Assessment Committee Minutes

April 14, 2020

Present: Tammy Brown, Joy Burnham, Yvette Bynum, Ashley Cawley, Judy Giesen, Matthew Curtner-Smith, James Hardin, Cheng Hua, Stacy Hughey-Surman, Frankie Laanan, Lisa Matherson, Leah McCool, June Preast, Mark Richardson, Karen Spector, Cynthia, Sunal, Holly Swain, Nicole Swoszowski, Stephen Tomlinson, Kathy Wetzel, Liza Wilson, Anne Witt, Steven Yates, and Akeisha Young

Liza Wilson welcomed new member June Preast to the Assessment Committee. She is representing School Psychology in ESPRMC.

Approval of March Minutes

March Assessment Committee minutes were reviewed by members prior to the meeting. Cynthia Sunal made a motion to approve the minutes, which was seconded by Stephen Tomlinson. The March minutes were approved unanimously.

Advanced Clinical Course(s) Identification

Lisa Matherson thanked the Committee members for submitting their verified Advanced Clinical Course forms (MA and EdS) at the last meeting. The pages from the handbook were screen shared and several programs were asked to ensure correctness or provide the courses for programs in their department.

Portfolio Support & Assessments

a. Via Portfolio Acknowledgement Statement
James Hardin shared the new Via Portfolio Acknowledgement Statement that was approved by the assessment committee. The acknowledgement and the agreement checkboxes have been added to the Via portfolio submission template. He noted that students will have to click two checkboxes stating that they acknowledge and agree to the information listed in the portfolio feedback statement. The students will have 10 days from the date of feedback submission to revise and resubmit their portfolios, if requested, which means students need to check their Via accounts regularly.

b. Candidate Performance Improvement Form Tab in Via
James Hardin referred to the screen share and reviewed the new Candidate Performance Improvement Form added to the portfolio submission template in Via. This was created to simplify the process when a student receives a score of unacceptable. It was stressed that this form should be used only if a student receives a score of unacceptable. The Committee provided feedback and made minor edits. James noted the "NA" column of the rubrics should be used when sending the portfolio back to students who are missing needed information or did not do something from a technical standpoint.

c. Portfolio Support
James Hardin noted that he had conducted four virtual portfolio help sessions made available to all certification students in the College. In addition, all certification students have been notified via email regarding the requirements and due dates.

Curriculum Mapping

Lisa Matherson has met with four programs to date for to discuss curriculum mapping for their programs. The remaining programs are scheduled for later this month. She mentioned that technology is a cross-cutting theme, and this is helping to identify gaps in the technology. Technology integration is a qualitative and quantitative need for our students and is a great help.

Upcoming Meetings

The next meeting will be Tuesday, May 12th at noon and most likely will be via Zoom. Liza asked if there are any Tuesdays that will not work in June & July for members to attend summer Assessment Committee meetings.

Announcements

Liza Wilson announced that edTPA first submissions were at a 96% pass rate on the first attempt. She noted that the next submission date is next Thursday, April 23rd.

Meeting adjourned at 12:41pm.