring 2014 legacy reviews was provided to the board, as well as the interim standards reviews. Issues discussed were long meetings for legacy reviews, and the need for professional development, time to understand the new standards. Board member Randy Hitz updated the board on the CI/TI pathway. Board member Frank Murray reported on the IB pathway and provided a high level explanation of the IB track.

The Accreditation Commission nominating process was discussed with a focus on how to engage the stakeholder groups. Training was identified as the largest overarching issue the commissions face in doing their job.

U.S. Department of Education and CHEA Recognition

President Cibulka and Diana Rigden, CAEP Special Assistant to the President, provided an update on CAEP's work to be recognized by both CHEA and U.S. Department of Education. The final report to CHEA was submitted April 1, 2104. CHEA wrote a response and observation report. Chair Brabeck and President Cibulka will participate in an interview panel on Monday, June 9th.

The U.S. Department of Education was submitted on February 1, 2013 and a response is expected back in late summer. The USED would like to participate in a site visit in early fall.

National Standards for Elementary Education Educator Preparation

Stevie Chepko, CAEP Vice-President of Program Review provided the draft timeline for CAEP's work on National Standards for Elementary Education Educator preparation. An extensive outreach and public comments process was shared with the board. Suggestions were offered on ways to help accelerate the timeline on this project. The goal is to have the revised Elementary Standards in place by January 2017.

Research and Development Initiatives

Jennifer Carinci, CAEP Director of Research, Innovation and Data Strategy, provided an overview of the new initiatives for CAEP in research and development. Kurt Geisinger, of the Buros Center for Testing at the University of Nebraska, chairs the Research and Development Committee and Christopher Koch is the board liaison. Research is seen as a lever for change and potentially improvements in educator preparations programs. CAEP, in partnership with Cambridge Education is engaged in a venture to explore the possibility of using the Tripod student surveys with pre-service teachers. The project is funded by the participating EPP and the Gates Foundation. Additionally, CAEP is partnering with Pearson to commission a report from Teacher Preparation Analytics on the state of state data systems that are needed to evaluate educator preparation programs.

Chair Brabeck adjourned the meeting at 5:05pm.

Vice-chair Christopher Koch re-convened the CAEP Board of Directors meeting at 9am on June 6, 2014

Members present: Chair – Mary Brabeck, **President** – James Cibulka, **Vice-chair**-Christopher Koch, **Treasurer**– Dennis Van Roekel (afternoon only), **Secretary** – Mary Kenfield; Rick Ginsberg, Arthur Levine, Blake West, Barbara Cambridge, Randy Hitz, Frank Murray, Lori Ward, Deborah Gist, Candy Olson, Janice Poda, Cheryl Redfield, Skip Fennell.

Members absent: Marquita Grenot-Scheyer

Guests present: Rebecca Pringle (non-voting designee, NEA), Ann Nutter Coffman (NEA), Tim Finklea (AACTE), Jim Kohlmoos (EDGE Consulting), Sharon Robinson (AACTE) Steve Wojcikiewicz (non-voting designee for Randy Weingarten- AFT), Peter Ewell (via phone)

Parliamentarian: Susan Eads Role

Staff present: Mishaela Duran - *Chief of Staff*, Tina Newell - *Executive Assistant to the President*, Don Feuerstein - *Senior Advisor*, Thanh Tran - *Chief Financial Officer*, Stevie Chepko - *Vice President of Program Review*, Hilda Tompkins - *Vice President of Accreditation*, Mark LaCelle-Peterson - *Senior Vice President*, Emerson Elliott - *Director of Special Projects*, Jennifer Carinci - *Director of Research, Innovation and Data Strategy*, Linda McKee - *Director of Member and State Relations*, Elizabeth Vilky - *Director of Program Review*, Christine Gorowara *Senior Director of Accreditation, Inquiry Brief Pathway*, Frank Huang - *Chief Information Officer*, Stacey Trey- *Director of Meetings and Events*, Patty Garvin - *Director of Accreditation, CI/TI Pathways*, Nate Thomas - *Accreditation Associate CI/TI Pathways*, Tiffany Erickson - *Director of Communications and Public Relations*, Diana Rigden - *Assistant to the President for Special Projects*

Opportunities for CAEP to Advocate for Improving Quality of Educator Preparation

Chair Brabeck shared with the Board the various activities that have taken place since our last board meeting, including media hits, congressional testimony, etc. Chair Brabeck also noted that CAEP does not engage in advocacy or lobbying. While CAEP does testify in Congress when issues related to the mission arise, to maintain neutrality CAEP does not lobby. Chair Brabeck further informed some of the detail of recent testimony on behalf of CAEP. In recent testimony before the Senate HELP committee, the following recommendations were made: streamline Title II reporting, expand and support research and development, and encourage states to participate in CAEP. President Cibulka provided further detail on these three recommendations.

