College of Education and Allied Professions - Assessment Committee

March 16, 2009, 3:30 PM in Killian 265

Present:

Renée Corbin, Chair; Sarah Meltzer, Jamel Ruff, Valerie Schwiebert, Michael Schallock, Janice Holt, Kim Elliott.

Handouts – on file:

- Agenda
- November 16, 2009 minutes
- TaskStream Host teacher and Student responses for the Early Field Placement Evaluation
- Assessment System Formal Process for Changes
- Letter to EDCI 231/BK250 students
- Questions for TaskStream Funding Possibilities

Welcome:

Renée welcomed everyone. November 2009 minutes were approved with one change. Change School Psychology program to School Counseling program on page two.

Feedback:

Annual Assessment Report – Upon the recommendation of the Assessment Committee in the fall, Renee sent six examples of quality assessment plans and annual reports (2 doctoral, 2 masters, and 2 bachelor’s) to the department heads and program coordinators for their review this spring. The purpose of sending these examples to faculty is to give them an idea of what a quality assessment plan and report looks like and to raise the bar for completing plans for the college by the spring deadline.

Update on Program Evaluation Survey - Renée reported that the response rate of the survey for fall 2009 was still dismal in spite of receiving assistance from seminar faculty to encourage students to complete the survey. She has contacted the seminar instructors to request class time to either hand out a paper survey or take the class to a computer lab to complete the survey. Seminar faculty have been positive about accommodating this in their classrooms for spring semester. Committee members asked for a copy of the survey. Renee will send a copy to members through email.

College Alumni Survey Process 2010 – Survey questions for Alumni Surveys are due to Renee by March 31st. Renee has received some surveys questions from different departments. She will compile those in the spring and summer semesters. A final draft will be available in early fall prior to sending to alums in September or October. Upon recommendation of the committee last fall, Renee has contacted the bookstore for an incentive for the alumni to complete the survey.
Pam Degraffenreid has agreed to give a 10% coupon discount for alumni as an incentive to complete the surveys.

Assessment of Committee Operations 2010 – Renee informed the committee that as part of the effective operations of the college for NCATE, she will be administering surveys to eight or nine committees in the college this spring. The Assessment Committee will be surveyed. She asked members to complete the survey and any other committee survey forms. She hopes to get that out this week to committee members with the due date March 26th.

Information:

Statewide Assessment Network – Renee informed the committee that she hosted a NCREN virtual meeting with UNC-C, UNC-W, and WSSU to discuss assessment reporting of teacher education. The purpose of this meeting was to create a sharing of information that all universities can use to improve reporting to external agencies including NCATE and NCDPI.

TaskStream Reports - Renee presented data for the early field experiences evaluations by host teachers and students. She aggregated the data since the beginning of TaskStream use to show change, if any, over time to prepare for the next NCATE/NC DPI visit. Sarah Meltzer asked what other items host teachers evaluate in TaskStream. The committee discussed the effort involved for host teachers to complete only one evaluation in TaskStream. The committee recommended that the Host Teacher evaluation be removed from TaskStream and emailed to teachers with a survey link to Qualtrics. Kim mentioned the email issues with firewalls from school servers and Janice reported that emails with the “.wcu.edu” extension have been allowed through server systems. Jamel suggested that we contact the IT professionals with school systems to let them know to allow emails from Western.

Sarah mentioned student confusion concerning the Field Experience Evaluation and the course evaluation. Students do not understand that there are multiple surveys to complete and in multiple locations. Janice suggested that we email students immediately following the semester break to let them know about the evaluation since many students complete their observations during break.

Discussion:

TaskStream Funding – Renee informed the committee that the proposal to acquire student technology funds was denied in the fall. She asked the committee for discussion about charging a potential college fee included in the student tuition bill so that students would not have to use credit cards to pay for TaskStream accounts and seen as an additional fee. The committee discussed the possibility of charging a one-time non-refundable fee as students enter EDCI 231 or BK 250 classes. Several committee members discussed adding other fees such as the background check to combine and have one college fee. Renee volunteered to talk with the associate dean to determine other fees within the college that might be added to the fee.

Formal Process to Address Assessment System/TaskStream changes - Renee indicated that there is no formal process in place to approve/recommend changes to the college assessment
system including TaskStream changes. She presented a proposal from Lee Nickles about possible avenues for the process including using the Assessment Committee as the research/information gathering body to make recommendations to the Leadership Council and Professional Education Council, create another standing committee in the college, or create a sub-committee from the Professional Education Council. The committee members agreed that the Assessment Committee would be the appropriate body to bring forward requests to changes in the Assessment System or TaskStream changes.

There being no further discussion, the meeting was adjourned at 5:00 PM.