**Meeting Minutes APPROVED**

**February 24, 2020**

**1:30 PM – 3:00 PM**

**Location: Educational Leadership Room 207**

Convened by Rob Williams

Present: Appaji, Bowser, Bryant, Davis, , Henley, Kelly, McBride, Medley, Williams, Woods (Kelly Proxy)

Absent:, Bradley, Hall, Hux

* Approval of Previous Meeting Minutes

Motion by Medley seconded by McBride Minutes unanimously approved.

* Update on Proficiency charts

Everyone’s charts are entered. Will need meetings with Program Coordinators—specifically how we got our reliability and validity. Megan will need clarification from program/coordinators “assess” versus “address”—so that they are sure they can write to it.

Kim suggested combining this with meeting with Prathima to verify key assessments are correctly entered into LiveText.

Megan mentioned that Wayne has the assessments, now needs data. Kim noted that we may be to the point where we can do this ourselves.

* Update on Program Assessment Plan and Livetext Assessment Forum

Kim has updates from most. Still missing a few, a few spots, and will be sending to Prathima, and Kim will note what’s missing.

* Upadate on Completer and Employer Survey

Basially just heard we have to do it ourselves.

* Diversity Committee Recommendation and Goals for Advanced Programs

Campus Climate Survey implications? Will seek committee recommendations. Audrey asked if the COEBS Diversity committee would become the EPP Committee; Kim suggested use it as a basis and expand (e.g. Secondary). Annette recorded a list of possible names.

* Technology Committee Recommendations and Goals for Advanced Programs

Kim shared concerns that the plan we have now is too much, too much to be accountable to. A recommendation shared with Kim that Henderson State had a very recognized technology plan. Annette recorded names as well; Rob will contact.

* Advanced Programs Annual Report

Kim shared Handout (outline format) of what she/Rob needs for the EPP Annual Report. Will need some this information from Program Coordinators; some from other areas/reports. Rob mentioned the short narrative he requested about Praxis scores, for examples. Need for EDA/EDLA training on Assessment Day.

* Upcoming Meetings
	+ Next APAC meeting date-March 16
	+ Next EPP Meeting: March 18th
	+ April 24 Spring Assessment Day
	+ May 11 (tentative)
	+ EPAC meeting June 11
* Additional Items

Megan discussed Standard 5; need for robust rubric for interview/admission

Jackie mentioned Partnership Council Meeting planning. Needs Reading folks (send to Jackie/Rob). Discussion of scheduling. June 11 (EPAC) date targeted.

Motion by Williams to Abjourn; Second by Medley.

Draft Minutes submitted for review by Ryan: 2-24-20

Minutes were to be approved at 3-16-20 Meeting (cancelled due to Coronavirus impact in March).

Minutes approved at 4-20-20 Meeting via Zoom (see 4-20-20 Meeting Agenda/Minutes)