



Kentucky Environmental Education Council (KEEC)
Certification Advisory Committee Meeting Minutes
March 3, 2015

Meeting Location: Room 1901, Capital Plaza Tower, 500 Mero Street, Frankfort, KY

Meeting Time: 1:00 p.m. Eastern

Committee Members in Attendance: Elizabeth Schmitz, Ashley Hoffman (by phone), Carroll Young (by phone), Henrietta Sheffel (by phone), Roberta Burnes (by phone), Kazi Javed (by phone), Cheryl Messenger (by phone), Ginny Lewis (by phone), Pattie Stivender (by phone), Deb Spillman (by phone), April Haight (by phone)

Absent Members: Joe Baust, Billy Bennett, Vivian Bowles, Doug McCoy, Peggy Nims, Merin Roseman, Melinda Wilder, Terry Wilson, Carol Young

Other Staff in Attendance: Michelle Shane, Wesley Bullock

Others in Attendance:

Roll Call and Introductions

- Elizabeth Schmitz called the meeting to order after introductions. She called the roll of participants and notified everyone that the call was being recorded.

Renewal Course – January 2015

- Elizabeth reviewed feedback from participants in the renewal course
 - 88% of participants preferred the webcast/recording format to alternatives
 - Some participants requested a greater focus on EE news
 - Some requested holding the webcast earlier to help with filling out Continuing Education reports
 - Some requested keeping the course consistent so that it requires less adaptation from year to year
- Wesley reviewed the results of the survey from the renewal course regarding the CE process
 - Some participants had trouble with submitting the form, either technically or understanding the requirements
 - The main request for change was using online submission
 - The main issue with submission was problems on Mac computers
 - An equal number of comments requested no changes so that participants could get familiar with the process
- Wesley reviewed renewal requirements for NAAEE accreditation of the certification course
 - Once added requirement of renewal is information that shows the impact of the program through things such as increased employment opportunities and improved environmental outcomes

- Wesley asked for input on whether to track some of this data through the CE Report form now, or wait until after accreditation
- The committee suggested the following outcomes to measure for this purpose:
 - Access to classrooms (number of visits, schools, or students reached)
 - Outreach to those who are not currently working in EE to pursue a career in the field
 - How much the certified educators are evaluating their own programs
 - Survey of how much they use their knowledge on a daily or weekly basis
 - Measuring increasing environmental awareness among students
 - Measuring the changes in self-assessments before and after the course
- Elizabeth suggested collecting this information in the survey instead of in the CE Report form

Reinstatement Course

- Ideas from the October CAC meeting for content of the reinstatement course
 - Evaluate their own or someone else's EE program or curriculum based on the Guidelines for Excellence in EE
 - Favored by the committee
 - Evaluate the sustainability practices in their own or someone else's organization
 - Would require some work to define "sustainability"
 - Spend time developing or implementing objectives from the EE Master Plan, such as conducting research or helping with marketing of programs
- Input from the committee on whether each of these is a viable choice, keeping in mind:
 - The reinstatement should be stringent enough to discourage skipping the renewal course
 - It should not be punitive
 - Reinstatement should be available only to those who have skipped renewal for three years or fewer
 - Should be easy to administer on the part of staff and the committee
- Number of hours required
 - 15-20 hours were suggested as the minimum number to ensure that reinstatement is not an attractive alternative to yearly renewal
 - Hours could be logged or verified with a signature
 - The committee consensus was a 20-hour minimum
 - If a program evaluation, for example, took less than 20 hours, then another one could be completed to meet the hours requirement
- Target date for announcing the reinstatement course
 - At least 3-4 people are pushing for the course to be released so they can begin as soon as possible
 - A pilot course was suggested. There were concerns that it remain consistent so that some do not have an easier path than others, but that was seen as an incentive to participate in the pilot.
 - Summer rollout for the program/materials evaluations and Master plan implementation, with Henrietta and Pattie offering to help in late May
 - Later rollout for sustainability piece, with the help of April Haight starting in May
- Cost of the reinstatement course
 - \$50 fee
 - Should go up each year that the certification is lapsed

- An amnesty, or lower cost, was suggested as an incentive for reinstatement

2014-15 PEEC Course

- Elizabeth and Wesley gave an update on the current Professional Environmental Educator Certification course
- Workshop 1 continues to be overloaded with material
- Workshop 2 worked well with a new instructor, Jenny Howard Owen, in addition to Jane Eller, the introduction of new material about Kentucky ecoregions
- Workshop 3 benefitted greatly from the support of the Louisville Zoo as host of the workshop and a wonderful behind-the-scenes tour. The workshop was shortened by a day because of weather, but most of the material will be made up in Workshop 4.
- Instructors continue to get outstanding evaluations. Workshops also get high marks, with the exception of food and lodging.
- Started with 25 participants, with 22 remaining
- 9 scholarships, with a total of \$6000, were given to students from the TMMK grant in the form of reimbursements for expenses. Some scholarship recipients were unable to finish, so their remaining scholarship money will be distributed to other course participants.
- The Student Teaching project is greatly expanded to meet NAAEE competencies. Each student will deliver an EE lesson and be observed by a Certified Professional Environmental Educator.
- All members of Certification Advisory Committee are invited to attend graduation.

Questions and Announcements

- Master Environmental Educators will be recognized and given certificates at the Professional Environmental Educator Certification course reunion in May
- Guests will be invited to attend as well