### FACULTY SENATE MEMBERS

<table>
<thead>
<tr>
<th>Present?</th>
<th>Senator / Representative</th>
<th>Position</th>
<th>Proxy Name?</th>
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<tr>
<td>Y</td>
<td>Anderson, Jennifer</td>
<td>Senator, Business Ed</td>
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<td>Y</td>
<td>Benson, Sheila</td>
<td>Senator, Languages &amp; Literature</td>
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<td></td>
<td>Burt, Tam</td>
<td>Senator, Kinesiology</td>
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<tr>
<td>Y</td>
<td>Conner, Kimberly</td>
<td>Senator, Mathematics</td>
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<td>Y</td>
<td>Doyle, Mary</td>
<td>Senator, Dept. of Teaching</td>
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<td>Y</td>
<td>Droe, Kevin</td>
<td>Senator, Music</td>
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<tr>
<td>Y*</td>
<td>Fones, Aliza</td>
<td>Senator, Languages &amp; Literature</td>
<td>*Carmen Durham (alternate)</td>
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<tr>
<td>Y</td>
<td>Gabriele, Tony</td>
<td>Senator, EPFLS (Prof Sequence)</td>
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<td>Y</td>
<td>Goss, Samantha</td>
<td>Senator, Art</td>
<td>Wendy Miller</td>
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<td>Y</td>
<td>Gray, Kyle</td>
<td>Senator, Earth &amp; Environmental Sciences, Science Education</td>
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<td>N</td>
<td>Henriksen, Holly</td>
<td>Student, History, Soc &amp; Behav Sci</td>
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<td>Hernández-Saca, David</td>
<td>Senator, Special Education</td>
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<td>Riedle, Lisa (non-voting)</td>
<td>Representative, Technology &amp; Engineering</td>
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<td>Rudick, Kyle</td>
<td>Senator, Communication &amp; Media</td>
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<td>Schafer, Ben</td>
<td>Senator, Computer Science</td>
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<td>Tabor, Lisa</td>
<td>Senator, Geography &amp; Social Science Ed</td>
<td>Chad Christopher</td>
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<tr>
<td>Total Voting Present</td>
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<td>Quorum Met?</td>
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<td>Miller, Cathy</td>
<td>Chair, non-voting</td>
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<td>Forsyth, Benjamin</td>
<td>TPP Director, non-voting</td>
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<tr>
<td>Y</td>
<td>Bryans-Bongey, Sarah</td>
<td>Senate Secretary, non-voting</td>
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I. Welcome - Chair Miller began the meeting and welcomed attendees at 3:30.

II. November Meeting Minutes were approved with 10 votes to accept, 1 vote to accept with an edit, and 1 vote abstaining.

**Old Business**

III. Discussion of the Governance Structure and the need for EPP Faculty Chair nominees

Chair Miller began the discussion of EPP Senate governance by describing a low response to the call for faculty nominations for the position of EPP Senate Chair. She noted some ideas were shared in the Elementary EPP Senate and wanted to obtain additional feedback from the Secondary Senate.

Chair Miller discussed how the Chair’s role has changed. In light of the lack of candidates for the EPP Senate Chair, she initiated a discussion into what this might mean and whether additional changes are needed to be made in terms of the new governance system.

Sheila B noted that she thought the lack of candidates was due to the fact that faculty are over-stretched already – not that there is a lack of interest. Chair Miller responded that the Elementary Faculty had indicated similar concerns.

Chair Miller noted that duties had changed somewhat and that the position is doable with a one-course buyout per semester. She asked senators, *How do we get the word out to describe the new duties of the faculty chair?*

In a discussion of the viability of co-chairs (brought up during the Elementary Senate meeting). Kyle R said he thought that might work well, and Chair Miller stated that the Co-Chairs would have to play together very well. Kyle R suggested one Co-Chair from Elementary and one from Secondary.
In response to an inquiry from Chair Miller, Benjamin thought a Co-Chair approach could be workable as long as there is balance among the Co-Chairs. He noted he has been able to do many things thanks to the strong work of the EPP Chair.

Chair Miller said that the CATS office is fully staffed and that Lori has been keeping up with the faculty Senate and getting the minutes posted to the website so that they are available for constituents to see and for senators to refer to. She mentioned the value of a structure that involves some overlap between one chair and the next and there had been some discussion of a three-year term with one year of overlap. According to the current document, the term is two years, the election is in the fall semester and there is a one semester overlap. Sheila B responded that two years feels less scary.

Benjamin agreed with Chair Miller when she noted that the EPP Chair and also the standing committees were helpful in allowing him to focus his time and energy on pressing priorities.

Based on a request by the Elementary Senate, Chair Miller developed an informational flier that she shared with the group. She mentioned that the Elementary EPP Senate thought the vagueness was a possible reason why people were not stepping forward.

