

## 2023.2.3.9a: UPRM EPP Meeting Demonstrating Considering PRDE and Completers Satisfaction on Further Actions

### Evidence Overview

The documents provided detail a faculty meeting for the Teacher Preparation Program at the University of Puerto Rico, Mayagüez Campus, held on January 18, 2024. The agenda included welcoming new members, reviewing director's plans, and discussing achievements and projections. The minutes confirm the discussions on various topics such as accreditation, methodology courses, and new initiatives for teacher candidates. They highlight the consideration of recommendations from the Puerto Rico Department of Education (PR DOE) and evaluations from stakeholders to align future actions, particularly focusing on enhancing clinical experiences for upcoming teacher candidates. Notably, the meeting emphasized collaboration for CAEP reaccreditation, introduced new faculty from various departments, and outlined strategic plans to integrate technology and expand course offerings to meet new regulatory requirements.

### CAEP Standards Alignment

Initial	Advanced
2.3	

### The Evidence

The evidence consists of the agenda, attendance signatures, and minutes from a faculty meeting of the Educator Preparation Program at the University of Puerto Rico, Mayagüez Campus, held on January 18, 2024. These documents detail discussions on program improvements, collaborations for CAEP accreditation, and adaptations to new educational regulations to enhance the clinical experiences of future teacher candidates.



**MEETING**  
**FACULTY OF EDUCATOR PREPARATION PROGRAM (EPP)**  
Thursday, January 18th, 2024  
EDIF. SÁNCHEZ HIDALGO 404 - 10:30 AM  
**ATTENDANCE**

NOMBRE Y APELLIDOS	FIRMA
1. Dra. Nancy V. Vicente Vélez Decana Interina Asuntos Académicos	Excusada
2. Prof. Silvestre Colón Ramírez Decano Auxiliar Int. Asuntos Académicos	[Handwritten Signature]
3. Dr. Santiago Méndez Hernández Director PPM	[Handwritten Signature]
4. Dra. Carmen M. Bellido Rodríguez	[Handwritten Signature]
5. Dra. Grisel Rivera Villafañe	[Handwritten Signature]
6. Dr. José R. Ferrer López	Excusado
7. Dra. Janette Ferrer Montes	[Handwritten Signature]
8. Prof. Ismael Acosta Caraballo	[Handwritten Signature]
9. Dra. Rebeca Orama Meléndez	[Handwritten Signature]
10. Dr. Gustavo Cortina Rodríguez	[Handwritten Signature]
11. Dr. Reinaldo Rosado Silva	Excusado
12. Dr. Edgardo Lorenzo González	[Handwritten Signature]
13. Dra. Iris A. Figueroa Robles	[Handwritten Signature]
14. Dra. Melissa Báez Flores	Excusado
15. Dr. Carlos E. Quiñones Padovani	[Handwritten Signature]
16. Prof. Manuel Morales Rodríguez	[Handwritten Signature]
17. Prof. Milagros Castro Martínez	Exc.
18. Prof. María de los A. Larracuenté Martínez	Excusado
19. Dra. Janitza Saavedra Lugo	Excusado
20. Dra. Yashira Valentín González	[Handwritten Signature]
21. Sra. Grisell Boti Nieves	Excusado
22. Sra. Brunilda Silva Gracia	[Handwritten Signature]





## Faculty Meeting

### Diary

**Date:** Thursday , January 18, 2024

**Time:** 10:30 – 11:30 am

**Location:** Room SH-404

#### Goals:

This second faculty meeting of the 2023-2024 academic year has the following objectives:

1. Provide a space to share in person again
2. Introduce new team members
3. Review the director's plans
4. Know the achievements obtained during the first semester
5. Share ideas to advance PPM plans
6. Emphasize collaboration for the reaccreditation process by CAEP

#### Subjects :

1. Welcome – Prof. Silvestre Colón, Assistant Dean
2. Scorekeeper assignment – Dr. Santiago Méndez
3. Purposes of the meeting – Dr. Santiago Méndez
4. Approval of previous minutes – Mrs. Brunilda Silva
5. Presentation of allied professors from other departments
6. Review of director's plans – Dr. Santiago Méndez
7. Achievements during the first semester
8. Projections for the second semester
9. Others
10. Support from the faculty to continue full of energy and collaborate in the reaccreditation processes
11. Thanks
12. Closing



University of Puerto Rico  
Mayagüez University Campus  
Dean of Academic Affairs  
TEACHER PREPARATION PROGRAM

**FACULTY MEETING**

Minutes of the Regular Meeting of the Faculty of Teacher Preparation Program  
Held on Thursday, January 18, 2024, at 10:30 AM in room SAHI 404.

