COE Assessment Summer/Fall Team
June 23, 2011

Present: Cindy Hail, Gerry Moseman, Denise Cunningham, Deanna Camp, Fred Groves, Jo Agnew-Tally, Dennis Kear, Cathy Pearman.
Absent: Tami Arthaud

The Agenda and College of Education Proposal (SLOs) was present. Kear introduced the context for the assessment team’s work this summer and fall, and presented the official charge for the committee. The PEU assessment system was reviewed and where we do need additional data to meet the expectations for accreditation. Much of the discussion focused on the assessment team’s charges. Support personnel were identified.

The status of the assessment plans, additional data needs and workshops for faculty were discussed. Focus groups, timeline, stakeholders, etc. were also discussed.

Cindy Hail suggested that we had three big goals:
1. Identifying where data is missing in preparation for accreditation and with respect to SLO
   a. Review accreditation materials to identify holes by committee
   b. Hold a meeting with program leaders to identify holes in data
   c. Prepare a summary report of findings to share with faculty at August meeting
2. Organizing and implementing focus groups
   a. Identify questions for focus groups meetings to obtained needed data from goal #1
   b. Identify geographic areas for focus groups for both employers and recent graduates (possible participants, also)
   c. Determine process, timelines, participants
   d. Determine process for data analysis (who, when, how)
   e. Prepare summary of findings
3. Organizing workshops for faculty to discuss assessments and program data
   a. Hold a meeting in August to bring faculty up to date on Assessment plan for unit
   b. Review findings from the summer work

Timeline for Committee work:
Kear indicated that the team’s work needed to be completed by October 1 in time for the November 12-16 NCATE/DESE visit. At that point the team would hand over further assessment and SLO work to the COE Assessment Committee.

For the next meeting we will look at preparing for the focus groups, identifying stakeholders to be invited. We also need to meet with program leaders to identify what additional data is needed for programs.

Next meeting is scheduled for Wednesday, June 29 at 10:45 – 12 noon in 314 HH.