

COEPD Cabinet
August 30, 2017
9:00 am – 4:00 pm
Seville Building, Teays Valley

Present:

Tina Allen	Teresa Eagle	Sissy Isaacs	Becky Sloan
Ruthann Arneson	Lori Ellison	Jennifer	Brean Stewart
Chuck Bethel	Lisa Heaton	McFarland-	Sandra Stroebel
Ron Childress	Sissy Isaacs	Whisman	Julie Turley
Beth Campbell	Lanai Jennings	Edna Meisel	Bizu Wubie
Eugenia Damron	Debbie Lockwood	Barbara O'Byrne	

Welcome and Overview of the Day – Teresa

Cabinet Meeting plan for the year

Director of Assessment Job Description activity

- Director/Administrative, flexible salary
non-classified, requirements

P. Lucas- non-teaching position; not tenure-track position

Edna concurred due to teaching and advisees

Chuck- authority to get

Assoc. Dean of Assessment

Lanai- required HE teaching exp. (WVPE)

Need Doctorate

Chuck- public education

O'Byrne- statistical

Campbell: WVU ad now Assess Coordinator

Issacs- faculty credibility

Stroebel- P&T ?? waive?

Edna- emphasize exp. as faculty

Lisa- 1 course/year

Issacs- service no issue, multi-committees

- “downtime” seasonal – more release time

Ron- big picture background, exp accred/ assess

work with people, org., plan, utilize, good manager

(don't do it all themselves, more attractive credibility, faculty posh)

3 groups: job posting mark-up

Ron, Sissy, Paula, Debbie, Ruthann

Chuck, Edna, Eugenia, Tina, Barbara

Lisa, Sandra, Lanai, Lori, Elizabeth, Julie

Clinical Field Experiences-Tina

Advanced handbook

F16, S17, F17 = 3 cycles

Send electronically to Tina

Form- updated

Due F16 + S17 => Sept, 22

University Supervision i.e. instructor of record

P2 Clinical Faculty Evaluation – cross walk

ESL – link new form

➔ school-based professional, school district person

Going forward, Use electronic qualtrix

(add names, part of grade, LiveText)

Strategic Plan Activity –Teresa

Strategic Commitments

-finished document Strategic Action Plan

1. Tina- Academic Excellence

establish mentor prog facy

cde- as is. f. schol CTL both campuses

est. venue to share

2. Sissy- Review Draft

eliminate B; c: annual review; d-add EPP

trng FERPA; e IRB human subj. training

3. Paula- continue;

d-unit changed to college

b- share progress level; TUG, brown bag

a- have you herd; WAM; relog. comm.

d- centralized? Programs; Paula suggests

LiveText optional Adv. prog. currently

4. Lanai- diversity faculty position fellow

d- add professional act.; b- add administrative seek grants; diversify cross-cutting theme

monitor ELL; f-keep –articulation agreement

diversity- underrepresented; underprivileged

f- promote and establish articulation agreements

5. Lori- develop loop; AACC & EPPAC;

build support & maintain system

6. Tech- Lisa-

1. Cabinet Meeting Plan

2. Paula and Teresa

3. Clinical Tina (grad) & Tech and Charts

Ruthann- ECE conversation with Lisa & Bizu

1. AACC dates soon

2. At least 1 meeting per semester

Report on SPAs

SPA Deadline in 2 weeks

1 year & 6 weeks away

urgency

PE

Japanese/Spanish-> March

- not a lot of help

Multi-cat -> new prog. data issue: March

Literacy & Leadership Studies

Yellow- Sept; except school library

Kim McFall is in Germany

Math- Sept rubrics

Change eval checklist

Committee:

1. look at self study

2. respond formative feedback review (FFR) critical numbers for response

Look at colors; greater 50%

Numbers

Submit in two weeks- respond February

Self- study review in January

Only 2 & need 6

So important make time-> in-approved completely

Committee comes in October

➔ March submit

➔ August 1st

At best, 2 submission dates

Got to get everything in & as good as we can submit it

Please. Please. So very important.

Training- doesn't meet 50%? AFI or stipulation

Big Picture- also why not improved?

Teams look for consistency

Examined Evidence.

Show up more than 1 standard = stipulation

No data. Black Cloud

Self-Study report handout Prog. Rev. with feedback (Edna needs to know ASAP)

-before send in

-add elementary math endorsement

-ECE –use both standards

Update from recent trainings: Lessons Learned-Paula and Teresa

Paula

2 handouts used by Site team

Assessments in self-study, across programs

*sufficient level-target middle of handout

5 areas- makes perfect sense

QEWG- evaluation prog. assessments

Chart at University of Louisville cover page

Answer all questions- attach to every assessment

*key assessments

KA, PT, National Boards

Teresa

Evaluations are just like us.

Quality and Improvement

Make better.

Training- set up as site visitors

Fully encourage opportunity to be trained as an evaluator

Technology-Lisa Advanced, George Initial

Information on Program Reviews with Feedback

Charts that need updated: -Sandra & Chuck (Advanced Level?)

Dispositions (salmon)

Due 10/15- get data to Sandra

Diversity Concept (green)

Due 9/29

2012 send all electronic

Transition Points (cream)

Criteria & Monitor post exit

Praxis II; due 10/15

Key Assessments (orange)

Due 9/18 Mon.

Edit

Handouts:

Job Description

Strategic Plan matrix

Initial and Advanced Standards documents (from Ron last week)

Program Review with Feedback guidelines

Charts

Program review status

Upcoming dates:

Program Director meetings

Cabinet meetings

University Assessments

SSR due

CAEP onsite