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: Ed1

Chairperson/Responsible Contact: Ellen Wiley

Purpose of Meeting: CAEP Assessment / FAR / Degree offerings

Date: 1-20-15 Time: 11:30 - 3:20 Location: Conference rm

Departments/Groups/Agencies Represented: EW, HE, LS, SQ, DD, DK, LL, LP

Primary Outcomes:
1. Clarify IT degrees offered. EdS / IT-2M (High Priority)
   - LS provided detailed description of how to address issues. Plan to offer DS library
   - Media instead of IT-2M with additional certification. Keep degrees separate for
     Master's and IT-2M.
   - 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 - review list of all minority students then contact counselor.
6. EdS fieldlogs must be done correctly by students / assessed by instructors.

Actionable Items/Planned Follow-up:
- DD a LS to serve on DSC media rules committee
- Revise syllabi as needed for CAEP Review. Need 100 pt scale assessment for each course.
- Dr. Pale shared example to be used in assessment. Came from Literature + standards. May need to tweak to meet our standards. Must include note about key assessment form - theme in specific course. Lorraine has digital copies一波。 List for GACE eligibility - student name, GACE #, last #. Remind students to contact
  counselor prior to registering for GACE assessment.
- EdS student field logs - H.E. to go to Graduate Executive Committee.

11/15/2012