

CAEP Unit Assessment Committee
Meeting
Tuesday April 11, 2017
Summary Notes

Members present: Tracey Hasbun, Stacy Hendricks, Frank Mullins, Heather Olsen Beal, Barbara Qualls, Pauline Sampson, Nancy Shepherd, Kathleen Sheriff, Christina Sinclair, Jo Taylor, Liz Vaughan, Tingting Xu

Unable to attend: Jared Barnes, Lesa Beverly, Deborah Buswell, Cala Coats, Marc Guidry, Chirs Sams

Members reviewed and accepted the minutes from the previous meeting with the following change: The date on the sixth bullet point be 12-08-16.

Review CAEP timeline

- Onsite visit Spring 2021
- Goal is to collect unit data for the next 3 years
 - Dr. Sinclair will check to see if CAEP will review each assessment and report back.
- SPAs due March 15, 2018
- Dr. Sinclair, Carrie Baker and Joe Strahl will begin meeting with SPA writers to provide support.

Review initial standards and assessments

- All unit level initial assessments are being used each semester.
- Dr. Vaughan indicated admission to EPP, content test, exit survey could be used for Standard 3.4 – Benchmarks.
- Dr. Sinclair asked if the PCOE Ethics Training could or should be used for CAEP– 3.6, documentation of Code of Ethics.
 - Dr. Hasbun asked – how do we document that they understand?
 - Dr. Sinclair – Indicated questions could be developed.
 - Dr. Vaughan said ethics is part of the PPR exam therefore could be used for CAEP Standard 3.6.
 - Dr. Qualls asked if since advanced program students have passed the PPR for initial certification, will that count for the principal program?
- Dr. Sinclair indicated there is not a clear way to do it; it is up to us to decide how we want to do this.
 - Dr. Sinclair pointed out that currently when candidates accept their admission to EPP they are asked to indicate they have read and will adhere to the code of ethics.
 - Dr. Sheriff mentioned she thought we needed a way to show that “on this date” the student understood they would be dismissed if they violated the code of ethics.
 - Drs. Sampson and Vaughan pointed out if the Ethics Training Seminar was used it needs to be embedded in the online coursework.

- Dr. Olsen Beal indicated faculty in the department are not interested because they already offer this (ethics information) in their classes.
- Dr. Qualls indicated there is another component for advanced programs – how to monitor and enforce this at the administrative level?

CAEP – Scope of accreditation for advanced-level programs

- Focus on professional certifications (advanced programs)
- Programs not reviewed by CAEP include anything that does not result in certification or licensure.

Advanced standards evidence source

- Dr. Sinclair indicated we needed to keep making progress on advanced program unit assessment identification.
- Dr. Sampson indicated the initial level work sample and dispositions rubrics; were tweaked and will be used.
- Dr. Sinclair indicated the CAEP committee does finally need to approve the advanced unit assessments but that this could occur electronically.

Data day suggestions

- Dr. Sheriff said they cannot find data because they are coded with SPED.
- Dr. Vaughan indicated data should be pulled out by concentration area and that SPE 443 – LiveText data should be separated out by program.
- The Office of Assessment and Accountability will work on getting these data.
- Data Day needs to focus on the big picture.