

## **Assessment Committee Minutes**

**Tuesday, December 8, 2020**

Present: Lucy Barnard-Brak, Bill Bergeron, Tammy Brown, Joy Burnham, Yvette Bynum, Judy Giesen, Carl Hancock, James Hardin, Stacy Hughey-Surman, Junfei Lu, Lisa Matherson, Leah McCool, Margaret Rice, Karen Spector, Holly Swain, Nicole Swoszowski, Kathy Wetzel, Liza Wilson, Anne Witt, Diana Winchester, Libba Woodruff, Steve Yates, Akeisha Young

### **Welcome and Introduction**

Dr. Wetzel introduced Diana Winchester as the newest member to the Assessment Committee. She is our performance and assessment instructor and will work with edTPA and state review.

### **Approval of November Minutes**

The Committee reviewed the November minutes. Margaret Rice motioned to approve, which was seconded by Joy Burnham. The November minutes were approved unanimously.

### **Teacher Internship Observation Tool Update**

Tammy Brown discussed the votes received from the Assessment Committee regarding which tool, eleot or CPAST, will be used by the College for internship assessment. After further discussion, it was decided to use both tools in a pilot during the spring semester to determine which would be most beneficial for the College to adopt.

### **Continuous Improvement Updates**

#### **Annual Report**

James Hardin noted that the assessment staff are actively reviewing the annual report submissions to provide feedback for departments, before sending to the Office of Institutional Effectiveness (OIE) in January. All reviews will be sent back to programs before Christmas break.

#### **Curriculum Mapping**

Lisa Matherson noted that OIRA had formatted the syllabi templates to include the mapped standards (ISTE, ACTS, etc.) for all levels (initial, MA, EdS). She is still working with OIRA in getting the Advanced Clinical statement added to the appropriate courses for the MA and EdS levels. She asked all faculty to check their syllabi, if they are teaching a mapped course, to make sure that standards are included. The curriculum mapping spreadsheet can be found on the Assessment webpage.

## **2<sup>nd</sup> Assessor Assignment**

Liza Wilson reminded the Assessment Committee of the process that was passed to add a second assessor to a randomly selected 5% of portfolio submissions at checkpoint 2. This process is part of our efforts to ensure that our instruments are reliable and valid. She reminded the Committee that the membership had decided and approved to begin this process with the fall 2020 term.

## **Portfolio Assessments**

James Hardin asked that faculty check their workloads in Via to ensure their accuracy. SCTL's due date is tomorrow (12/9); all other programs' due dates have already passed. Liza Wilson added that emails will be sent to program coordinators this afternoon, with names of students who have not submitted their checkpoint three portfolios. Remember that an unacceptable at checkpoint 3 does not allow a student to graduate.

## **Advanced Clinical Course Rubric--Content Validity Discussion**

The Committee broke into groups to provide comments on the content validity process of the two rubrics. The groups are Teaching and Learning, Professional Learning, Instructional Practices, Diversity, and Content Knowledge.

- Teaching and Learning (MA rubric only)
  - Margaret Rice made a motion to rephrase directions in the cover statement, which was seconded by Carl Hancock. The change was approved unanimously.
  - Margaret Rice made a motion to add definitions of motivation and engagement, which was seconded by Steven Yates). The definitions were approved unanimously.
  - Margaret Rice made a motion to change the wording "supportive school environments" to "all school environments" in the description column, which was seconded by Carl Hancock. The change was approved unanimously.
  - Yvette Bynum made a motion to add a statement to the assignment to address that education leadership is not just for classroom teachers, which was seconded by James Hardin. The change was approved unanimously.
  
- Diversity (MA & EdS rubrics)
  - Steven Yates made a motion to add cultural assets, amended to "needs, strengths, and cultural assets" and to define assets to the MA and EdS rubric, which was seconded by Karen Spector. The change was approved unanimously.
  - Steven Yates made a motion to consider a definition of diversity from our dispositions rubric to be added to MA and EdS rubrics as well, which was seconded by Bill Bergeron. The definition was approved unanimously.
  
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### Content Knowledge (MA rubric)

- Steve Yates made a motion that more consistency be provided for the Advanced level with the rest of the levels on the MA rubric. He proposed the wording “Determines the effectiveness of learning experiences created to make the content meaningful to learners by integrating technology and critical perspectives using informed disciplinary practices”. This was seconded by Karen Spector. The change was approved unanimously.
- No change was made to the EdS rubric.

### Instructional Practices (MA rubric)

- Joy Burnham made a motion to leave the MA rubric as is, which was seconded by Judy Giesen. This was approved unanimously.

### Professional Learning and Ethical Practice (EdS rubric)

- No change was made to the MA rubric.
- James Hardin made a motion to reword the definitions for determining and evaluating, which was seconded by Margaret Rice. The change was approved unanimously.

The assessment team will work on adding the comments to the rubrics and will send out once completed for a digital vote.

### **Dates for Spring 2020**

The Assessment Committee will continue to meet the second Tuesday of each month from noon to 1:30 pm for the Spring semester.

Meeting adjourned at 1:35pm.