

# Assessment Committee Meeting Minutes

October 9, 2018

211 Carmichael

## **In Attendance:**

Joy Burnham, Judy Giesen, Shari Gilbert, James Hardin, Cheng Hua, Jennifer Jolly, Lisa Matherson, Leah McCool, John Myrick, Matthew Curtner-Smith, Karen Spector, Cynthia Sunal, Stacy Hughey-Surman, Holly Swain, Stephen Tomlinson, Philip Westbrook, Kathy Wetzel, Liza Wilson, Anne Witt, Steve Yates, Shanikia Young

## **Introduction of Newest Member**

Liza Wilson introduced Jennifer Jolly, who is joining the committee as a representative of SPEMA.

## **Approval of Minutes**

Liza Wilson noted that the July minutes were not approved at the September meeting due to lack of time. Stephen Tomlinson motioned to approve the July minutes and Stacy Hughey-Surman seconded. The July minutes were unanimously approved. Stephen Tomlinson motioned to approve the September minutes and Cynthia Sunal seconded. The September minutes were passed unanimously.

## **Update on Curriculum Maps and Assessment Maps**

James Hardin noted that 64% of programs have started or have submitted their curriculum and assessment maps. Last year's reports were based off the old SLOs. The SLOs were changed last year for Advanced Programs based on feedback. All graduate programs will need to write their report based on the new graduate SLOs.

## **Update on Checkpoint Assessment Progress**

James Hardin mentioned that 68% of assessments have been completed for graduate-level checkpoint 1 for the Fall 2018 Semester. He asked that faculty be reminded to give feedback as soon as possible.

## **Update on CIEP Documents**

Kathy Wetzel noted that there is a CIEP document for InTASC Standards, and one for Content Standards. Nationally accredited programs do not need to complete the CIEP documents for the Content Standards. She stated that data section of the CIEP document should not be completed until Fall 2019 and the "What Did You Learn" section until after 3 years of data has been collected. She asked that programs start aligning their key assessments and curriculum sections to the standards and reminded that this alignment is due Monday, October 15<sup>th</sup>. These are parts 2, 3, & 4 of the CIEP Content document.

## **edTPA Help Session**

Shari Gilbert reminded the committee that the last edTPA help session is on October 17<sup>th</sup> in Graves 118 from 4-6pm. Liza Wilson noted the importance of faculty support during the process.

## **New Spring Dates for Timeline**

Liza Wilson referred to the display and requested items from programs to be included on the Spring 2019 schedule of due dates.

### **Discussion of Portfolio Rubrics**

The updated Initial, MA, and EdS rubrics were distributed to the committee. Lisa Matherson noted that changes were highlighted in yellow and were made based off of the feedback provided since the last meeting. After reviewing the three rubrics, Liza Wilson asked if we should keep the three rubrics or go back to two rubrics with slight changes to the Master's rubric. Cynthia Sunal made a motion to go forward with three rubrics, which was seconded by Anne Witt. The group voted unanimously on the three rubrics. A lengthy discussion concerning the three rubrics took place. After edits, updated rubrics will be sent for review and will be voted on electronically by the Committee members.

Liza Wilson stated that a Qualtrics survey will be sent to the Committee requesting recommendations for the Content Validity Panel.

The meeting was adjourned at 1:06pm.