Strategic Partnerships with States - Discussion

The Board had a discussion about CAEP's relations with states, including the importance of CAEP partnering with States, how chiefs/states can incentivize EPPs to adopt CAEP standards (with Rhode Island and Illinois as examples); a brief update on NTEP, and state partnerships/clinic/alliance update (provided by Linda McKee, Director of Member and State Relations.) The Board's discussion highlighted the difference of opinions on CAEP offering Program Review Options 1 and 2 in a manner that assures programs are held to very rigorous standards. President Cibulka committed to working with staff and the State Partnership and Content Areas Committee to ensure the options are put in the broader context.

Nominating Committee Report

Nominating Committee Co-chair, Skip Fennell, provided the board with background information regarding the work of the Nominating Committee. The Committee held two meetings by phone and one in-person meeting. The Committee created a rubric, conducted an inter-rater reliability process, and formalized an applicant review process. All of these processes will need continual work to ensure its reliability. The slate was presented to the Board. Every committee had proposed nominees and alternates. Recommendations from board members included using the board more in the process of finding particular groups of nominees and having clear job descriptions.

Chair Brabeck accepted the report from the Nominating Committee.

- Rebecca Pringle and Chris Minnich were nominated for two vacant director positions, there were no further nominations and were each elected by acclamation.
- Rebecca Pringle was nominated for the vacant position of Board Treasurer, there were no further nominations and was elected by acclamation.
- The slates of nominees for the Nominating, State Partnerships and Content Areas, Research, International, Standards, and Appeals committees were presented, there were no further nominations and the slates were elected by acclamation.
- For second term board positions Mary Kenfield nominated Marquita Grenot-Scheyer and Cheryl Redfield, Skip Fennel nominated Arthur Levine, Chris Koch nominated Lori Ward. There were no further nominations and each was elected by acclamation.
- Mary Kenfield nominated Hilda Tompkins, CAEP Vice President of Accreditation, to fill a vacancy on the NCATE/TEAC Board of Directors. There were no further nominations and she was elected by acclamation.

Treasurer's Report

Vice-chair Koch, provided the Treasurer's report on behalf of Treasurer Van Roekel. CAEP CFO, Thanh Tran, presented an overview of CAEP's financial and budgetary statements and the FY15 proposed budget. The proposed budget presented included projected expenses and revenue from operations covering the fiscal year of July 1, 201 – June 30, 2015.

Capital Investment Request

CFO Tran reported that CAEP plans to initiate the development of the next generation of national standards for elementary education teacher preparation program in FY15.

After reflecting on ACEI decision to cease their participation as a SPA, CAEP decided to serve as the de-facto elementary SPA with full responsibility for standards development and program review process beginning in 2015.

MOTION: Vice-chair Koch moved the adoption of the FY15 budget as recommended by the Executive Committee. Seconded by Janice Poda and unanimously adopted by the Board.

Strategic Communications Plan

Tiffany Erickson, CAEP Director of Communications, presented the three-year strategic plans for communications. The plan includes new methods of outreach, consistency and coordination of communications, more efficient communications and a proactive approach to the ongoing conversations. The plan is a multi-year plan aligned to the strategic plan and is to be considered a dynamic document to guide CAEP's communications.

Foundation Outreach

President Cibulka provided an update of activities related to foundation outreach as a strategy to leverage CAEP's capacity. Some of these activities have occurred with the Gates Foundation and Schusterman Foundation. CAEP continues its active pursuit of foundation support to build organizational capacity and may reach out to the board to support this work with various funders.

Data Task Force

Emerson Elliot, CAEP Director of Special Projects, and Peter Ewell, Vice-president – National Center for Higher Education Management Systems, led a discussion regarding work of the Data Task Force.

The charge of the Data Task Force is:

- Review Appropriateness, Rigor, Comprehensiveness, and Adequacy of Measures Used in Accreditation
- Recommend Decision Rules or Other Ways Measures Should Be Used
- Develop Guidelines and Principles to Govern the Use of Measures for Accreditation and Improvement
- Examine Differences in Data Practices Across States
- Develop a Pilot to Test the Award of "Exemplary" Status to Programs Based on Measured Performance

Topic covered to date include: CAEP Evidence Guide Contents; Principles of Evidence; Eight Annual Report Measures; Value Added Measures and Use of Evidence in Making Accreditation Decisions (such as Award of "Exemplary" Status) – General Approach.

Topics to be covered in the July Data Task Force meeting include: First-Year Implementation of Annual Report Measures; Use of Evidence in Making Accreditation Decisions (such as Award of "Exemplary" Status) – Specific Advice; Data Content of an "Ideal Data System" for States and EPPs (informed by Pearson and Teacher Preparation Analytics); Ways to Gather Data on Input Measures; and Guidance on How to Apply the Principles of Good Evidence to Evidence Supplied by EPPs themselves.

The board discussed various issues related to the Data Task Force, including VAM concerns, the difference between the Research Committee and the Data Task Force.

Announcements:

Calendar: Upcoming meeting dates are as follows:

Sept. 4-5, 2014: Standing Committee Meetings

December 4-5, 2014: Board Meeting

June 11-12, 2015- Board Meeting

December 3-4, 2015 – Board Meeting

June 9-10, 2016 – Board Meeting

December 1-2, 2016 – Board Meeting

The meeting adjourned at 3:15 pm.