

PDAC Qualifications and Credentials Committee
October 28, 2024
Committee Minutes

Barb Christmas	Gabriel Holmes	Sandy De Leon
Bela Mote	Gwyn Moss	Sara Seitz
Cerathel Burgess Burnett	Joan Longtin	Sharyl Robin
Connie Shugart	Julie Lindstrom	Stephanie Hellmer
Danen Busch	Leslie Layman	Stormy Udell
Debbie Jaye	Malia Owens	Tammy King
Denise Monnier	Marilyn Toliver	Jamie Nichols
Elva De Luna	Marsha Hawley	Tammy Notter
	Paula Schnicker Johnson	Wendy Connell

Welcome

- Members of the committee were welcomed by the chairs.
 - Sharyl Robin was welcomed as a new tri-chair.
 - Elva De Luna was thanked for her years of service as a chair of QC.

Review of Minutes

- August 19, 2024
 - Joan Longtin made a motion to accept the minutes.
 - Cerathel Burgess Burnett seconded the motion.
 - Minutes approved.

PDAC Strategic Planning: Qualifications and Credentials Priorities

- Goal 2: Inform and refine existing efforts to expand use of competency infrastructure for Gateways Credentials (in partnership with Higher Education Committee). Objective: 1. Expand the readily accessed Professional Development Record (PDR) to include opportunities that highlight competency attainment.
 - What does the committee need to begin work on Goal 2?
 - Do we have the right information to make decisions, do we know what is already available, what does INCCRRA currently require, and if not, what should we request in order to inform our work?
 - Questions and discussion regarding the Professional Development Record (PDR).
 - What is it used for?
 - How to use it regarding competencies, coursework, trainings, and credentials?
 - Need to educate the workforce on the PDRs existence.
 - Members on the committee who are faculty explained how the PDR is used to help students review status involving trainings and coursework.

- Center directors encourage staff to use the PDR to track their professional development.
 - The PDR does a good job of tracking trainings. Committee members expressed that there is more of an issue with tracking coursework as they are unsure which competencies are being counted or are missing. Could the competencies be listed with coursework information?
 - There is an issue with standards being written but being interpreted another way.
 - Illinois centers can have different requirements. It would be beneficial to the workforce if there was more alignment regarding requirements. Licensing reps can also have different interpretations that factors into the process.
 - More orientation is needed for licensing reps and others which will help with understanding the system. An objective is to reduce confusion and increase in ease of use.
 - A focus could include what the committee would like to see incorporated into the PDR.
 - What is needed to make this happen?
 - The committee asked if the PDR should be expanded to show credentials and competencies on one document or should it be a separate report but tied to the PDR.
 - Is the purpose of the PDR to reflect state systems requirements or is it to reflect the total professional development of the person?
 - What was the origin of the PDR and its intent?
 - Next Steps:
 - What information should be collected that would be most beneficial to help achieve the goal to make it standardized, useable, and consistent that could lead to a recommendation?
 - What would make the PDR effective for the workforce?
 - Possible to have Joellyn Whitehead update the status of the changes being made to the system.
- Goal 3 Utilize and maximize Illinois' well-developed existing competency infrastructure for Gateways Credentials by making it accessible and transparent to the field. Objectives: 1. Standardize all professional development (RBP, JEPD, and trainings) to identify content using competency language.
 - If your job requires evaluations, could this part of an evaluation process? It could be standardized, or placed in a template or rubric? Who holds this information?
 - Gateways has a Technical Assistance Credential.
 - What other states are doing similar work with coaching and professional development to inform our work?
 - Next Steps:
 - Begin research on what is currently offered by others that we could model.
 - Explore Torch Talent as a resource. Tammy Notter will follow up with Cindy Berrey. This could expand to additional models across the country.

Convening of the English as a Second Language /Bilingual Ad Hoc

- As background every five years credentials need to be reviewed. Gateways has a process in place regarding examining the renewal requirements.

- The English as a Second Language/ Bilingual Credential is now due to be reviewed for renewal requirements.
- An Ad Hoc Committee has been formed to review the credential.
- The Ad Hoc will draft a recommendation on what is needed for the renewal and bring it to the Qualifications and Credential Committee for review and potential approval. The recommendation then is sent to PDAC Steering and PDAC at-large for approval. This will then be sent to IDHS.

Adjourn

