



GATEWAYS TO OPPORTUNITY®

Illinois Professional Development System

Gateways Entitled Review Group (ERG) Meeting

August 5, 2019

10:00AM – 3:00PM

INCCRRA

Minutes

Attendees

Ally Miller

Carla Diez

Jenny Kemp-Berchtold

Joni Scritchlow

Julie Lindstrom

Patricia Chamberlain

Rebecca Pruitt

Stacy Thompson

Teresa Gammons

Welcome and Introductions – Carla Diez & Jenny Kemp Berchtold

- Members introduced themselves and shared what institution/agency they are from.

Icebreaker Activity – Teresa Gammons

- Members answered a professional and personal question about themselves based on the candy they picked.

Highlights from Gateways to Opportunity PowerPoint – Joni Scritchlow & Teresa Gammons

- Reviewed Career Lattice and ERG Guiding Principles.
- Discussed the role of ERG, funded by IDHS, and rotation of ERG membership.
- Historical overview of the movement of the credential benchmarks to competencies and its alignment with NAEYC and Illinois standards.
- Provided members with signed copies of FY20 contractual agreement.
- Invoices for first quarter (July – September 2019) are due to INCCRRA by Tuesday, October 1st.
- Provided members with a FY20 meeting schedule and contact information for ERG members.
- Discussed travel reimbursement form, due to INCCRRA by October 9th.
- In FY19, ERG reviewed a total of 57 applications and recommended 33 colleges and universities for 46 credential entitlements! Of which, 12 were two-year schools for the entitlement of 18 credentials, and 21 were four-year schools for the entitlement of 28 credentials!
- In FY19, the goal was for 95% of Illinois schools with ECE/CD programs to be entitled for the Gateways to Opportunity ECE Credential. As of today, 74 out of 77 Illinois schools are entitled for the Gateways ECE Credential. This is 97% percent, which exceeds the goal. We celebrated as a group!
- In the new fiscal year, INCCRRA will outreach to existing entitled institutions to add on specialization credentials, with a big push for Infant Toddler and Illinois Director Credentials.
- Members shared their additional expertise beyond early childhood as the group prepares to review the specialization credentials:
 - Ally Miller – Infant Toddler Credential/Illinois Director Credential
 - Carla Diez – School-Age & Youth Development Credential
 - Jenny Kemp Berchtold – Infant Toddler Credential/Family Specialist Credential
 - Joni Scritchlow – Family Specialist Credential
 - Patricia Chamberlain – ESL/Bilingual (Pilot) Credential
 - Rebecca Pruitt – Illinois Director Credential
 - Stacy Thompson – Infant Toddler Credential

- Discussed resources available to the group: frameworks, website, applications, and Dropbox as they are reviewing entitlement applications.
- Teresa recently sent proposed website updates to all entitled institutions on July 1, 2019. ERG members stated that it can be timely to get these changes made and maybe a letter provided by Gateways could assist with expediting the process.

June 14, 2019 Meeting Minutes – Jenny Kemp Berchtold

- Motion to approve the June 14, 2019 meeting minutes made by Jenny Kemp-Berchtold.
 - Carla Diez moved to accept the motion.
 - Rebecca Pruitt seconded the motion.
 - Motion passed and June 14, 2019 minutes approved.

Entitled Step by Step Process – Carla Diez and Jenny Kemp Berchtold

- Discussed tips & tricks when reviewing the applications. Existing members shared their experience as a new member and what helped along the process.
- Discussed the Competency Alignment Table (CAT):
 - The courses listed in the primarily assessed column should be listed on the program layout.
 - When utilizing multiple courses in the primarily assessed column, the program needs to indicate “and/or” to clarify whether one course or both courses are required to meet the competency.
 - Assessment tools need to be descriptive; (e.g. paper → philosophy paper, student teaching → student teaching evaluation form).
- Discussed the Program Layout (PL):
 - For each level, the course(s) listed in the primarily assessed column should be listed on the program layout for that level.
 - Observation/Experience hours need to be listed for the level or a note that the student will need to provide Gateways with the difference in field experience hours.
- A resource checklist was provided to the group by the co-chairs to help them along reviewing the applications.
- Discussed the voting process for recommendations: approved, provisionally approved, and/or need INCCRRA to attain more information regarding the program.
- Buddy Assignment: One new member would work with one existing member as we start the process of reviewing new applications.
 - Ally & Carla
 - Patricia & Rebecca
 - Stacy & Jenny
 - Anni and Amanda: Please note they were not present and INCCRRA will meet with them individually to ensure the information is shared.