**TEACHERS PRESENT:**

Dr. Carmen Bellido Prof. Ismael Acosta Dr. José Ferrer  
Dr. Grisel Rivera Dr. Janette Ferrer Dr. Santiago Mendez  
Dr. Rebeca Orama

**GUESTS:**

Prof. Silvestre Colón Dr. Carlos Quiñones Dr. Iris A. Figueroa  
Dr. Yashira Valentín Prof. Manuel Morales  
Dr. Edgardo Lorenzo

**EXCUSES:**

Dr. Nancy V. Vicente Dr. Gustavo Cortina Prof. Milagros Castro  
Dr. José R. Ferrer Dr. Reinaldo Rosado Prof. Melissa Báez  
Dr. Janitza Saavedra Prof. María de los A. Larracuenta

The meeting began at 10:33 in the morning. The meeting is chaired by Dr. Santiago Méndez Hemández, Director of the Teacher Preparation Program (PPM).

Dr. Santiago Méndez Hemández greets and welcomes the PPM faculty and introduces the guests:

- o Prof. Silvestre Colón, Interim Assistant Dean of Academic Affairs
- o Dr. Yashira Valentín of the English Department
- o Dr. Carlos Quiñones from the Department of Kinesiology
- o Dr. Edgardo Lorenzo from the Department of Mathematics
- o Prof. Manuel Morales from the Department of Kinesiology

Prof. Silvestre Colón, Dean, greets those present and expresses that recruitment to the Teacher Preparation Program (PPM) has been aggressive and is making the difference between PPM graduates and those who are not. He adds that the Special Education program has increased and that the population that is arriving is not the same as it was 5 years ago. Recognize the commitment of office staff. Likewise, he thanks Dr. Rebeca Orama for her availability to offer courses in the Program. He hopes there will be strength in the areas of Physical Education and Mathematics Education. He wishes everyone an excellent semester, better than the previous one.

Dr. Méndez appreciates the Dean's assistance and his collaboration with the Program. Welcome the PPM teachers and indicate that the semester begins full of positive energy. He also expresses that this meeting will be an exposition meeting, it will explain where we are and where we are going.

The Minutes of the previous meeting held on August 17, 2023 are pending approval. The Secretary of the Program, Ms. Brunilda Silva, requests recommendations. Since there were no suggestions, Dr. Bellido presented a motion to approve the Minutes. Dr. Méndez seconded it, and it was approved.

It indicates that the accreditation coordinator, Dr. Bellido, will hold meetings related to the CAEP accreditation of the PPM and Dr. Rivera, coordinator of Methodology and Practice, will also meet with the Faculty for matters related to their areas.

Partial professors from other Departments who join the team are given the opportunity to express themselves. Dr. Edgardo Lorenzo, who appreciates the opportunity to resume the initiative, indicates that he is a graduate of the Mathematics Education Program and was previously supervising internship students and He is gladly back in the process. From the English Department, Dr. Yashira Valentin, who is also a PPM graduate, expresses that initially she was not interested in Education until she discovered it and fell in love with the profession. She was a teacher and led several schools and upon completing her doctorate she is excited to contribute to the program that collaborated a lot in their training. From the Department of Kinesiology, Prof. Manuel Morales comments that he is also a graduate of RUM. He worked for 20 years as a teacher in the Department of Education and is grateful for the invitation to collaborate with the Program. Dr. Méndez thanks Dr. Carlos Quiñones from the Department of Kinesiology for his commitment to the students and the country's Education. He will be offering an Ad-Honorem course this semester and has worked collaboratively with the Program since last semester. Also, thank Dr. Iris Figueroa for her availability.

Dr. Ferrer is teaching Special Education courses this semester. In addition, the computer program began with 13 students who began the Technology Program, those are the TEED courses, the program was expanded with new courses, because they did not comply with the DE, but now they have the complete courses. People can start taking all of our sequential and end up with a specialty in Special Education as well as resource teachers in computer use that already started last year.

Dr. Méndez states that the Program's enrollment is so high that they have stopped offering courses due to lack of teachers. So in summer there will be an offer. And teachers keep calling the office requesting courses they need.

From the Department of Social Sciences, Dr. Gustavo Cortina joined the Program last semester and will continue to collaborate with the Educational Psychology courses. Dr. Reinaldo Rosado also joins for the Human Development course. Today they are not present because it is probable that they are in a meeting in their Department, but you will see them at the next meeting.

