**WCU CEAP Assessment Committee Meeting**

April 15, 2015

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***Attending: Sarah Meltzer, Patricia Bricker, Renee Corbin, Lee Nickles, Bridget Ryan, Marie-Line Germain, Lydia Cook, Axelle Faughn, and Rachel Wike***

***Missing: David Scales, Kelsey Kunkle, Kim Winter***

Renee called the meeting to order at 4:05 PM.

The committee approved the November, December, and March meeting minutes.

***NCATE Update***

Renee reported that the NCATE offsite visit will be May 26 through June 6th. The team will be reviewing the artifacts during this time. We should receive a report between June 22nd and July 15th and we will follow-up with an addendum during the summer months prior to the on-campus visit in September.

***Assessment of Committee Operations Update***

Renee reported that the annual Assessment of Committee Operations Survey is currently being administered. This year, the membership of the Curriculum Committee, Diversity Committee, Collegial Review Committee, Nominations and Elections, School Relations Committee, Faculty Advising to the Dean Committee, Student Advisory Committee to the Dean, and the Student Recognition Committee are being surveyed.

***Program Evaluation Survey***

The committee discussed ways in which to merge the existing program evaluation survey and two new surveys, the new cooperating teacher survey and the new university supervisor evaluation survey both evaluated by candidates. These surveys were created by the Office of Field Experiences and after discussion with the Director, it was decided to have the Assessment Committee review the surveys and merge them together into the current program evaluation survey rather than having three separate surveys.

There was some concern about the cooperating teacher’s ability to rate university supervisors on some of the questions. Renee mentioned that Bridget added a “Does not Apply” or “Unable to Rate” for the survey questions in Qualtrics but if selected, those responses will be excluded from analysis.

Patricia mentioned that program coordinators did see a version of the surveys and they provided input. Rachel asked a question about distance students and the questions would vary based on residential or distance programs.

The committee discussed the open-ended questions and felt the survey should include them to give specific feedback on candidate experiences. Sarah asked about teacher leadership opportunity questions and if we could add them to the program evaluation survey. The committee discussed question possibilities and created a draft question to add to the program evaluation survey.

Some of the committee members asked if the academic supervisor would also have the same questions. Renee reported that only the university supervisors would have the new questions.

Axelle suggested that we should ask a question about the cooperating teacher and whether he/she was a good advocate for respect for the candidate as well as the school. The committee agreed.

***Climate Survey Results 2015***

Renee distributed the Climate Survey results to the committee. She reported that the weakest average for the dean, department, and program leadership was in facilitating mentoring. Support for professional development, grant and research resources were rated lower than other items. Faculty were very pleased with technology support and assistance from Lee Nickles and Misty Colton.

The committee discussed mentoring in the college and what programs are or are not doing. The committee agreed that this be brought forward again to the Leadership Council for review. Collaboration across programs was also discussed and the lack of community building across the college. To build community, the committee discussed a possibility of a college social one or more times during the semester around a lunch, reception, or an afternoon snack.

There being no further discussion, the meeting concluded at 5:05 PM.