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College of Education Assessment Committee Meeting : 2013 : 11 : 08

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Welcome and Announcements

Ms. Ogletree welcomed the committee members. The agenda and minutes from the previous meeting were approved.

Annual Schedule for Reporting to the Assessment Committee

The order of business was altered to allow Dr. Lewis an opportunity to report on the Mathematics/Science program before departing for another meeting.

Mathematics/Science Dispositions Data – Dr. Lewis reported on the mid-program review for student in the mathematics/science Master’s program. Dr. Lewis shared that Duke Energy has offered 20 scholarships for the STEM certification. Ms. Ogletree asked about the evaluation of candidate dispositions, and Dr. Lewis said she would appreciate seeing the forms other programs are using to evaluate candidates.

Reading/Literacy Dispositions Data – Dr. Leung reported the reading program evaluates candidate dispositions in the Spring semester. Several years ago, the program revised the evaluation form to align with the International Reading Association’s standards for professional educators. From this data and additional feedback from candidates, the program was modified to better fit the needs of candidates by requiring the first two program courses be face-to-face classes.

Demographics of Placements – Dr. Unal shared the revisions to the FolioData site which displays information about the candidates, the field placement sites, and the demographic data on each school as provided by the State of Florida. He shared that Ms. Foley, administrative assistant to the Associate Dean is transferring information from the CDN into the new site.

CDN Portfolio Report – Dr. Unal reported 70 candidates engaged in the portfolio assessments with 3 scoring preliminary, 61 scoring emergent, and 6 scoring bridging. In the Standards Based Education course, candidates created their first reading lesson using an electronic posting site.

MAT/Ed Leadership/Reading/Mathematics and Science Action Research Reports – Dr. Hodges reported the rubric for the action research projects needs revisions to better align with the new FPLS standards for the state. She discussed the Fall 2012 – Spring 2013 gallery presentations and explained that, with MAT and Ed Leadership candidates presenting in the same gallery, some evaluators were confused as to the program in which each candidate was enrolled. Additionally, the second page of the rubric, printed on the back of the first page, was often overlooked, meaning candidates were not fully evaluated. Further, Dr. Hodges complimented Dr. Vanover’s teaching of statistics. The candidates are displaying a much stronger understanding of the data. The upcoming presentation will be in the SC ballroom. Dean Heller is inviting more stakeholders to the presentations, including school board members. Ms. Ogletree suggested inviting the local legislative delegation to help familiarize members with the programs at USFSP.
Dr. Hodges said the program is now using Mertler’s book to explain action research. She said the program is pleased with the author’s presentation of quantitative and qualitative research as well as how to conduct a literature review.

Dr. Leung reported on action research projects for Reading and Mathematics/Science. She said six reading candidates, two STEM candidates, and one Elementary Education candidate with a focus on Mathematics/Science engaged in action research projects. The programs were pleased with the results of the projects and one candidate is presenting her findings at a national conference. Dr. Leung shared she meticulously checks the work of candidates throughout the process of creating the projects. Candidates spend one semester gathering information and a second semester evaluating the data. She believes the fact that reading candidates are currently teaching and have their own classrooms is very helpful. They already know the students in their classes and are familiar with their needs.

Dr. Rose suggested the undergraduate program require some type of action research. Dr. Hodges supported this suggestion and shared the Teacher Work Samples are intended to reflect action research.

As she visits schools, Dr. Hodges finds formative assessments are just now being used. Ms. Ogletree suggested we table this topic for discussion at a future meeting.

**New Business**

**IPEP** – Ms. Ogletree discussed the FEAPs matrices now being revised by some of the programs. She said the state recently said institutions may choose to make changes as suggested by reviewers or leave the matrices as submitted. It seems some of the state reviewers were from institutions other than SUS and were unfamiliar with requirements of the programs. She advised programs to only make changes to the matrices if faculty believe the suggested changes will improve the work of the USFSP programs.

Ms. Ogletree then shared the IPEP report draft. The final report is due November 15. In particular, she shared information on admissions, enrollments, and completions; candidate progress; completer VAM scores; results of completer satisfaction surveys; and results of employer satisfaction surveys.

**NCATE** – Ms. Ogletree reiterated the need for NCATE committees to look at three years of data. She encouraged members to rally their NCATE committees into action. Ms. Ogletree will send the NCATE template, 2009 Institutional Report, and NCATE rubrics. All committees are asked to report on their work at the January 31st faculty meeting. Committee reports are due to Ms. Ogletree the third week in February, and the report is due to the Board of Examiners by the third week in March.

The Board of Examiners will conduct an off-site review and submit questions to the unit. They will then conduct an onsite review the week before Thanksgiving, 2014. The BOE will arrive on Sunday, visit the campus two days, and depart. Ms. Ogletree reports it is imperative that all faculty be aware of the contents of our Institutional Report.

**Old Business**

**Progress Report on new Candidate Assessment Monitoring System (CAMS)** – Dr. Unal reported the new reporting system is now being used to monitor candidate progress.

**Ed Leadership Revision of the current candidate appraisal system used by mentors** – Dr. Hodges said district stakeholders suggested the program use the Assistant Principal candidate appraisal system but faculty find it doesn’t fit well with the Ed Leadership program. Appraisal systems are being revised.

**Future Meetings and Adjournment** – Dr. Unal suggested the assessment committee suspend its current efforts to focus entirely on preparation of the NCATE report. With the invitation of Kim Stoddard to join the Assessment Committee, all members of the NCATE Guiding Committee will be present. The
committee agreed to the change in focus. The next meeting is scheduled for December 13, 10:00 – 12:00.

The meeting was adjourned.