Dr. Méndez begins by reviewing the Director's short- and long-term plans. The short-term plans have already been worked on and the long-term plans for the academic year 2024 onwards include designing, approving and initiating other offers of new programs in moderate modalities to emerging students. They are very excited about the vocational and occupational area, because there has been a lot of demand in that area. For example, the Methodology course is no longer a Business Administration course, but rather a vocational and occupational professions course. That includes nurses, graphic designers, cinematography, etc. Work will also be done to streamline processes and services by incorporating emerging technology. And design, approve and start the Active PPM Project in the School Community, which will be considered emblematic and will incorporate the students of the Association of Future Teachers.

He adds that the administrative reality has already been worked on in accordance with the needs of the PPM. Please request that requests related to the Program that were previously sent to Mr. Ismael Acosta or Mrs. Brunilda Silva be sent to him directly to organize tasks since sometimes colleagues become overloaded. This is to be able to manage the procedures and prioritize office matters. Reports

that alliances have been established to expand the exposure of the PPM on the radio, press and social media. He has already gone to radio interviews on WABA la Grande, Radio Universidad and Radio Amor and will have a space for his own initiative in a program that he will call "to reflect and act." The newspaper Visión published an article today and was asked to write an article related to Education. Next week he will be doing a radio interview on the Radio Sol de San Germán station.

He mentions that courses that previously had prerequisites now do not have them. Work has also been done on updating courses that did not meet the requirements of the new Regulations of the Department of Education (DE). For example, the course EDPE 3129 – The use of the microcomputer in the classroom, was changed to EDPE 3077 – Integration of Technology with Distance and Virtual Teaching Strategies. STEM course was added that the new DE Regulations are requiring. All students have been oriented with the new DE Regulations of 2022. We have Special Education students and it has been announced that at the Mayagüez PPM we have more solidity in offering Education courses. All pamphlets were also reviewed and updated and uploaded to the PPM page.

He reports that he was appointed as Advisor to the Alliance Schools of the Department of Education and they are working to modify the Agency's Regulations and they will soon be incorporated into the new version of the Teacher Certification Regulations. It was a mistake to eliminate the Human Development course and the Evaluation and Measurement course. Without these courses, the student cannot be taught how to design tests or how to have evaluation instruments. The Specifications Sheet is also necessary to design an exam.

The offer will be expanded with Special Education and Montessori courses that are approved with the UPR and the DE and are expected to begin next semester in August. The PPM is a provider of Montessori courses under the requirements of the new Regulation at the secondary level. Thank Dr. Rivera for the collaboration and for the EDPE 4055 course. In the closing activity of the teaching practice, teachers and students will be recognized for their achievements. The DE have been integrated to collaborate with the accreditation of the *Council for the Accreditation of Educator Preparation* (CAEP) and have representatives for meetings, so they will be invited and their work will be recognized.

**Report from Dr. Carmen Bellido :**

Greet those present. Comment that different reports have been prepared for the *Teacher Report Card* through meetings with the DE. Future plans include designing other offers. He expresses that there is a lot of demand in the vocational area (4059). Be skilled in technology. Incorporate the Association of Future Teachers into the community.

They were working on the self-study and were given an extension of the date until January 30, 2024 to submit the report. One of the reasons it took so long to collect data for this report is that they did not have the information available. Therefore, it is suggested that as soon as the semester ends, submit the last practice evaluation sheet and send it to the PPM email, [ppm@uprm.edu](mailto:ppm@uprm.edu), because copies are made from there to compile and save the information. That sheet consists of 2 important things, a practice evaluation sheet and the rubric to evaluate the electronic portfolio with the teacher candidate's work sample that also has a standardized sample rubric that everyone should use. During this semester he will be offering a workshop in Teams to interns on the electronic portfolio and he would like the teachers to be in the workshop that will be recorded so that they can review it. It is important to be consistent in the way the teacher candidate is asked for the work sample document. Those who have doubts can approach her to give details. In practice, there is no final exam, but rather students submit a link that contains a single document that includes the sample of work of the teacher candidate, which is like an *Action project* where they give a week of classes and do pre-test and post-test, and the class days are analyzed. You have examples of projects that you can show them. It is

one of the most important things, there are 2 complete evaluations to say that we are a Program or Unit and all teachers of all subjects have to use it. Dr. Quiñones asks if the Excel workbook is the same and if it can be sent to him by email. Dr. Bellido indicates that it is the same and that it is also available on the Teams channel. In another matter, he reports that for the CAEP virtual visit, during the date of June 17-19, 2024, the entire Faculty will be summoned to speak with them, including all the professors of this semester.

