MEETING NOTES

March 17, 2015
2-4 pm
Gentry 140

Attendance: Sandy Chafouleas and Casey Cobb (co-chairs), Yuhang Rong (guest), Dorothea Anagnostopoulos, Kate Boland, Melissa Bray, Robert Colbert, Mary Ann Doyle, Michele Femc-Bagwell, Richard Gonzalez, Jean Gubbins, Robin Hands, Jamison Judd, Allison Lombardi, Rene Roselle, Ann Traynor, and Mary Truxaw

• Introductions of both old and new members was conducted

• Sandy Chafouleas (associate dean) reviewed the Committee Charge
  o To serve as the steering group by actively participating in setting the direction and steering our school-wide and program-level assessment
    ▪ To inform program development and improvement
    ▪ To ensure that the assessment system is effective and efficient
    ▪ To support accreditation

• Yuhang Rong (prior assistant dean) and Casey Cobb reviewed NCATE Standard 2 materials, with reminders and updated regarding the upcoming NCATE site visit
  o The NCATE Team will conduct the site visit on April 12-13.
    ▪ Our NCATE Team is a joint team consisting of reviewers from the State and reviewers from the national organization
    ▪ During the NCATE visit, the Assessment Committee will be asked to be present for discussion of our assessment system.
      • At that meeting, discussion will likely focus on the following questions: Do we have an assessment system (a mechanism) to look at our overall operations?; What is the assessment culture?; What recent improvements are based on data?; and “Why do you make revisions to the assessment plan?
        ▪ Reminder that the Team is here to review our past work. The focus is on what we have done.
      • It is important that members of the 2014-2015 committee be prepared to talk about their program-specific activities (e.g. SPA reports) as well as our common activities (e.g. Schoolwide assessment plan). [Reminder that all program level activity is recorded in the data, reports, and colloquia materials posted on Assessment website.]

• Sandy Chafouleas (associate dean) and Casey Cobb (associate dean) led discussion on envisioning the future of Neag assessment
  o The current assessment plan, available on the assessment website, is up for renewal
  o Now that our staffing is in place, our goal is to revise the plan to begin implementation in
spring 2016, acknowledging shifts from NCATE to CAEP

- Open Discussion
  - Culture of assessment becomes a culture of evidence with the shift to CAEP for Neag in Fall 2015.
    - Action Item: Moving forward, we will need to identify necessary training and supports – particularly in teacher education.
  - The Current Conceptual Framework: Learning, Leading, Lighting the Way
    - Action item: Sandy will talk to the Dean about his vision for the CF and how it fits with the Academic Plan ... and the future of both.
  - Ideal vision for data, analysis, and reporting
    - The assessment committee should be the steering committee.
      - Have a greater focus on educating committee members about the work done by each other’s programs.
      - Have a greater focus on empowering collaborative faculty learning - Professional Learning Community model
    - Re-examine the efficiency of TaskStream
      - We are using it as an archival system, but what other functionality is in that system? How can it improve our effectiveness – reports, accreditation prep? Can it link with HuskyCT?
      - Action item: Rene will contact Mike at Central to gain his perspective on benefits of TaskStream, as well as the strengths/weakness of the various tools on the market.
  - Faculty needs to support the changes
    - Time for tool design
      - To keep current with the tools; To complete the re-design of the assessment instruments; To ensure that, after the redesign, the instruments align with the accreditation standards and the common core; To keep current with changes in the accreditation standards; To ensure that the rubrics are accurate (and nuance) on the assessment instruments; To think about how they want to data organized in the summary reports
    - Assistance with data management
      - A resource person to gather all of the teaching evaluations form the last 5 years. Someone who knows where the data are, which data are necessary.
        - How do we balance faculty ownership of this with other faculty responsibilities?
      - A resource person to serve as the TaskStream resource. Someone to send reminders, monitor that tasks are competed on time, and outline operational procedures.

- Sandy (associate dean) discussed next steps to accomplish over the spring 2015 semester
  - Reorganize the subcommittee structure, with focus on continuing Teacher Ed and Administrator Prep groups. Ad-hoc groups (e.g. Tech, Critical Friends) can be convened as necessary and others are discontinued (e.g. OATS)
  - Recommendations made to align these groups with the CAEP language, and Dorothea will revise and add additional representation from Teacher Education programs