

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: CDI-

Chairperson/Responsible Contact: Ellen Wiley

Purpose of Meeting: CAEP Assessment / FAR / Degree offerings

Date: 1-20-15 Time: 1:30 - 3:20 Location: Conference Rm

Departments/Groups/Agencies Represented: EW, HF, LS, SD, DD, DK, LL, LP

①
Primary Outcomes: Clarify IT degrees offered - EdS / IT-LM (High Priority)
LS provided detailed description of how to address issue. Plan to offer EdS Library
Media instead of EdS IT / with add on certification. Keep degrees separate for
clarity - Enrollment will determine. Timeline for EdS developed by department and submitted
② Discussion of student/GA incomplete grades. ③ CAEP review comments.
④ Key Assessment Rubric - due by end of January.
⑤ For GACE eligibility, send list to L. Minor, students then contact L. Minor.
⑥ EdS field logs must be done correctly by students / assessed by instructors.
Actionable Items/Planned Follow-up: DD & LS to serve on PSC media rules committee.
Revise syllabi as needed for CAEP Review. Need 100 pt scale assessment
for each course. Dr. Pate shared example to be used as ^{key} assessment. Came from Literature &
standards. May need to "tweak" to meet our standards. Must include note about key
assessment for theme in specific course. Lorraine has digital copies to share. List for
GACE eligibility - student name, 870#, Cert #, - Remind students to contact
L. Minor prior to registering for GACE assessment.
✓ EdS student field logs. / H.F. to go to Graduate Executive Committee. 11/15/2012