

**COEPD Cabinet Meeting
September 12, 2018
Seville Building, Teays Valley
9:00 am – 1:00 pm
CAEP Onsite Visit: October 21-23**

CAEP Report – Self-Study Addendum

CAEP Interviews

COEPD Website

Other concerns, comments.....

Upcoming important dates.....

- Sept. 13 – Brown Bag 12:30 – 1:30 437 HH GC134 Dr. Brian Kinghorn – lunch provided!
- Sept. 15 – Sabbatical Proposals for 2019-2020 Due
- Sept. 19 – Program Directors – SC
- Sept. 21 – Program Directors – JH
- Sept. 22 – Extra yard for Teachers – MU v NCState – 7 pm
- Sept. 24 – Inaugural Lecture – 6 pm – BE5?
- Sept. 27 – General Faculty Meeting 2 pm. Don Morris Room
- Sept. 28 – SUPER DAY!
- Oct. 5 – Sabbatical Reports due
- Oct. 10 – Cabinet
- Oct. 10 – Diversity Presentation SC – 10 am
- Oct. 12 – Diversity Presentation JH – 10 am
- Oct. 16 - Provost visiting with faculty in SC
- Oct. 17 – Program Directors – SC – 2 pm
- Oct. 19 – Program Directors – JH – 11 am
- Oct. 21-23 CAEP!!!!!!!!!!!!!!!!!!!!
- Oct. 25 – Applications due UG Creative Discovery Scholars and UG Research Scholars
- Nov. 1 – Applications due for John Marshall Summer Scholars

COEPD Cabinet Meeting – 9/12/18

Present:

Tina Allen
Ruthann Arneson
Chuck Bethel
Teresa Eagle
Lori Ellison

Sissy Isaacs
Gabi Jarrett
Lanai Jennings
Debbie Lockwood
Paula Lucas

Becky Sloan
Brean Stewart
Sandra Stroebel
George Watson
Eugenia Webb-Damron

Monday 5:54 pm = Addendum submitted
CAEP Report – Self study addendum

Website work for CAEP & recruitment
Small groups to review addendum

Immediate 1 – What do we need to do between now & visit 10/21
Beyond 2 – what needs to be done going forward? Flaws?

12 pcs Initial: 1, 2, 3, 4 Adv: A1, A2, A3, A4
S5 = big questions 30?s: 1-15 = Adv & 16-30 = Initial
Diversity 5?s Adv
Technology 5?s Initial
ELL – previous AFI 4's All

Employer satisfaction data
Completer satisfaction data
NEXT survey data

Now 1:

S1 SPA/Key assess/PT – maintain collection
Methods – more training on validity/reliability
LT helped tremendously
Beef up data analysis & share in prog areas
Close loop
Include PB/MAT in data – ready for visit
SA1 multiple measures – where; Q6 pilot study dispositions
L-T represent dispositional data & aggregate
Put on calendar – plan review & share

S2 provide more evidence & collab
Coop teacher training; school visits/groups will be good
EPPAC completers employers
Identify key ppl & prepare, strong at collab but needs to be clearer
Training – PDS & movies online PLC
Coop teacher training & coordinate w/state modules
Student teacher training videos (hours) state req.

TEAC discussion next week
Supervisors not L2/MAT but yes ECE/L3
Informal clinicals?? Student teacher permit
SA2 repository/systematic, submit attendance sheets
Long term – process to veto/decision-making
Process mentor list, etc.

S3 nice transition & tracking w/Admi 4 & 5
Recruitment plan – share better, every fall
Diverse student enrollment; prof ethics specific courses
- CISP leaning disability strategies

SA3 clear website & material

S4 NEXT survey, questions addressed
Completers in field
L-T prep folks out in field
Share data @ next PD meeting
Case-study participants
Identify areas least happy with
L-T continue case studies
Qualtrix helped – emp satisfaction

SA4 follow up across all programs
See Gabi's notes

S5

Diversity

- Oct. training > ELL Nega speaker
- Minority faculty fellow effectiveness
- *Survey or brown bag rating form
- LT survey i.e., portfolio
- Cabell 1% Wayne/Putnam .05%
- ELL exposure; if students not there, then cannot provide experience
- Prep field supervisors & students

ELL

- documentation faculty training
- university diversity training i.e., car driver, sexual harassment
- propose to university
- principalship ELL model – track/data
- use exact same rubric; no changes
- CISP learning disability strategies

Advanced Programs

1. What to do now – before next visit
2. What are we doing long-term

Standard A1 – Lori

Before Oct visit

Lori E:

Multiple measures delineated for CAEP

For Q6 – wondering if pilot study – chuck did – yes it was

Make it available to them

Lori E:

Long range – using live text on initial

Lori E:

Use live text or some data application to aggregate & assess the data similarity

Teresa:

