Clinical Associates Meeting
Minutes

September 11, 2007 - 4:00-5:30
September 18, 2007 - 3:30-5:00

Attendees September 11th: Melissa Bazemore, Virginia Everett, Shannon Heard, Joyce Jamerson, Lynn Mock, Betty Nelson, Pat Parsons, Cindy Pugliano, Nora Quill, Judi Robbins, Marti Schriver, Glenn Smith, Kelly Tharp, Sylva Tremble, and Becky Truluck.

Attendees September 18th: Missy Bennett, Tara Britt, Cindy Diefenbach, Jincy Fordham, Pam Goodman, Terri Johnson, Elizabeth Moxley, Betty Nelson, Pat Parsons, Judi Robbins, Marti Schriver, Ginny Smith, Pat Tankersley, Kelly Tharp, and Julie M. Vaughn.

Welcome - Melissa Bazemore from Portal Elementary School was welcomed as the newest Clinical Associate.

Clinical Associate History Quiz – Pat Parsons asked six questions on the history of the Clinical Associates Program. A brief, but fun and informative discussion followed.

Field Experience – Brief discussion on Fall 2007 Field Placements and the number of placements for each program. The College of Education is changing from TK20 to TaskStream, as the system to collect student assessment data. During fall semester PPB is asking all teachers to evaluate PPB students on-line through TaskStream. By spring semester it will be required for all PPB evaluations to be done on TaskStream. This system will be used campus wide.

Criminal Background Check - Criminal background check system will be put in place next academic year. Criminal background checks will be done twice during a student’s program of study. PPB and the semester prior to student teaching will be the identified times for criminal background checks to be completed. This will be phased in with PPB fall 2008 and student teaching will take place spring 2009. The criminal background check report will be reviewed each semester by staff in the Office of Undergraduate Teacher Education and Student Success Center. If no criminal history is found, the results will be documented and available for verification when field placements are required. If the criminal background check results in a criminal history, this information will be documented and given to the Director of Field Experiences and Partnerships. The Director will notify the student of a questionable criminal background check. The student will be informed that the information will be shared with any school system which is asked to host a field experience for them. The decision to accept the student for field placement will be at the sole discretion of the school system.
**Concerns expressed:** If a student has a questionable background check, who speaks with this student? Information will be documented and given to the Director of Field Experiences and Partnerships, who in turn will inform the student.

How much information on the criminal background check can the College of Education give to the Clinical Associates? This will be determined and shared at the next Clinical Associate meeting.

**Induction Program** - Kelly Tharp, COE Induction Coordinator, gave the group an update on the Induction Program being developed. She shared copies of the new brochure entitled “Induction New and Experienced Educators Building Best Practice.”

**Special Education Update** - Betty Nelson gave the group a brief update on needs and concerns of the Special Education Program. Clinical Associates were informed that the program will be flexible in placements as long as the student can meet the course requirements.

**Clinical Associate Program** -

Pat Parsons shared information on the Clinical Associate Program. Two areas that will be focused on this year are the Clinical Associate payment and evaluations. A brief discussion followed concerning a plan or new model and how to structure Clinical Associate payment.

Cindy Pugliano suggested the weight of different responsibilities, using a check list and base-payment on a point system similar to the one used by PRISM Lead Teachers.

Evaluations: Suggestions were made to create a list of responsibilities and the Clinical Associates will review and make suggestions for changes or additions to the list. This will be discussed at the next meeting during spring semester.

Concerns: PPB assignment that students must look for non-print materials in the school library. These may seem out of date, but more recent are on CD and DVDs. It has been determined that this is no longer a requirement of PPB due to a change in structure for the courses attached to PPB.

**Program Breakout Meetings** - Clinical Associates met with program faculty for the remainder of the meeting. (Early Childhood with Judi Robbins and Middle Grades & Secondary with Marti Schriver and Missy Bennett)

Meeting Adjourned