

CLUSTER MEETING MINUTES

October 13, 2015

1:30pm to 3:30pm

Lake Worth Campus

ITEM 1. What can faculty do to support the four Performance Funding measures (Job Placement/Continuing Education, Completion to 3-4 years, Retention, and Entry Level Wages)?

Discussion: The EPI has career fairs and training sessions on resume writing. They contact students who are 50% or more through the program to progress in their degree. We work with the community for employment. Renaissance Chart schools hire our education students as substitute teachers. We work with the community in the FEA forum about employment in the SDPBC. We can use different strategies to help with retention such as selfie videos and email alerts when students do not log into Black Board. We monitor previous failure attempts in IRE for students who may need additional support.

Data/data source: Completion was lowest 2.7 out of 10, highest 10 out of 10 for retention.

Action: We will continue to monitor and support our students, be proactive in intervention, and keep our communication with our students.

ITEM 2. Review Cluster Minutes Guidelines -

<http://www.palmbeachstate.edu/academicservices/Documents/sectiong.pdf>

- A. Minutes should be prepared and distributed no more than one week after a cluster meeting is held.**
- B. Minutes should be prepared using the standard minutes template located at <http://www.palmbeachstate.edu/academicservices/documents/TemplateClusterMinutes.doc>. Minutes must address any identified district issues set forth by the VPAA.**
- C. Any cluster recommendations should be in writing and sent to the VPAA in addition to being in the cluster minutes.**
- D. Any curriculum changes (new courses, revised courses, etc.) must be initiated through the established curriculum process (<http://www.palmbeachstate.edu/curriculum-development>).**

Discussion: The education faculty will work together to have consensus on the requirements and guidelines for the field observation and differentiate between EDF 2005 and EDF 2085. These will be shared with Kathy Gamble for the Field Observation web site and adjuncts.

Data/data source:

Action: Eliana, Debbie and Sabrina will communicate through email to set parameters.

ITEM 3. (SCIENCE CLUSTER ONLY) Reminder to file paperwork to discontinue AST courses (AST1103 and AST1004).

Discussion:

Data/data source:

Action:

ITEM 4. Field observation requirements for EDF 2005 and EDF 2085. VPK, certified teachers

Discussion: The education faculty will work together to have consensus on the requirements and guidelines for the field observation and differentiate between EDF 2005 and EDF 2085. These will be shared with Kathy Gamble for the Field Observation web site and adjuncts. The discussion included the age of the children for the field observation and whether the observation was for an AA student or EPI student. Also, the certification of the teacher being observed was discussed. Cassandra Wilbanks discussed EDF 2085 and the early childhood education students being able to observe (unpaid) in the age group which they wish to be employed in. Students who are enrolled in the Infant/Toddler certificate courses would benefit from observing infant/toddler programs not preschool age children.

Data/data source:

Action: EDF 2005 should observe in a k-12 environment, but EDF 2085 EPI students can observe VPK if that is their future employment goal.

ITEM 5. TCP course outcomes and program changes, Jennifer Johnson

Discussion: Jennifer Johnson is working on updating the wording for the learning outcomes in the EPI program. She is aligning with the UCC standards and adhering to the every 5 years continual report changes to the state and site visit.

Data/data source: Marzano evaluation

Action: IPI 940 and 945 practicum must be with a clinical educator

ITEM 6. Ebook for education courses, Dr. Trigoboff

Discussion: Debbie demonstrated the ebook she is designing for her course with interactive games. She is working with elearning and Black Board to try to save students money on publisher produced texts.

Data/data source:

Action:

ITEM 7. FEA Fall Forum 11/3/15

Discussion: The cluster discussed ways to increase audience attendance for the FEA forum 11/3. Luisa gave information about the October 22 FI career fair as a way to promote our event.

Data/data source:

Action: Sue Walters at the SDPBC invited all of the current substitutes, FFEA members, and those interested in becoming a teacher. The flyer has been sent to universities, the PBSC calendar, and all adjuncts. Anne Killels will bring students from PBA.

OTHER.

Trigoboff, Debra; Greenwell, Sabrina M ; Fawcett, Colleen ; Wilbanks, Cassandra G ; Mukherjee, Eliana C ; Brennan, Luisa F ; Allen, Kimberly D ; Caldwell, Susan M ; Johnson, Jennifer

Submitted by: Sabrina Greenwell

[name], Scribe

c. Minutes Distribution List