Long term: knowledge/skills/dispositions to aggregate & assess

Lori E:

Be sure we have regular schedule to aggregate & assess data

Put on calendar so we don't get caught 3 years out & no data collection

Teresa:

Between now & visit create calendar for assessment/disposition – get the calendar done

Standard A2

Lanai:

Partnerships – repository for documents like agendas/meetings/minutes

Phase in plan – partner feedback

Tina – shared the phase-in plan

Lanai:

Over time we need to find a place to keep the records

School days professional – limited site supervisors in Sch. Pysch

Partnership activity needs to happen prior to Oct. visit

How to evaluate site supervisors

Teresa:

Revisit evaluations for site supervisors
Standard A3

Chuck:

Recruitment/plans/diverse recruitment

- printed recruitment material – place in public
- recruitment & marketing plan for the long-term (CREATE THIS)
- faculty to recruitment fairs

Sandra:

- need to meet before Oct – find a leader for committee

Chuck:

Q7 – transition/graduation

* How do we monitor – has been submitted

Standardize the way we monitor the transition points. Benchmarks we can use throughout (parallel or equivalent) the students program

Ex. Praxis test prior to completing program (benchmark)

Standard A4

Eugenia:

Follow up – we have a phase in plan

Need more programs to receive and send out evaluation surveys; all programs

How we all programs aggregate data?

Chuck:

Completer surveys – get them out prior to CAEP visit

Sandra:

Do we give raw data back to programs or does Qweq aggregate data?

A4

Lanai:

Someone consistently following up w/the data – surveys

Systematic way to follow up & poke programs to get surveys back

Sissy:

Are there a few questions that can be the same on all surveys for aggregation simplicity?

Teresa:

Revisit conceptual framework for advanced programs

Standard 5

Diversity/Technology/ELL

Sandra:

Diversity symposium in October (between ow & CAEP visit)

Lanai:

Minority faculty fellow – look at Valerie come up w/a survey (consistently fill out)

Sandra:

Do a survey – university survey or program survey

Long-term goal

Deb L:

Looking at completion of counties re: diversity

If there are no ELL students in the schools

Teresa:

Presence or absence of ELL students in schools

Chuck:

Can there be a university wide diversity training

Similar to driving training

Can we create both university level

On the ELL & diversity training module

Lanai:

Looking at strategies of ELL to children who have same needs for a different reason

Teaching the ELL strategies to other teachers who work w/children who have language issues (LD)

Need to know these strategies if teachers move to other areas that serve larger pop. of ELL

What's going on in classrooms

Teresa:

Capture ELL from specific courses

Technology

Sandra:

Need to determine what measures

Paula:

And lesson plans/assessments have link to SD standards

Standard 5

* Where is all data houses?

* How do we assess it and access it?

Deb/Sandra:

New candidate coming in Nov. to interview for assessment director

Teresa:

Minutes w/data driven decisions – these were made at program level

Posting minutes online

Make sure they are sanitized minutes

Make the minutes transparent

Teresa:

Aggregation of findings on assessment report

Get annual reports back & create an aggregate of that

Detailed plans for adv. program included

Phase-in plan & recruitment plan

Sandra:

New stickers made or old ones removed

Have maintenance take stickers off the doors from SC from the last NCATE visit

Sandra:

Qweg needs to be appraised of the work they will be tasked to

Teresa:

All groups have a member in leadership w/in them

Do we need to look at how we make data flow

Sissy:

Make sure assessment director (when hired) will be at the meetings

Lori:

Put assessment & reports in a common file (sharepoint) college wide for documents

TIR – nothing new

Looking at curriculum for programs

What are the laws in the counties

Teresa:

What if part of system is every program has a data symposium/summit?

College level would be sharing aggregated data

Need to make it a part of the system

Teresa:

CIF & CI – conversations – adv. Master's opportunities

Relationship between UG & grad programs

Q28

Teresa:

Involvement of candidates in assessment process – early childhood is working on this

Tech – adv. Adopt system

- initial keep up lesson plan links to ISTE standards

S5 interview PDs

Data housed who/where – office of assess.

Interview another candidate after CAEP

Checked references, hopeful

Q3 Minutes – sharing, decisions at prog level

Post online sanitized minutes/public

More open/transparency

Add to website

Q4 – annual reports before visit aggregate

Sharepoint annual assess reports

Q8 – phase-in plans

Q9 – provided L1, 2, 3

Did not address “are CAEP sufficient”

QWEG – look at assignments/assessment

Rubrics CAEP sufficient

* outdated stickers

Q11 – training reliability/validity QWEG = oversight

Q13 – groups work together = member of leadership team; minutes accessible

Improve data flow?? Office and Dir. of Assessment

Sharepoint site for data, college-wide i.e., EPPAC & CSLCITE websites

Q22 share data; annual assessment reports documented & data-based decision-making