COE Assessment Committee Meeting Minutes  
February 21, 2018

Attendees: Susan Borg, Judy Cook, Christina Ellis, Marcus Gillespie, Elizabeth Gross, Julie Herron, Tori Hollas, Peggy Holzweiss, Silvia Huntsman, Dusty Jones, Elizabeth Lasley, Jannah Nerren, Lautrice Nickson, Andy Oswald, and Karin Perry

Teacher Capstone Portfolio

Christina Ellis requested volunteers to score the Teacher Capstone Portfolio this semester. Please email her at cellis@shsu.edu if you are interested.

Dispositions Assessment

The dispositions assessment is being piloted in the student teaching block. Agriculture student teachers have already completed it. All other student teachers will complete it by April 1. We will review the data at our meeting in May.

Meta-Assessment Discussion

Dr. Nerren thanked everyone who completed their assessments.

The feedback will be distributed to those who wrote the unit’s assessment plans.

Several attendees had difficulty with the meta-assessment rubric for evaluating annual assessment plans. It was pointed out that the rubric belongs to SHSU and cannot be changed, but the committee members concerns and difficulty with it will be shared with Jeff Roberts in Academic Planning & Assessment.

Several members suggested the need for more explanations and training for the assessment process, possibly on the front-end to program writers. Dr. Nerren shared that past professional development opportunities for CampusLabs have been poorly attended. She will try to set timing of distribution of feedback to program writers with professional development opportunities. Some programs are likely to be jarred once their feedback is received. Last year it was not done, and in previous year the feedback was not shared with the writers.

Committee members asked for an example of an “exemplary” score. It was noted that several writers had minimal information and some did not refer to their assessment data when writing about their finding and action plans. There can be a wide variance among reviewers on the same assessment plan. Andy Oswald distributed a handout comparing the units and comparing scores of first reviewer with second reviewer. Some were very close in agreement but others were not. Educator Preparation Services unit had largest variance, and it was suggested that their assessment plan be reviewed by a

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third person to see how that affects the variance. A final summary will be sent out once all reviewers have completed their scoring.

Dr. Ellis asked if the committee thought it would be easier for the program writers to use a Word or Excel template to enter their assessment plans and Center for Assessment staff would actually enter it into CampusLabs. Committee members were in agreement with this suggestion. Dr. Nerren said developing the template would be a summer project for CFA.

Prior Meeting Minutes

Minutes from the November 29, 2017 meeting were reviewed. Dr. Dusty Jones reported that he attended the meeting but was not listed as an attendee. No further changes to minutes.

Working Groups

Dr. Nerren reviewed the Assessment Committee working groups and what oversight these groups provide. The working groups are (1) Measurement and Alignment, (2) Program Improvement and (3) Policy. Committee members from last year were rolled over to the same working group. New committee members who replaced someone were assigned to that person’s working group. The other new committee members were assigned to working group as needed. Dr. Nerren charged each working group to meet at least once this semester.

The working groups are comprised of:

Measure and Alignment

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<thead>
<tr>
<th>Jannah Nerren - chair</th>
<th>Julie Herron</th>
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<tr>
<td>Susan Borg</td>
<td>Silvia Huntsman</td>
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<td>Ty Cashion</td>
<td>Dusty Jones</td>
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<td>Marcus Gillespie</td>
<td>Andy Oswald</td>
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Program Improvement

| Karin Perry – chair | Jannah Nerren – co-chair |

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Next meeting will be scheduled and members will be advised.

Meeting was adjourned by Dr. Nerren at 2:56 pm.