

Assessment Committee Minutes May 11, 2021

In Attendance: Bill Bergeron, Lucy Barnard-Brak, Tammy Brown, Joy Burnham, Yvette Bynum, Judy Giesen, Carl Hancock, James Hardin, Cheng Hua, Junfei Lu, Lisa Matherson, Margaret Rice, Matthew Curtner-Smith, Karen Spector, Stacey Hughey-Surman, Holly Swain, Nicole Swoszowski, Kathy Wetzel, Liza Wilson, Diana Winchester, Libba Woodruff, Steven Yates, and Akeisha Young

Welcome and Approval of the April 2021 Minutes

Dr. Carl Hancock made a motion to approve the minutes from the April meeting. Dr. Joy Burnham seconded the motion. The minutes were unanimously approved by the Committee.

eleot and CFAST Presentation and Discussion

Dr. Tammy Brown discussed, in great detail, the CFAST and eleot assessment instruments as potential replacements for current internship forms (CP 280 and CP 285). She projected both instruments during her discussion for the Committee to see the format and expectations. The eleot and CFAST assessments would be completed twice (once in each placement for students who have two placements) during the internship, with the CFAST being completed toward the end of the placement. Dr. Brown will make the same presentation later in the week to the Clinical Experiences Advisory Committee (CEAC). After the presentation, a recommendation will be formally made, and the Assessment Committee will electronically vote regarding adoption of the forms. Dr. Brown also discussed using the Pre-CFAST instrument during methods block placements, so that students would be familiar with the CFAST expectations and language during their internship.

Spring Assessment Updates

Dr. James Hardin and Dr. Lisa Matherson have been monitoring the student submissions and faculty assessments of the spring 2021 assessment process. Dr. Hardin has been actively working with department heads, faculty, and Via representatives to address any issues. Dr. Matherson will send out a progress report to each department head, program chair, and Via representative, indicating the students who have not submitted the required portfolio and the faculty who have not completed any required assessments. The Via representative will be asked to contact the students and remind them to submit their portfolios. Students who do not submit by May 28th will have a registration hold placed on their accounts.

CIEP Updates

Diana Winchester provided a CIEP update and stated she has been in contact with each of the faculty members who are required to submit CIEP reports regarding their progress. It is her hope that they will complete their reports by early fall 2021, to allow for a period of review before they are submitted to the state department. Dr. Judy Giesen indicated that the data from 2018-2021 needed for these reports has been compiled. Assisting Diana in her efforts has been Graduate Student James Moore.

CAEP Revised Standards

A. Family Engagement Curriculum Mapping

Dr. Lisa Matherson thanked those who submitted their Family Engagement Form before the meeting and requested that those who have not to submit as quickly as possible. As discussed in previous Assessment Committee meetings, CAEP has revised their standards for reporting and Family Engagement was one of the revised standards. The COE will be working with the local school districts regarding this standard.

B. DEI Definitions

The COE has worked hard to include diversity in all manner of content and assessments. With the addition of equity and inclusion to the CAEP standards, it was decided that a definition for these terms should be added to the COE assessment measures and handbook. A request was made to the Assessment Committee members who are also members of the COE DEI committee to share any information or resources that would help assist the COE in writing definitions for equity and inclusion.

Summer Dates

The Assessment Committee will meet twice during the summer – June 8th and July 13th. The meetings will be held on campus, but a Zoom option will be available for those not able to attend on campus.

New Business

Dr. Liza Wilson congratulated the Counseling Department for all their hard work in preparing for and completing their CACREP accreditation visit, and for responding to additional data requests. She also thanked the committee for persevering and working hard through an unusual year caused by COVID.

Dr. Matherson requested that each department upload their department and program minutes to the Box folder before they leave for the summer months.

Meeting adjourned at 1:10 PM