NEAG ASSESSMENT COMMITTEE AGENDA - SPRING 2010

March 22, 2010
11:30-1:30  Gentry Room 144

11:00-11:30  Lunch

11:30-12:00  The Alumni Survey. Distributed is the current version of the Neag alumni survey. As you will remember, we survey all alumni every four years. This version will incorporate Checkbox and will be administered in September of 2010. The survey has (1) general questions about Neag and demographic information developed by the Neag Assessment Committee, (2) teacher education-specific questions developed by the Teacher Education Subcommittee members, and (3) program-specific information supplied from faculty. Today, the committee will examine for the last time their questions and ensure alignment to our conceptual framework. Committee members may wish to share information from their department about program-specific information supplied from faculty.

12:00-12:20  The Employer Survey. Hand-in-hand with the alumni survey, we will be distributing the Neag employer survey. The committee will discuss plans so that by January of 2001, this survey can be distributed.

12:20-12:35  Accreditation Updates. APA accreditation has been mastered! Now, NCATE and CAPTE are coming. In fact, all accreditation processes now rely heavily on assessment data and assessment use. That is why this committee is so important! Today, the committee will get an update and preliminary information on interviewing some committee members for these accreditation processes.

12:35-12:50  Sharing of Subcommittee and Spotlight on Assessment Events. This committee now has various subcommittees. In addition, we have the Spotlight on Assessment strategic initiative in our school that comes under this committee. The committee will be updated and their advice sought on the following:

- Neag Assessment Subcommittee on Teacher Education
- Neag Assessment Critical Friends Group on Clinic Evaluations and Surveys Using Checkbox
- Neag Assessment Subcommittee on Fostering Assessment through Technology
- Neag Assessment Subcommittee OATS Assessment Planning
- Neag Assessment Advisory Group on Assessment
- Neag Assessment Critical Friends Group on Assessment Alignment
Committee Feedback and Discussion on Key Reports. Recently, the committee was sent preliminary drafts of two reports – *Where are our Alumni from The Neag School of Education Employed during 2009-2010 in Connecticut Public Schools?* and *Where Are 2009 Neag School’s Teacher Education in CT Public Schools.* The first report is comprehension as it focuses on all certified positions held by our alumni – from teachers through superintendents. Today, this committee’s salient findings from the first report will be formulated and incorporated into the final report. Concurrently, your subcommittee on teacher education is examining the latter report.

1:23-1:30 Planning for Next Year

- Year-end Concentration/Progress Reports – **due in June**
- OATS Assessment Plans – **due in June**
- Administering Alumni and Employer Surveys
- Beginning to Redevelop Climate Survey(s)
- Administering and Reporting on 2009-2010 Assessment Plan Review – **due in June**
- Planning for the 3rd Version of the Neag Assessment Plan
- 2010-2011 Subcommittee and Spotlight of Assessment Activities

NEAG ASSESSMENT COMMITTEE MEETING MINUTES

March 22, 2010
Time: 11:30-1:30
Location: Gentry Room 114

Welcoming

Following a nice lunch, at 11:50 p.m. the meeting portion of the Neag School’s committee was convened. Mary began by welcoming all participants and thanked all committee members for joining in the meeting. All participants in the Neag assessment committee meeting introduced themselves. Then, the specific purposes of today’s meeting were to discuss revision to the Neag alumni survey and two related reports, introduce the development of the employer survey and briefly share other assessment items.

Survey Revision and Alignment: Alumni Survey in 2009-2010

Mary first distributed the current version of the Neag alumni survey, which will be administered every four years. (In advance, members received the online link.) The current version of the survey will incorporate the use of Checkbox and will be administered in September of 2010.