**Report by Dr. Grisel Rivera :**

Greet those present and inform them that they will be meeting with the Teaching Practice Supervisors for orientation. He adds that this semester Methodology and Practice will be offered and that at the moment there are over 30 Methodology students and 37 teaching practice students. He decided to take this semester to offer them workshops, based on suggestions from CAEP graduates and evaluators. Sent by email the calendar of workshops that are expected to be offered in the Cells Building, except for the technology workshop that may be offered in ADEM 339. Request that they make arrangements for the closing activity of teaching practice, which is expected to be take place on Friday, May 3, 2024. It is a beautiful exchange experience and the Deans of Academic Affairs and the Rector usually attend. He says he wants to meet in the coming weeks to talk about documents needed by CAEP, among other matters. They are in the process of locating students for the required observation hours and letters will be sent to school directors and cooperating teachers. In Physical Education, you need to know who the teachers are to issue the corresponding letters. In February, the Cooperating Teacher course will be offered free of charge for those interested in receiving PPM students. Interns will begin visiting schools on February 1st and are expected to complete a minimum of 180 hours during the semester.

Dr. Figueroa states that in the description of the practice course she indicates that students must observe a minimum of 4 hours a day, for a total of approximately 20 hours a week.

Dr. Orama suggests telling students that they will be here until the last day of school, even if they finish the 180 hours of observation.

Dr. Quiñones mentions that he understands that one hour is for planning, another hour for class, and another hour for observation, and if there is another student it is good that they go and give *feedback*.

Dr. Bellido comments that for CAEP accreditation, if you have more than 180 hours, the better.

Dr. Rivera adds that this will be specified in the orientation scheduled before the workshops and the observation requirements will be emphasized.

On another matter, he states that the third volume of Impacto Educativo Magazine is going to be published. There will be 7 topics and several participants, of whom thanks to Dr. Méndez, Dr. Bellido and Dr. Ferrer. Other teachers who are doing research with their students can be invited to add their topics and experiences. You would like to receive collaboration on topics of Virtual Reality, Artificial Intelligence, Immersive Learning, Virtual Laboratory, Inclusivity in Education, among others. He informs that Prof. Mayra Bellido is the editor and Dr. Ferrer is the one who puts together the magazine in digital format.

**Report of the Office of Administrative Affairs**

62 physical plant orders have been attended to. At the moment, there is a critical situation because there is no janitor assigned to the second and fourth floors. An employee is collaborating, but he is on loan.

It is requested that the Faculty bathrooms not be left open, because students are accessing them. The classrooms have been remodeled and prepared for hybrid courses. These renovations are covered with RUMEX funds. The PPM office will also be remodeled. The Engineer has already made the design and it is in process, perhaps at the end of the semester the office staff will relocate so that they can begin work. The permits are pending at the Administration. The elevator for people with disabilities will be discarded.

**Report from Prof. Ismael Acosta (Student Affairs Officer):**

Professor Acosta expresses that there are courses planned for summer and more are being chosen so that students can take all the courses required in the new DE Regulations. It is expected that there will be 2 courses for June (EDPE 3077 and EDES 4055) and 2 for July (EDFU 3007 and EDFU 4019). At the moment there are more students interested in the Curricular Sequence than there are resources.

Dr. Quiñones expresses that the Dean and Rector know. Professor Acosta indicates that yes, they are aware and will issue special registration for the PPM.

It informs that registration for the PCMAS opens on January 22, that a form was prepared to collect basic data from interested parties and thus complete registration. The exam will be on March 9, 2024. The DECEP will be organizing the Reviews for the PCMAS. Regarding the enrollment process in the PPM, he mentions a situation that students have had and that is that the system requires them to have a medical plan, so they have to communicate about Medical Services and prove if they have one in order to then be able to enroll. There were also situations with the enrollment of the PR and US History courses, but spaces opened up, and Dr. Barbot collaborated in the process. 2 distance courses were also opened for our students.

**Closing of the meeting :**

Dr. Bellido presents a closing motion that is seconded by Dr. Lorenzo.  
Dr. Santiago appreciates everyone's comments and participation.

Finished at 11:41 in the morning.

Prepared by: Brunilda Silva Gracia  
Reviewed by: Dr. Santiago Méndez Hernández