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**Duties of EPP Faculty Chair**

- Two year term, with a semester overlapping the previous chair to prepare for the transition.
- Prepare agendas, convene and facility at least one EPP Faculty meeting per year.
- Prepare agendas, convene and facilitate Elementary and Secondary Teacher Education Senates monthly, and the Graduate Licensure Council at least once a year.
- Serve as a voting member of the EPP Leadership Team and EPP Executive Council.
- When needed, act as spokesperson for UNI's EPP.
- Serve as the emcee of the Teacher Education Convocation.

**When you are EPP Faculty chair:**
- You get a one course release each semester.
- You get to know faculty and staff from every college.
- You are at the table for critical decisions and plans made for our EPP.

Email Catherine.Miller@uni.edu or Benjamin.Forsyth@uni.edu to nominate yourself or someone else (after getting their permission).
Senators at the meeting agreed the flier would be helpful in terms of clarifying the role and obligations of the EPP Chair.

Chair Miller mentioned that Sarah Bryans-Bongey, who is serving as secretary to both elementary and secondary EPP Senates received a nomination via email. In response to Chair Miller's question, Sarah confirmed her interest. She mentioned that she had been on the senate at her previous institution (Nevada State College) and would be willing to take this on, especially if Chair Miller can provide some overlap/grace.

Chair Miller shared words of thanks and support for Sarah. She added that - after her own four years serving as Chair - it would be clear that things went well if we had two nominees for the first time ever.

Chair Miller stated that her interpretation of the discussion was that senators endorsed the governance structure we have been using and building. She looks forward to a time when we might have multiple nominees.

The next steps in the process are to send out the flier and validate the faculty roster.

**New Business**

IV. CATS Office Updates

A. Common Field Experience Rubrics to use with Anthology

B. Notification of Concern (NOC) Revision Committee

C. Teacher Education Advisory Councils

A. Benjamin provided a CATS office update. He spoke about Anthology and how individual pilot efforts were currently underway for Levels 1, 2, and 3. Sarah Montgomery is piloting Level 2 implementation and Chad Christopher’s students are doing a Level 3 pilot. The CATS office is starting to enter applications into the program.

The office has learned that the United system was also running some non-teacher education programs as well as the EdD and Ed Leadership programs. These will eventually be put into Anthology.

We are ramping up to full Anthology-usage by this fall. Benjamin acknowledged that Tami, who is leading the implementation effort, anticipates the new system will require some adjustment and is initially likely to get mixed reviews. The team is hoping to get all kinds of feedback to improve the effort.

So far, it is a data management system that fulfills most of the needs we have. However, it does not help keep track of PRAXIS 2 data as well.
Benjamin stated that Anthology is extremely powerful when it comes to keeping track of where we are sending field placements and also how much diversity, saying the system ties into NCES data. It allows us to look at how many hours students are completing, so that is no longer a black box for us. When it comes to assessment, we are looking at free and reduced lunch populations, which is a big database. Rubrics for Level 1, 2, and 3 are currently separate but the goal is to get to the point where the rubric for 1, 2, 3, and 4 are the same.

For the secondary programs, that means we need to look at how to run the Level 3 rubrics. Some of those that look similar, with certain programs asking for a little bit of extra information. This will involve some work moving forward

Benjamin noted that rubrics used in Levels 1 & 2 are different from the one used in student teaching. It becomes powerful for us to use the same core rubric and Anthology is robust enough to support some customization for each program so that you can get the data you need. It may not provide all that you ever wanted, but it is customizable enough.

B. NOC Revision Committee

The Executive Council asked for a revision committee for the Notification of Concern (NOC) systems. The goal is to move away from a deficit-based model to one that gives all students an opportunity to evaluate their dispositions more regularly throughout the program rather than simply waiting until something is not going right. This way we can also record the growth students are having. By the end of this semester, the NOC Revision Committee will have recommendations to share with the Executive Council as well as the Elementary and Secondary Faculty Senates.

C. Advisory Councils

Since COVID-19 started, we have not really run Advisory Councils. However within the Constitution and also within Chapter 79 (required by the State) we need to use data from the Advisory Councils to make continuous improvement. To that end, Benjamin said he plans to get those going by contacting Advisory Committee Members to see if they are still willing to serve. Since some former members may have moved on, he anticipates the need to recruit new members. Once the need becomes clear, he hopes Senators will help as he seeks to fill in the rest of the names. If anyone has immediate suggestions of people who would be good to serve on an advisory council, please send them along.

On the separate topic of Academic Progress Reports, Sheila B asked Benjamin about the UNIted system and whether the View My Progress Page used by students is being updated. Students are panicking and expressing concern when they check the United System and don’t see key milestones (e.g., Completion of Level 1) reflected there. Benjamin said that the UNIted reporting system has been less emphasized and less
accurate over the last two years, saying it might be a better question for the Department of Teaching.