The survey has general questions about Neag and alumni demographic information developed by the Neag Assessment Committee at the previous meeting. The teacher education-specific questions in the survey were developed by the Teacher Education Subcommittee members. Also, the program specific information is being faculty members in different subject areas. Today, the Neag assessment committee members were asked to examine and make edits to the survey for the last time. Additionally, the alignment to the conceptual framework was sought. More specifically, in the alumni survey should be aligned with the Conceptual Framework, which provides the direction and mission goals for all of the unit’s preparation programs. According to NCATE (2000), a conceptual framework establishes the shared vision for a unit’s efforts in preparing educators to work in P-12 schools. It provides direction for programs, courses, teaching, candidate performance, scholarship, service, and unit accountability. The conceptual framework(s) is knowledge-based, articulated, coherent, consistent with the unit and/or institutional mission, and continuously evaluated. The conceptual framework(s) provides the bases that describe the unit’s intellectual philosophy, which distinguishes graduates of one institution from those of another.

All the participating Neag assessment committee members were asked to align each item in the Neag alumni survey with five categories in the Conceptual Framework: Professional Knowledge Base (PKB), Evidence-Based Professional Practice (EPP), Inquiry (I), Leadership (L), and, Inspiration and Diversity (ID).

Please note the following revisions:
All item 6 in Page 3 were deleted.
The 1st, 8th, 9th and 12th items in item 1 were deleted.
Following new items were added to item 1:
After discussions, a set of items were eliminated due to repetition and several other items were refined to better serve the survey purpose. Meanwhile, all participating members reached the consensus on the item alignment with the Conceptual Framework.

**The Employer Survey**

Mary discussed the employer survey which goes hand-in-hand with the Neag alumni survey. Discussions focused on the development procedure for the employer survey and implementation plans by January 2010. The possible time for distributing the employer survey is early in the spring semester.

**Accreditation Updates**

The Neag School of Education is going through different accreditation processes. NCATE and CAPTE accreditations are coming. Mary emphasized the importance of the assessment committee, because all accreditation processes now rely heavily on assessment data and assessment uses. The committee got an update and preliminary information on interviewing some committee members for these accreditation processes.

**Subcommittees Information and Spotlight on Assessment Events**

The Neag Assessment Committee now has various subcommittees. The committee was updated and assessment committee members’ advices were sought on the following:

- Neag Assessment Subcommittee on Teacher Education
- Neag Assessment Critical Friends Group on Clinic Evaluations and Surveys Using Checkbox
- Neag Assessment Subcommittee on Fostering Assessment through Technology
- Neag Assessment Subcommittee OATS Assessment Planning
- Neag Assessment Advisory Group on Assessment
- Neag Assessment Critical Friends Group on Assessment Alignment

Mary also introduced the spotlight on assessment events – Assessment, Research and Evaluation Colloquium Series, which is under the Neag Assessment Committee, and shared the information for the upcoming colloquia and invited members to participate. She also shared information on the Spotlight on Assessment News Brief and the Spotlight on Assessment Participatory Participation.

**Committee Feedback and Discussion on Key Reports**

The committee was asked to provide feedback and edits to the preliminary drafts of two reports – *Where are our Alumni from the Neag School of Education Employed during 2009-2010 in Connecticut Public School* and *Where are 2009 Neag School's Teacher Education in Connecticut Public Schools*.

The committee recommended table formats were suggested to be similar, and some table formats were suggested to be changed, e.g, Table 19 and 20 can be grouped by different programs or program cohorts. Also, some committee members are in favor of row summary rather than column summary. All these feedbacks and recommendations for the first draft reports will be formulated and incorporated into the final report.
Planning for Next Step

Mary also shared the assessment plan for Neag School of Education for this year and next year.
- Year-end Concentration/Progress Reports (due in June)
- OATS Assessment Plans (due in June)
- Administering Alumni and Employer Surveys
- Beginning to Redevelop Climate Survey(s)
- Administering and Reporting on 2009-2010 Assessment Plan Review (due in June)
- Planning for the 3rd Version of the Neag Assessment Plan
- 2010-2011 Subcommittee and Spotlight on Assessment Activities

Wrap Up and Next Spring Meeting

Finally, the committee members were thanked for their contributions. The meeting concluded at 1:30. The next meeting will be held in the fall 2010.

Handouts Distributed and Used

- Neag Assessment Committee Agenda
- 2009-2010 Nega School Alumni Survey – checkbox version
- Draft Report – Where are 2009 Neag School’s Teacher Education in Connecticut Public Schools?
- 2010 Spring Assessment, Research and Evaluation Colloquia Announcement - Flyer