CEAP Assessment Committee
May 5, 2014

Attending: Kim Winter, Terry Rose, Sarah Meltzer, Michael Schallock, Renee Corbin, Pam Shuler, Lee Nickles, Patricia Bricker, David Scales, and Lydia Cook as recorder

Not Attending: Marie-Line Germain, Lauren Miller

The meeting was called to order at 3:58 PM.

Renee asked for a motion to approve the April 7th minutes. The committee appended the minutes to include Sarah Meltzer as present and to include the term “exit exam” instead of “Praxis II” to the Elementary section. Minutes were then passed.

Elementary & Middle Grades Blueprint Curriculum Changes:

The elementary and middle grades programs will not be removing the EE2 as an assignment. However, the NC state content knowledge requirement will now be demonstrated through the successful completion of the PRAXIS II and Pearson Test instead of the EE2.

Other Programs: The Inclusive Education Program will now be required to take all of the Praxis II for Elementary Education and Special Education in order to be eligible for a teaching licensure. These changes are not needed to go through the curriculum committee. Secondary programs may decide to follow the other programs, in regards to using the Praxis II scores instead of the EE2 but it has not been decided upon yet.

The next program blueprints are due in September. The 1st group of students to use the new method will be next spring 2015.

Assessment of Operational Effectiveness Survey Results

PEC - It may be a good idea to possibly remove or rephrase the question about “Standing committees”. For the PEC members that have rated “disagree” on questions, there may be solutions to help encourage them to read the minutes to help stay up to date with the information. Also, additional information provided for the PEC describing the the stages that the curriculum items go through after they are passed within the PEC may be helpful in communicating curriculum changes and when they happen.

Assessment Committee – One recommendation was to include more program directors within the committee meetings. This may be a difficult task because the program coordinators already have multiple responsibilities. Possible solutions included extending the invitation to the coordinators for each meeting with a simple agenda, which would provide them with the choice to attend as well as, restating the by-laws for committee members. Another recommendation was to pass along the Assessment Committee’s responsibilities/task to the program coordinators so they are aware how the committee functions as a resource to them.

The committee discussed the different aspects and responsibilities that the Assessment Committee has
in reviewing data and making decisions based on data. It was recommended to introduce new members to the committee’s objectives and responsibilities and to create an outline/timeline of all of the assessments used and how/when they are released to the programs. Renee and Patricia are planning on working on this together. Passing this information along to the program directors will help them in knowing when to expect the information and the results can be integrated into program improvements.

There being no more business, the final meeting of the academic year 2013-2014 was adjourned at 4:40 PM.