



**College of Education and Behavioral Science
Advanced Programs Assessment Committee (APAC)**

Meeting Minutes (APPROVED)

Friday, October 15, 2021

10:00 a.m.

Ed Leadership Bldg. Rm 216

Attendees:

Rob Williams (At-Large): Chair
Ryan Kelly (Secondary K-12): Member – zoom
John Hall (Psychology & Counseling): Member – zoom
Lance Bryant (HPESS): Member
Joan Henley (At-Large): Member - zoom
Annette Hux (Ex-Officio): Member - zoom
Prathima Pattada (Ex-Officio): Member
Karen Graham (TE) : Member
Jackie McBride (ELCSE): Member - minutes

Not in Attendance:

Nicole Covey (Ex-Officio): Member
Audrey Bowser (Ex-Officio): Member

- **Approval of Previous Meeting Minutes** – Lance Bryant made the motion to approve the minutes; Ryan Kelly seconded the motion; the motion to approve the minutes passed unanimously.
- **Review Completer and Employer survey results**

Prathima Pattada sent the completer survey to program completers in September and again on October 3. The response rate is of concern to Dr. Bradley as only 162 responses have been received from the total of 1572 sent. The survey results will be discussed next meeting.

Rob mentioned that we will need to hold a focus group during our EPAC meetings like we did this past year because of the low survey response rate
- **Phase-In Plan 3.1** – Survey of Partners
 - a. Annette Hux reminded us we need to determine the needs of partner schools
 - b. Prathima shared questions from the Employer survey that may be pertinent



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- c. Jackie mentioned the yearly reports that school districts submit to the state department related to the school plans to address the needs to employ teachers representing diverse populations.
 - d. Annette and Rob had discussed possibly adding a question to the employer survey rather than developing and sending out a whole new survey
 - e. Along with looking at the yearly reports sent to the state department, we may discuss with partner schools at EPAC meetings
- **Proficiency Chart 1.1a –**

Annette – Inter-rater reliability and content validity are now required for all assessments on the proficiency charts.

 - a. Annette will send the proficiency chart to all committee members.
 - b. Annette will also send the Inter-rater Reliability forms being used by ELCSE for all key assessments each time a course is taught.
 - c. The proficiency chart and the IRR forms should be shared with all program directors and faculty.
 - d. Data for all assessments listed on the chart will need to be available for the APAC meeting on November 18.
 - e. **Each program representative will need to have data for their assessments listed on the chart to share with APAC in November meeting. APAC will provide recommendations to each program as warranted.**
 - **APAC 2020-2021 Annual Report**

Rob will send the 2020-21 Annual Report to all APAC members.

 - a. Each program should develop short term and long terms goals based on the data from the assessments. **The goals should be sent to Rob and Annette no later than November 15.** They will be reviewed and sent to the head of the unit.

Future Meeting dates at 10:00 am in Room 216.



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**Thursday, November 18 (1:00pm) – Review praxis scores (Note
change of date)**

Friday, February 11

Friday, March 4

* Minutes approved at APAC meeting on Nov. 18, 2021. John Hall made the motion to approve the minutes; Karen Graham seconded the motion; the motion to approve the minutes passed unanimously.