He added that the process of applying to Teacher Education has changed over time. For example, instead of sending paper letters of acceptance to students we are now admitting them via an email. That original system associated with paper-based acceptance letters also had an automated process for letting the advisor know when a student is admitted. Since advisors may not be notified under the new system, Benjamin is meeting with Teacher Education Advisors on March 10th, and they will discuss advisor-notification given the new email process at that time.

Sheila B emphasized the value of a reliable system to allow people who are about to student teach or already student-teaching to go back and check to make sure they have met (and been credited with having met) all the requirements. It is concerning to them when the system suggests they have not completed their Level 1.

Benjamin agreed that the View My Progress is out of date. He said there will eventually be a new version in Anthology.

Kevin D asked whether faculty needing to implement Anthology will be provided with professional development training prior to the time they need to use it. Benjamin agreed to check with Tami to determine plans for professional development.

There was a discussion of some benefits of the new Anthology System and Chair Miller pointed out that it will be great to get a sense of how saturated Cedar Valley Schools are for the different levels and also for student teaching.

Benjamin said there are some programs that go way beyond the minimum of 80 hours. If change needs to happen, the new system will allow us to look at the data and make decisions and updates from there.

Chair Miller asked if there were other questions relating to the CATS office.

Carmen D said it has been a challenge scheduling courses and making sure that the students who need those courses take the courses and that they are available outside of the block times. She inquired whether Anthology would help with this or if the needed information is recorded and accessible in some other way.

Benjamin responded that at least for the short term, Anthology would not be of use in this way. However he suggested reaching out to advisors in the CATS office and/or Robin Dada, C&I Dept. Chair. That would be the fastest and most accurate way to figure out when those times/courses are offered.

V. Other
A. Teacher Education Convocation

Chair Miller reminded everyone about the upcoming Teacher Education Convocation scheduled in the McLeod Center on April 6 from 3-6 pm. Organizers hope many will attend and they have chosen a large space to accommodate more guests and more families. Chair Miller hopes to push back on the negative narrative surrounding the teaching profession. She stressed the importance of this big celebration, saying we need students to sign up. It will be essential to educate students so they know how special the convocation is. Chair Miller called upon senators to share this information with constituents and for everyone to encourage students to sign up. Due to a large anticipated turnout we are not going to read names or have people walk across the stage.

Benjamin added that the Convocation is an exciting event for students and faculty. Student enrollment is down over the past three years but to a lesser extent than other universities. Our plan is to invite area superintendents, invite the news, and work with the president's office to invite some legislators. This is what we do, this is what we are. Walking across the stage would take too long, but we will have students stand up and faculty stand up to get a sense of the scope. Benjamin said he sent out an email already and will send another that will include pictures of a previous convocation. He urged faculty to tell students this is important, asking everyone to send information to constituents and students. Chair Miller expressed excitement about serving as emcee for this big and exciting event, and Sheila expressed enthusiasm for the event, stating the new updated agenda will be more exciting and appealing than a long line of people walking across a stage.

Benjamin said there will be a sign up sheet for faculty. He noted that Mike Fisher, Superintendent of Charles City Schools would be delivering the Keynote. He will describe some of the cool things they are doing in Charles City, and talk a little about the UNI Teacher Education Program.

B. Consultation forms for curriculum changes to Chad Christopher and Benjamin Forsyth before March 1.

Senators were asked to remind constituents to get curriculum changes to Chad and Benjamin by March 1.

On the topic of curriculum changes, David H mentioned a proposed curriculum change that has been in the works for some time and that involves an additional credit hour. Tony G commented that increasing credit hours is a change that has implications for other programs, saying his understanding is you cannot add a credit hour to a program without taking one away and - if that is the case - SPED will need to coordinate with the larger program. Chad noted that this type of change is something that would be discussed at the Joint meeting on March 10.
Benjamin stated that the change David was referring to had been brought up before. Chad agreed an additional credit hour is a point for discussion and David expressed appreciation for support as to how to approach this effort. His plan is to reach out to Benjamin and Chad. He will locate the needed forms and looks forward to those conversations.

Chair Miller asked others for additional topics or input. Upon hearing none, she mentioned her interest in tapping sources such as the Foundation to find ways to provide financial support for students who are in their Level 3, don’t have housing, and cannot afford their Level 3s and/or other financial hardships such as paying for the PRAXIS test. She noted the importance of trying to find ways to support the program/students to get more qualified teachers out there, and welcomed further conversation on the topic.

Upcoming Dates

March 10 is the Joint Senate meeting. If something comes up, contact Chair Miller so she can get it on the agenda.

Chair Miller motioned to adjourn.

Second by Kyle G

The meeting adjourned at 4:50 pm.