

## Dewar COE Meeting Documentation Form

This form should be completed by all non-statutory committees/groups for meeting associated with the COE.  
Statutory committees are required to maintain formal minutes.  
The completed form should be filed according to approved COE policies and procedures.

Committee/Group Name: CIT

Chairperson/Responsible Contact: LS/EH

Purpose of Meeting: Accreditation reports, LiveText, Grad App, GA situation, ll.Ed - Tech Apps program, CLT & ACED websites, MED 7070.

Date: 08/25/20

Time: 10:00 - 12:00

Location: B, Collaborate

Departments/Groups/Agencies Represented: DK, LS, RS, SD, TH, DLH, SM, JJ, HF, EH

Primary Outcomes: The group briefly talked about late work and how issues related to it should be handled by instructors. LS: accreditation. DK, TH discussed how they handle hows for pedagogy assessments. LS: LiveText will get away but we should know timeline & when we make changes we'll do that w/ a new tool. TH explained how CI group capture student assessments using LiveText in EdD program. SD shared info about graduate assistants (GAs). There currently are 3 GAs, one to be hired. SD updated us on website merge. Can 7070 be moved to a regular semester? If so, what could be added into its place to be offered during summer? It's too much for summer (JD). SD: "...we should minimize the networking content to cover the GACE but not much more beyond that (MED 7400)?"

Actionable Items/Planned Follow-up: EH will still need to do analysis on disposition data.

SM may be asked to help on analyses; field logs: please check if students are doing them correctly; LS & EH will work on a document (word file) for LiveText assessments. One of our GAs (K'Nyia) is working remotely. If you have something that doesn't need physical presence, please send to Margo, she'll share it with the GA. At the program level, we should take care of our website and make the programs more marketable. e.g., update tuition fees, etc. please see they're right. Please send your thoughts and suggestions to SD. check CIT training and renew if necessary.