**Meeting Minutes APPROVED**

**January 27, 2020**

**1:30 PM – 3:00 PM**

**Location: Educational Leadership Room 207**

Convened by Rob Williams

Present: Appaji, Bradely, Bryant, Davis, Hall, Henley, Hux, Kelly, Medley, Williams, Woods

Absent: Bowser, McBride

* Approval of 12-2-2019 Meeting Minutes

Motion by Hall; seconded by Woods; Minutes unanimously approved.

* Proficiency charts – Due to Megan Medley by 2/3
* Program Assessment Plan – due to Kim Davis by 2/3

EPP Assessment Day will be April 24.

* LiveText Assessments Form –Due to Kim Davis by 2/3

Importance of completing feedback to Jackie on first narrative, and program groups completing portions of Standards drafts.

Students with difficulties with LiveText need to contact LiveText

Assessments need to go into LiveText; when not used students will notice.

Field experience module work underway.

Disaggregated data in Blackboard (separate groups by Program for Reading, e.g. MSE vs. Ed.S.), same can be done in Blackboard.

Woods mentioned Rubrics used prior to Reliability/Validity work is problematic, and LiveText bulletin approval work (for Fall 2020) is not yet in place.

Ideally this is a course requirement (like a text), not a program requirement.

Kim and Dr. Bradley reiterated timeline dates for self study, drafts, getting draft to Summer, etc.

* Update on validity and reliability for assessments; when validity and reliability is established for assessments, begin writing the narrative for your standard

Targeting April 24 (Assessment Day) to look at this.

* CAEP Updates from Webinar w/ Dr. Malina Monaco 1/22/20

Virtual visit between March 1-August 30. Who all needs to be there is forthcoming.

Kim mentioned desie for Standards chairs to be there.

Kim sent out the PPT with the information from the Webinar (see Logistics slide).

Kim had positive things to say about Dr. Monaco and her furture presence.

Kim reiterated the process (see Interim Advanced Process slide).

Kim also mentioned if we don’t have “concrete evidence,” then we need a “phase-in plan.”

Kim mentioned Phase-In Scehdule for Advanced Programs document

John/Megan mentioned they have their vaidity data from Wayne just recently in; mentioned survey response from NASP-approved program directors (7 questions were removed).

* Minority Graduate Educator or Administrator Consent Form-Audrey

A.C.A. § 6-61-124 requires that at the end of each semester all Arkansas state-supported colleges and universities (or educator preparation providers, EPP) report to the Arkansas Department of Education (ADE) a list of minority graduates who have been recommended for an Arkansas Educator or Administrator License. The list will include name, address, email address, and major or licensure area.

Prathima shared that Audrey wants to know if we can place a form in the Graduate programs so that this can be collected initially or by capstone.

Discussion/concerns about the need to have consent given to transmit this information. Implications to Employer Survey for this issue, as well.

* EPAC meeting planning committee– All program directors

Program directors (if willing) to help plan. Breakout sections desired.

Summer (June 11). Will need all programs represented—especially those able to provide feedback on program assesments.

Rob motioned to adjourn; Lance seconded; unanimous.

* 2019-2020 meeting dates
  + Jan. 27
  + Feb. 24
  + March 16
  + April 20
  + April 24 Spring Assessment Day
  + May 11 (tentative)
  + EPAC meeting June 11

Draft Minutes submitted for review by Ryan: 1-27-20

Draft Minutes approved unanimously at 2-24-20 Meeting (see 2-24-20 Meeting Agenda/Minutes)