

**Education Standards and Practices Board  
Program Approval Advisory Committee  
Minutes**

October 4, 2018

The Education Standards and Practices Board (ESPB) Program Approval Advisory Committee (PAAC) meeting was called to order by ESPB Executive Director Becky Pitkin at 8:01am. Introductions were held.

PAAC members present were Jessica Rush, Bob Toso, Kim Belgarde, Andi Dulski-Bucholz, Stacy Duffield, Cheryl Nilsen, Penny Veit-Hetletved, and Brenda Tufte.

PAAC members absent were Ben Johnson and Mary Eldredge-Sandbo.

Also present were Rebecca Pitkin and Amy Folkestad from ESPB.

**Approval of May 2018 Minutes** – Brenda Tufte made a motion to approve the May 2018 minutes, seconded by Jessica Rush. All PAAC members voted in favor, motion carried.

**Additions/Changes to Agenda** – As requested at the May 2018 PAAC meeting, response has been received from UND regarding Native American studies component for their special education program.

**Trinity Bible College (TBC) Application for Accreditation** – Trinity Bible College voluntarily resigned their Higher Learning Commission accreditation in 2011 and has worked in cooperation with VCSU since then to offer degrees. Trinity Bible College has not renewed their memorandum of understanding with VCSU and are working to become accredited again. At the November 2017 meeting, PAAC recommended that TBC begin working through the approval process again.

Reviewing materials submitted by TBC, Bob Toso questioned if their financial status is where it needs to be for them to pursue accreditation. Becky noted that the audit report included from TBC is much more positive than it has been in the past.

Andi Dulski-Bucholz questioned if TBC has evaluated CAEP materials and if they are prepared to meet those requirements? North Dakota uses CAEP for accreditation, so programs that go through the state approval process must meet the same standards. CAEP materials and accreditation manual has been provided to Trinity Bible College. Planning appears to be at a broad level, but PAAC member have concerns about details of the programs.

Stacy Duffield noted her concerns about courses offered and how the proposal shows these courses are being used for both elementary and secondary preparation, such as Children's and Young Adult Literature.

Cheryl Nilsen suggested that if TBC is provisionally approved to begin the accreditation process, that oversight is provided to keep them on track to meet the standards. She also expressed concerns about number of staff members and if they are qualified to teach the content that will be offered.

ESPB Director Becky Pitkin proposed that she present the concerns of PAAC to Amy Frier from Trinity Bible College and ask her to come to the next PAAC meeting to respond to the concerns.

Penny Veit-Hetletved made a motion to have Amy Frier from TBC come to next PAAC meeting to address the questions and concerns that were presented today. Motion seconded by Brenda Tufte. All PAAC members voted in favor, none opposed. Motion carried.

**University of Mary New Degree Program** – University of Mary’s Teacher Leadership degree is rooted in their Curriculum, Instruction, and Assessment degree. The program is not intended for administrators, but instead for those who are instructional coaches or curriculum directors. This degree would be offered online or on the main campus – students could also choose to complete a blended degree with courses offered online or face-to-face. A new course in Student Centered Project Based Learning and Instructional Coaching is required for the degree.

Bob Toso made a motion to approve University of Mary’s Master of Education degree in Teacher Leadership. Motion seconded by Cheryl Nilsen. All PAAC members voted in favor, none opposed. Motion carried.

**UND Special Education Native American Studies Requirement** – UND has responded to request from last PAAC meeting indicating that their master’s program in special education includes core coursework that all students must complete – Legal and Ethical Aspects of Special Education, Inclusive Methods, and Behavior Management. All three courses integrate topics that address multicultural and Native American studies to meet the standard.

Kim Belgarde raised concerns that the requirement isn’t met in a standalone course but that Native American studies are integrated into other special education courses. Brenda Tufte and Cheryl Nilsen expressed that there is some appeal to Native American studies being interwoven with special education coursework, as those are the students these educators will be working with.

Cheryl Nilsen made a motion to approve the UND courses used to meet the Native American studies requirement. Motion seconded by Penny Veit-Hetletved. PAAC member who voted in favor were Jessica Rush, Bob Toso, Andi Dulski-Bucholz, Stacy Duffield, Cheryl Nilsen, Penny Veit-Hetletved, and Brenda Tufte. Kim Belgarde voted no. Motion carried.

Becky asked Cheryl Nilsen to give an overview of the Turtle Mountain Community College focus visit. In their previous review, NCATE standard 2 addressing assessment had not been met. The focus visit went well and TMCC is now using the common metric

survey to help meet the assessment standard. Some areas for improvement were cited, and TMCC was asked to address these in each annual report they submit.

Dickinson State University had their CAEP visit was last week. Minot State University's CAEP visit starts Saturday, October 6<sup>th</sup>.

Meeting was adjourned at 8:37am.

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Brenda Tufte, Chair  
Director

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Rebecca Pitkin, Secretary/Executive