

Assessment Committee Minutes June 14, 2022

Present: Lucy Barnard-Brak, Bill Bergeron, Tammy Brown, Joy Burnham, Carl Hancock, James Hardin, Stacy Hughey-Surman, Junfei Lu, Lisa Matherson, Leah McCool, Mirai Nagasawa, Karen Spector, Nicole Swoszowski, Liza Wilson, Diana Winchester, Anne Witt, Libba Woodruff, Akeisha Young

1. Approval of the Minutes

Lucy Barnard-Brak made a motion to approve the May Assessment Committee minutes. This was seconded by Bill Bergeron. The May minutes were approved unanimously.

2. CAEP Updates

The CAEP Self-Study Report (SSR) has been submitted, in addition to the 2022 CAEP annual report. We anticipate that formative feedback on the SSR will be received in August or September 2022. The CAEP on-site visit and review will be held from February 5-7, 2023. The A-Team will share select areas of the SSR with the committee next month.

3. Academic Program Review

Guest Presenter: Dr. Jonathan Wingo

Jonathan Wingo shared processes used by the Department of Kinesiology, as well as experiences/takeaways and recommendations for going through UA's Academic Program Review process. He recommended using Microsoft Teams, or a similar platform for sharing files and communicating with others working on the review. He also recommended creating tasks for each person, creating soft deadlines, and knowing who to reach out to for specific projects. When asked for narratives, KIN submitted bullet points as opposed to lengthy paragraphs. Jonathan highly recommended reviewing the samples provided by the Office of Institutional Effectiveness. He noted that the Bureau of Labor Statistics is a great place to look for data and trends within your field. For more specific data about your department (i.e., how many students enrolled vs. how many were accepted) reach out to the Graduate School and COE's Student Services. OIE will give a deadline for when the review is due, and the Assessment Team will ask to review it a couple of weeks prior to that in order to provide formative feedback. In addition, he indicated that it was helpful to the KIN department to create soft deadlines along the way to ensure that they were staying on track. He noted that the process will occur every 8 years, but with this being the first review of this type only 5 years of data will be collected. After the review, it is helpful to develop a sustainable process for everything, so when you go through the process again, it will be much easier pulling information.

4. UA Annual Reporting Updates

The College of Education has received feedback regarding its annual reports from the Office of Institutional Effectiveness. The feedback was generally positive. Akeisha Young indicated that the COE is one of only two colleges on campus that did not have to resubmit any reports. However, it was noted that some programs have feedback that will need to be addressed in future cycles.

5. Pre-CPAST

The Committee voted for each program to use the Pre-CPAST at least once in a semester prior to internship. It will not be reported out like the CPAST. Each program will be responsible for selecting the practicum course during which the Pre-CPAST will be administered. Like the CPAST, the Pre-CPAST is valid and reliable, however only the data for the Pre-CPAST will be for in-house use only. The Pre-CPAST should be used towards the end of a pre-internship experience (usually the final week) and will involve a three-way conference. For this reason, it should be completed in a course where there is a University supervisor. Please let Dr. Tammy Brown know to which course you will align the Pre-CPAST by the end of July.

6. Portfolio Updates

- If your program has not provided submission due dates for next year (2022-23), please send those to Akeisha as soon as possible. Please let her know of any changes made to your deadlines. Any deadlines will be posted to the COE Effectiveness and Continuous Improvement (ECI) website and the student assessment page.
- Faculty assessors for summer checkpoint 1 assessments have been assigned. The deadline to submit assessors was June 1st so please send those names to Akeisha if you have not done so already.
- Candidates assigned to checkpoint 3 for summer 2022 have already been received. Please confirm the list with James Hardin if you have not confirmed yet, so they can be put into a SLL activity.

7. Continuous Improvement Updates

If departments and programs have any changes to faculty/staff members serving in roles involved in the continuous improvement process (i.e., program coordinators or SLL representatives) they need to contact the Assessment Team with those updates.

Meeting adjourned at 1:13pm