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College of Education Assessment Committee Meeting: 2012 : 12 : 04

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Assessment Committee Meeting Minutes  
December 4, 2012, 1:00 p.m. – 3:00 p.m.

Members Present:  Drs. Bonnie Braun, Alex Brice, Lyman Dukes, Olivia Hodges, Cynthia Leung, Terry Rose, Zafer Unal; Ms. Jennefer Khattabi and Ms. Rebecca Ogletree

Welcome and Announcements
Ms. Ogletree welcomed the committee members. The agenda was modified due to a conflict in Dr. Dukes’s schedule, and the minutes from the previous meeting were approved.

Agenda Modification: New Business
ESOL CDN Requirements for Final Internship – Dr. Dukes brought to the committee’s attention that the current prerequisite for final interns to have completed 3 of 5 ESOL CDN requirements was not consistently listed in the catalogue. Of the 92 candidates for Fall final internship, none had met the proposed prerequisite, but this group was not required to have a rating of fulfilled in 3 of 5 areas. Because of the catalogue discrepancy, candidates for Spring final internship were administratively exempted from the requirement. With the new electronic assessment system being developed, Dr. Dukes asked if the committee would support removing the prerequisite that 3 of 5 ESOL CDN requirements be fulfilled by candidates prior to final internship.  

Action: Dr. Brice moved to eliminate the requirement from the catalogue. Ms. Khattabi seconded the motion, and the committee unanimously approved that the language be removed from future catalogues.

Annual Schedule for Reporting to the Assessment Committee
Standards Based Education Completers Report – Dr. Unal shared that all 62 candidates enrolled in EDG4012 for Fall 2012 responded with submissions to the CDN with reviews beginning January 15, 2013. Candidates are free to select the FEAP to which they will respond. Dr. Unal said most respond to AP5 due to the nature of the courses taken during the first semester. There were 21 candidates enrolled in EDG 4012 during the Summer, and all 21 submitted to the CDN. Of these 21, 17 received a rating of emergent, 3 received bridging, and 1 was found to be preliminary. It was noted the candidate receiving a rating of preliminary is dealing with several other issues as well.

Undergraduate Admission Data from Spring/Summer Previous – The committee discussed the value of this data to the subject of assessment, and it was decided, since the committee is unable to impact admissions, to eliminate the report.  

Action: Dr. Hodges moved to eliminate this report. The motion was seconded by Ms. Khattabi, and the committee voted unanimously to eliminate this report to the Assessment Committee.

TWS Results for Previous Spring (BXE and Dual Track) – Dr. Braun shared data on the Fall 2012 Interns. Of the 86 applicants for final internship, 56 were placed in classrooms and 30 were dropped/denied (9 due to not meeting expectations with the CDN; 11 due to not passing all FTCE tests; and 10 for personal reasons). All placed candidates are doing well based on the current evaluation process. Future evaluations will be based on a two part scale with candidates either meeting or not meeting expectations. If expectations are not met, candidates do not graduate.
Mathematics/Science and Reading Disposition Data – Dr. Lewis was unable to attend today’s meeting. Ms. Ogletree will contact her and ask for an electronic version of the report. Dr. Leung reported that no Reading candidates are at the mid-course point of the program.

Action: Ms. Ogletree will contact Dr. Lewis for the Mathematics/Science Disposition Data.

Final Intern Status - Ninety-two candidates applied for 2013 Spring final. Of the 92 applicants, 62 have been placed with schools, and 30 were dropped/denied (7 due to not meeting expectations with the CDN; 14 due to not passing FTCE tests; 4 due to poor grades; and 5 for personal reasons. In addition to the 92 USFSP candidates, one candidate is visiting from Florida Atlantic University.

New Business

Discussion of Updates to Competencies and Skills – As part of the preparation for the new FEAPs and the IPEP report, it was brought to the College’s attention that adjustments must be made to ensure all competencies and skills are being addressed in all courses. This will require all programs to update the competencies and skills matrices for each program area and each professor to update course syllabi as necessary to reflect these updates.

Old Business

2012 IPEP – Ms. Ogletree reported that final touches are being made for the 2012 IPEP report with submission due December 15. She thanked all for their submissions, reviews, edits, and contributions toward completing the report and singled out Dr. Unal for his tremendous efforts in gathering, formatting, and completing the FEAPs and Reading and ESOL competencies matrices.

Progress Report on new Candidate Assessment Monitoring System (CAMS) – Dr. Unal and Dr. Braun reported the paper-based pilot of what will become our new electronic system is ongoing. There is a great deal of work required on the part of the university supervisors.

Future Meetings and Adjournment

Due to the schedule surrounding the Winter Break and start of the new semester, the committee decided to eliminate the scheduled January 18 meeting. The next Assessment Committee meeting was set for February 8, 10:00 a.m. – 12:00 p.m.

The meeting was adjourned.