New Applications for Competency Entitlement – Carla Diez & Jenny Kemp Berchtold

- 30-minute breakouts with buddies to discuss the application and then convene as a group.

North Park University – Licensure Track

- This institution is seeking competency entitlement for their **Licensure Track** for ECE Credential Levels 5.
- ECE Competency Alignment Table:
 - All competencies are met.
 - The group asked for a little more detail on assessments, reference assessment column for competencies: HGD4, HSW3, FCR5, and PPD10.

- ECE Program Layouts:
 - Level 5:
 - Required coursework is listed.
 - Remove EDUC 3510–Clinical I and EDUC 3520–Clinical II because they do not primarily assess competencies.
 - Required experience hours are met.
- Motion to provisionally approve the **Licensure** track (with above changes) for ECE Credential Level 5 made by Carla Diez.
 - Rebecca Pruitt moved to accept the motion.
 - Stacy Thompson seconded the motion.
 - Motion passed and application provisionally approved for ECE Credential Level 5.
 - ERG requested INCCRRA follow-up with revisions, a final approval is not required.

Harper College

- This institution is seeking competency entitlement for Infant Toddler Credential (ITC) Levels 2-4.
- ITC Competency Alignment Table:
 - All competencies are met.
 - Because ECE 292 – Infant Toddler Practicum is used to primarily assess competencies PPD1 and PPD2 (ITC Level 2 competencies), it makes all the levels for ITC 2-4 appear to be the same.
 - Suggestion: Teresa please follow-up with the school to see if they would like to revisit these competencies to create stack ability between the levels.
- ITC Levels 2-4 Program Layouts:
 - Level 4:
 - List only the courses that primarily assess ITC competencies. Please remove ECE 101, 102, 115, 209, 210, 221 226, 250, 252, 291, EDU 219, ENG 101, ENG 103, Math 065, PSY 101, and BIO 103.
 - Required work and practical experience hours are met.
 - Level 3:
 - List only the courses that primarily assess ITC competencies. Please remove ECE 101, 102, 115, 226, 250, 252, ENG 101, Math 101, and PSY 101.
 - Required work and practical experience hours are met.
 - Level 2:
 - List only the courses that primarily assess ITC competencies. Please remove ECE 101, 102, 115, and 250.
 - Required work and practical experience hours are met.
 - ECE 292– Infant Toddler Practicum is taking during the student’s last semester before attaining an associate degree; however, required to primarily assess the Level 2 Infant Toddler competencies.
 - We will move for with the recommendation for the ITC Level 4 and Teresa will follow-up with the program for stack ability for the ITC Level 2 and ITC Level 3.
- Motion to approve Harper College for the Infant Toddler Credential Level 4 made by Jenny Kemp-Berchtold.
 - Patricia Chamberlain moved to accept the motion.
 - Stacy Thompson seconded the motion.
 - Motion passed and application approved for Infant Toddler Credential Level 4.
 - ERG recommends application to come back if they consider suggestions for ITC Level 2 and Level 3.

Upcoming Meetings – Teresa Gammons

- Discussed the next meeting with be on October 14, 2019 via Telenet. Group decided to extend the meeting from 1:00PM – 3:00PM to allow more time for application review.
- The Gateways to Opportunity Higher Education Forum will be on April 16-17, 2020. During the forum, will have availability for breakout workshops. Request for Proposals will be sent at a later day and we hope any interested Entitled Review Group members would be interested in presenting at a workshop.

Adjourn – Jenny Kemp-Berchtold

