



Assessment Committee—October 21, 2008

Members present—Margaret Hewitt, Bonnie Braun, Mark Koorland, Brie Reck, Deanna Michael, Vivian Fueyo, Kathe Rasch, Zafer Unal

Members absent—Malcolm Butler, Andy Reeves

1. Lessons learned from the DOE site visit—(V. Fueyo, K.Rasch)

Dean Fueyo thanked all members of the committee for the contributions for the DOE site visit. The fact the team cited both the collegiality and the documentation as outstanding. She asked that we think of this as a dress rehearsal for the NCATE visit, where all programs will be reviewed.

What did you perceive you heard we did well?

Dr. Hewitt—In the last meeting with supervisors, Dr. Tomei said they had asked all of their questions. Mr. Lagrande and Ms. Weber were able to talk about the programs.

Dr. Hewitt elicited suggestions from the team members; the team indicated that they were writing down things to take back.

Other items mentioned:

- Assessment—CDN was valuable
- Extensive use of rubrics
- Level and detail of documentation
- Really good alignment between what we said and what we were doing
- Persistence in follow-up and not unique in that area
- Webpage of the Self-Study
- Internship Manual
- Impressed with student loyalty to the program and their knowledge of the program
- Rubrics had descriptors, not just numeric
- Work on the TWS and its adoption
- Rigor of portfolio evaluation

What could we do better?

- Problem with follow-up data
- Students and faculty familiar with AP's, Sunshine State Standards and CLO's; they were not as familiar with the FTCE's.
- Need to formalize and systematized in documenting the ways we are using data to make changes and improvements in the program
- Minutes for the Advisory Board meetings
- Oversight of minutes and a possible template
- Data we need from external sources
- Systematization of files
- Continuing to explore what we are using in Banner

It is clear that we need to further develop our systems to help us continue to audit this info.

2. Audit of Data available and Needed from the College of Education

Dean Fueyo re-introduced to the tiers of each program and began to talk through data points and additional information that will be needed to refine the system.

Dean Fueyo distributed tiers by program. She asked that each program begin to verify who is doing what aspects of this? She asked that each group verify and return recommendations by Wednesday, October 29, 2008 to Dr. Rasch and then fill in relevant data on the spreadsheet.

Dean Fueyo distributed table for Audit that was developed. She walked the them through the table using the Math/Science portfolio as an example. The second example has to do with admission data for ITP, UG and G.

Clarification of initial teacher preparation. Bonnie suggested that the ALC's need to come from this data assessment system and aligned.

Dean Fueyo clarified that the only data needed on PTO's is how many students we have enrolled in the program..

Preceding the FACTE meeting, the FLDOE training session highlighted USFSP's web-based folios as exemplary.

Title 2 reports are being changes and AACTE is facilitating information as it becomes available.

3. Academic Learning Compacts and Back-Fill Project for SACS (D. Michael)

Dr. Michael shared a calendar from Dr. Noonan's office and the Institutional Effectiveness Committee Assessment Activity Timeline. The data from Fall 2005-

present as to which students met satisfactory criteria for completion of the course and key assignments (e.g, the Comprehensive exam in the Children's Literature course.) The 4 courses in the COE are : EDF 3604, Children's Literature, Narrative Perspectives, Middle and Adolescent Literature. These are also tied to the General Education competencies.

Dr. Michael asks that the assessment committee to support the process by which data is studied and the critical assignment is reviewed and turns in grades. We might tie it to request to turn in e-grades, particularly for adjuncts. Dr. Hewitt asks about the syllabus to reflect that general education competencies. It should be in the course description and in the core assignment.

Academic Learning Compacts—The deadline for updating the ALC's to 2008 is November and the updates go to Dr. Michael in a word document. We should be cutting and pasting from folios and IPEP reports in the future. For the ACL's, an individual faculty member is responsible:

Grad and UG SPED: Dr. Rose
Ed Leadership: Dr. Reck
Math/Science: Dr. Reeves
Reading: Dr. Hewitt
Childhood Ed and Dual Track: Dr. Michael
English Education: Dr. Leung

ALC's are required by the BOG as measurable outcomes tied to objectives in each of the programs. Because in the COE, we now have a well developed assessment system, Dean Fueyo says to please use all of the info that have been developed for the folios.

On Thursday, October 23, Margaret Sullivan will be back working as a consultant will receive updates about progress. She is meeting with the Deans at lunch on Thursday. Compliments to the faculty for their efforts to bring the ALC's up to date; Education has really refined its systems and data.

4. Faculty Participation in the CDN—

Dr. Hewitt is very concerned about the "voluntary" nature of faculty participation. Some faculty did not finish up their assignments. There are errors in the system. Recommendation that faculty receive assignments for this.

1. A timelines for when CDN evaluations need to occur and agree to when students get feedback.
2. Questions about CDN process to the CDN website.

Issues:

The system we are currently using was developed with faculty input and was voted on to be adopted by the College faculty.

We need to systematize and institutionalize CDN evaluations. Two faculty with lower service assignments were assigned CDN evaluations.

There are no funds available, supplementing salaries is not a possibility. This is ongoing work that we agreed to implement.

Margaret is concerned with this being part of service. There are concerns about the level of service. We cannot put it in teaching. Might we be able to work up a % for each committee and this work. There are issues of evaluating qualifications. Extensive discussion ensued regarding faculty commitment to this. Suggestions regarding training, course release, service percentages, research opportunities, etc.

Next steps:

1. Dean Fueyo will draft some ideas of what we heard for the College faculty meeting and a history of the process of adoption.
2. This needs to involve all faculty in the college because it is part of the programs.
3. Develop a series of dates of review and dates of review.
4. Solicit volunteers and see who has assigned time.
5. Drs. Rasch and Braun will help with the training.
6. Service assignment and course release every so often as part of a college-wide responsibility.
7. Year commitment.
8. Phase in and assist with new people.

Maybe a video of how a highly successful student explaining how they did it.

We discussed how to monitor progress of students and final dates (December 5 for submission of entries and December 18 for sending letters).

Meeting date for next meeting. November 3, 1-3