



Quarter (1st, 2nd, 3rd, or 4th): Q2 - 2022 PR Award #: P116T210022
Institution Name: Minnesota State Colleges and Universities
Project Title: 84.116T This is a Minnesota State Colleges and University system-wide project that expands OER opportunities for Teacher Education.
Project Director (PD): Timothy Anderson
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Current Status of the Work:

Program Management

1. Are there any changes to key personnel positions? If so, explain.
Not currently
2. List which members of the advisory group have made direct contributions to the project goal(s) during this reporting period and briefly describe the contribution to the project.
We have secured membership from PELSB and Minnesota Department of Education to our teacher education advisor group (TEAG)
The PELSBI and the MN Dept of Ed had supplied us valuable information regarding best practices for mapping of teacher education standards across states
3. Are you on track to spend funds in accordance with the timeline of proposed activities/expenditures? If not, then explain.
Yes, during Q2 2022, Minnesota State mapped out expenses against income and we will meet budget. We are submitting a revised budget along with this status update to include additional funds that we were informed we would receive.



4. Have you draw down funds in G5 to pay for expenses in a timely manner?
Invoicing against funds will begin in Q2 2022

Program Performance

1. Describe the activity(s) and its objective(s) and the tasks completed for the reporting period.
 - a. **Milestone 1:** Create a project foundation
 - i. Description: Create a foundation that minimizes time and effort for project team members
 - ii. Activity Objective(s) and the tasks completed:
 1. **Milestone completed**
 - iii. What was the impact/outcome of the activity objectives and tasks?
 1. Project team has access to project information including milestones, tasks, meeting information, resources related to teacher education (standards, existing OER, etc.)
 2. Authors have access to resources and previous meeting information (slides, recordings, etc.).
 3. Legislators and the Department of Education have access to the project update website.
 - iv. Please discuss if you're experiencing problems or challenges.
 1. None at this time
 - v. Is the activity concluded? What objective or task is the priority for the next reporting period?
 1. **Yes**, although the adjustments may be made to the administrative structure as the project proceed. The project website will also be continuously updated
 - b. **Milestone 2:** Create Author Teams
 - i. Description: Identify Minnesota State faculty to author one or more of the six courses being redeveloped for this project
 - ii. Activity Objective(s) and the tasks completed:
 1. **Milestone completed**
 - iii. What was the impact/outcome of the activity objectives and tasks?
 - iv. Please discuss if you're experiencing problems or challenges.
 - v. Is the activity concluded? What objective or task is the priority for the next reporting period?
 1. **Yes**
 - c. **Milestone 3:** Create Teacher Education Advisory Group
 - i. Description: Identify Minnesota State and industry partners to participate on the TEAG
 - ii. Activity Objective(s) and the tasks completed:
 1. Added outside participants from industry (PELSBI and MN Dept of Education)



- iii. What was the impact/outcome of the activity objectives and tasks?
 - 1. A greater diversity of participants that ensure we consider state and national standards for teacher education
 - iv. Please discuss if you're experiencing problems or challenges.
 - 1. None at this time
 - v. Is the activity concluded? What objective or task is the priority for the next reporting period?
 - 2. **Yes**, the TEAG is formed. We will hold regular meetings and replace members, as needed, as the project progresses.
- d. **Milestone 4: Secure Third-Party contracts for editing and illustration services**
- i. Description: Working with Scribe and University of Minnesota, secure contract for Illustration and Editing services to ensure high quality resources
 - ii. Activity Objective(s) and the tasks completed:
 - 1. Discussing additional scope to ensure high-quality resources.
 - iii. What was the impact/outcome of the activity objectives and tasks?
 - 1. Still engaged in discussions
 - iv. Please discuss if you're experiencing problems or challenges.
 - 1. None at this time
 - v. Is the activity concluded? What objective or task is the priority for the next reporting period?
 - 3. **No**.
- e. **Milestone 5: Create and Manage Contracts, MOAs, and Agreements**
- i. Description: Develop standard intra-agency agreements (IAA) for authoring, reviewing, and learning circle stipends. Create memorandum of agreement (MOA) with participating colleges and universities
 - ii. Activity Objective(s) and the tasks completed:
 - 1. IAAs have gone out for signatures from campuses for most of the authors. The remaining authors will not plan to start until our next fiscal year (July 1).
 - 2. Creating and RFP to procure videographer services for developing professional videos to support course resources
 - iii. What was the impact/outcome of the activity objectives and tasks?
 - 1. These IAAs and MOAs ensure participation and payment for development of course curriculum and resources.
 - 2. Having professional videos adds to the quality and eventual use of resources being developed
 - iv. Please discuss if you're experiencing problems or challenges.
 - 1. None at this time
 - v. Is the activity concluded? What objective or task is the priority for the next reporting period?
 - 1. **No**, we cannot send IAAs out for signatures for those faculty members starting



next fiscal year (July).

f. **Milestone 6:** Development of Course Resources

- i. Description: Create the foundation that allows the development of course resources
- ii. Activity Objective(s) and the tasks completed:
 1. Authors have been working on:
 - a. Defining course outcomes
 - b. Aligning outcomes to InTASC standards
 - c. Preliminary identification of summative and formative assessments
- iii. What was the impact/outcome of the activity objectives and tasks?
 1. The outcomes, standard alignment, and assessment will allow for more focused development of resources
- iv. Please discuss if you're experiencing problems or challenges.
 1. None at this time
- v. Is the activity concluded? What objective or task is the priority for the next reporting period?
 4. **No**, this milestone will be in progress for approx. one year.

g. **Milestone 7:** Secure Pressbook Contract

- i. Description: The end product for each course will be published in Pressbooks for consistent professional resources. Note, the cost of this subscription will NOT be paid by OTP funds but is an integral part of the project.
- ii. Activity Objective(s) and the tasks completed:
 1. Secure Contract
 2. Create Accounts for Each Author
 3. Enroll Each Author into the Pressbooks Community
- iii. What was the impact/outcome of the activity objectives and tasks?
 1. Contract was secured
 2. Each author team has access to create robust resources using Pressbooks
 3. Authors have access to Pressbooks resources through the Pressbooks Community (Minnesota State) to learn and collaborate
- iv. Please discuss if you're experiencing problems or challenges.
 1. None at this time
- v. Is the activity concluded? What objective or task is the priority for the next reporting period?
 5. **Yes**

h. **Milestone 8:** Pilot Teacher Education OER

- i. Description: Pilot each of the six teacher education courses at Minnesota State colleges and or universities
- ii. Activity Objective(s) and the tasks completed:
 1. Not Started
- iii. What was the impact/outcome of the activity objectives and tasks?

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1. Click or tap here to enter text.
 - iv. Please discuss if you're experiencing problems or challenges.
 1. None at this time
 - v. Is the activity concluded? What objective or task is the priority for the next reporting period?
 1. **No**

- i. **Milestone 9: Edit and Review Developed Teacher Education OER**
 - i. Description: Have developed resources edited and reviewed
 - ii. Activity Objective(s) and the tasks completed:
 1. Not Started
 - iii. What was the impact/outcome of the activity objectives and tasks?
 1. Click or tap here to enter text.
 - iv. Please discuss if you're experiencing problems or challenges.
 1. None at this time
 - v. Is the activity concluded? What objective or task is the priority for the next reporting period?
 1. **No**