

Minutes from the COE Assessment Committee Meeting
Thursday July 19, 2007
2:30-4pm
631 Aderhold Hall

Attending: Kathleen deMarrais, Jamie Lewis, Sandi Glass, Gayle Andrews, Kristi Leonard, Linda Gilbert, Mary Ann Fitzgerald, Dave Wynn, Krista Vanderpool

Pam Paisley opened the meeting by giving a brief update on the program coordinators meeting that was held on July 12. One of the tasks that came of the program coordinators was for the assessment committee to develop a scale for a summative evaluation that could be used across all programs.

P-12 Advisory Committee

COE needs a 10-15 person committee that would meet possibly twice a year.

Possible members:

- 2 elementary teachers
- 2 middle school teachers
- 1 technology person
- 1 media person
- 1 principal
- 1 superintendent
- 1 special Education person
- 1 counselor, school psychologist, or speech language pathologist
- 2 high school teachers
- Associate Dean for Academic Programs
- 1 member from the assessment committee

The committee would look at the assessment system and provide recommendations to the college. The committee would also provide feedback on what is going on the schools.

The college of education would create a website that would hold meeting materials such as agendas and minutes from meetings. It would also have a discussion board where members could talk. The college would invite 1 person from each program to participate in the electronic discussions.

A survey went out to the program coordinators asking for input on how their programs work with the P-12 community.

Task: Pam Paisley will start a proposal and Sandi Glass will take the lead for getting the technology set up.

Scale for Summative Evaluation

The committee proposed a scale of:

- 4- Greatly Exceeds Expectations
- 3- Exceeds Expectations

- 2- Meets Expectations
- 1- Does Not Meet Expectations
- Other (withdrawal/ counseled out)

Task: Kathleen deMarrais and Pam Paisley will write a memo to explain the context for the scale and will send the proposed scale out to the program coordinators for feedback and approval.

Review of Spreadsheets

Kathleen deMarrais handed out 5-unit assessment system excel spreadsheets they were also sent to the committee electronically.

Task: Please review the spreadsheets and provide any feedback/changes that you may have. Send any changes to Krista Vanderpool by Wednesday July 25, 2007.

Draft of COE Brochure

Kathleen deMarrais handed out a draft copy of a flyer for NCATE.

Task: Please review and send any suggestions to Krista Vanderpool.