**Meeting Agenda**

**November 11, 2019**

 **3:30 pm – 5:00 pm**

**Location: ELS 207**

Members present: Nicole Covey, Prathima Appaji, Lance Bryant, Scott Doig, Audrey Bowser, Kimberley Davis, Mary Jane Bradley, Lisa Rice (proxy for Susan Whiteland), Heloisa CursiCampos via zoom, Kimberley Davis (proxy for Jacques Singleton), quorum met

1. Approval of Previous Meeting Minutes
	1. Motion by Heloisa, second by Nicole, motion passed
2. Roles and Responsibilities of IPAC
	1. Governance Handbook, page 5
		1. Scott shared with the group, (include the exact wording), Mary Jane shared that when that was written it was not taken into account of when the CAEP coordinator submits her annual report. We need to look at changing the May 31 date to March 15 to get this report to the CAEP coordinator in a timely manner, Nicole made motion, Lisa seconded, motion passed
3. Assign review of assessments: Review for strengths, areas for growth, suggestions for head of unit, Dr. Bradley
	1. Praxis Content pass rates (88.14 % benchmark):
		1. Examine subject specific means & means for college
		2. Prathima shared data with us for ELED and MLED for content and PLT. Dr. Bradley mentioned looking at page 4 at the computed means for passed/not passed. Dr. Bradley shared these pass rates with the group. Dr. Bradley instructed that Prathima would be going back and creating a compilation report looking at grand means to determine if we met the required benchmark percentage of 88.14%. We asked Prathima to send out the completed reports so that we can run statistics on our test data. Heloisa and Sarah will be tasked with looking at this content specific Praxis data. Each content area has to have 10 test score points to be considered measured agains the benchmark. However, every area is included the compiled EPP benchmark measure regardless of number of data points. Dr. Bradley suggested looking at the data to identify outliers that impact our scores in negative ways and creating a plan to address those. Some discussion took place about the new rules and regs regarding licensure for mid-level. Dr. Bradley shared that a possible mid-level change would be instead of getting licensed in two areas, teacher candidates will only seek licensure in one area. The group continued through the data reports compiled by Prathima, looking at all programs individually giving brief attention to specifics per sub-area for each content exam. Specifically addressed the success of the PE program with 100% pass rate on both content and PLT. Scott mentioned how the program has aligned curriculum and purposefully schedule the exam after primary coursework is completed. Clearly this curriculum work has paid off in reported student data. Dr. Bowser mentioned that there is no longer in the rules that students must take and pass the PLT for licensure. We still use the PLT for our students. We need to adopt the state minimums as Astate pass scores. We notice that across our state it is unclear as to what defines a program completer. There is now debate with the new rules and regs out for discussion as to what is defined as a program completer. We are forwarding to COPE to address the issue of edTPA vs. PLT to determine how to set up guidelines for the 20% sent to Pearson for scoring. Susan and Jacques will look at the Praxis PLT data.
	2. Review of Praxis II PLT report
		1. Is the report formatted correctly for our needs?
			1. We would like to have grand means calculated for each sub-category.
	3. Development of Page 5 of Quality Assurance Plan—tabled until next meeting.
		1. IPAC reps update sections
		2. Add columns (should columns from p. 20 be added?)
	4. IPAC report completion to be moved to March 31—tabled until next meeting.
4. Future work—tabled until next meeting
	1. Institutional summary report
	2. Review of EDA report
	3. edTPA initial results (review in April)
5. Review EPP Assessment Plan
	1. Go through the draft plan, make changes, and bring it to the next meeting.
6. Question regarding language to insert into syllabi concerning PLT and EdTPA
	1. This will be addressed when we have gathered data from fall 19 and spring 20
7. Old Business: Recommendations from Assessment and Alignment Committee
	1. Review and vote for moving to COPE
		1. Recommendation is to move this forward to COPE to be addressed in committee. Nicole motion, Jacques second, motion passed
8. Adjourn
	1. Motion by Jacques, second by Susan, motion passed

**Next meeting:** Monday, December 9th 3:30 pm-5:00 pm (Last day of classes)