IPAC

**DRAFT** - Meeting Minutes April 30, 2020, 3:30-5:00 pm

Members Present:

Nicole Covey

Kimberley Davis

Susan Whiteland

Scott Doig

Sarah Labovitz

Dixie Keyes

Jacques Singleton

Lance Bryant

Audrey Bowser

Prathima Appaji

1. Approval of Minutes
	1. Change minutes: Sarah and Susan were not scheduled to present EDA today, but when data is available
	2. Motion to approve minutes by Dixie, Jacques second, motion carried
2. EPP Assessment plan
	1. Kimberley has still not received information from several programs. She will be contacting them individually next week to get the needed information.
	2. All faculty need to make sure they complete the mandatory EDA and EDLDA trainings and refresher courses in Blackboard.
3. Novice teacher survey
	1. Same issues occur this year that have been an issue in the past—classroom management and diversity
	2. Graduate MATs are a great concern across all themes. It is clear there is a lack of understanding concerning the Danielson Model. Nicole stated she goes over this with MAT ELED and MLED candidates in her effective teaching course but it is not as deep as it needs to be. Nicole will utilize an assignment of Dixie’s with the MATs beginning this fall to ensure all MAT candidates in ELED and MLED gain a greater understanding of the Danielson Model. Kimberley and Dixie suggested we look at scheduling more seminars with MAT students to ensure the same level of support for MATS as we provide for all initial licensure teacher candidates. Dixie suggested we take this data to our PLCs as potential growth areas within teams.
	3. To further assist in programs meeting the much-needed deadlines for all EPP assessments, Sarah suggested that we create a timeline of where all assessments should occur and who is responsible so that we all know what is due when. Nicole agreed that this would be very helpful. Kimberley stated this timeline will be a focal point of the Assessment Plan document once programs submit their information to her and she is able to complete the plan. We agreed this information should be housed in several different locations for ease of access.
	4. We are still struggling to get the EDA completed by all programs at the required times. Audrey is working with several people to create an easy efficient way to collect the EDA data and make it available to all who need it.
	5. Kimberley expressed her concerns that we are seeing the same deficits year after year, but yet are not addressing them in our programs. We need to do a better job as an assessment group of ensuring the work towards improvement is important and followed through in each program.
4. Assessment Day Workshop
	1. Since the majority of faculty were moved to off campus work due to Covid-19, we will do assessment day in the fall, probably in August.
	2. Assessment Day will occur in June for advanced programs—Zoom with breakout rooms
5. Goals
	1. Sarah wants to approach the conversation to diversify information for programs that don’t fit the mold, move away from a one size fits all approach of data collection and analysis
	2. Technology Plan, primarily, is a good example of not taking all programs needs into consideration.
	3. Kim agrees the Tech Plan is too convoluted and is reaching out to Henderson State to look at their plan and how that same plan might work for us.
	4. Nicole wants to ensure the work we do matters, that we actually spend the time ensuring required work for program improvement within the EPP gets implemented.
	5. Nicole and Dixie are going to go through the minutes from the last two to three years of IPAC meetings and list out all decisions made and votes approved to see where those items are at now in terms of implementation and bring those back to the group to investigate where the works stands at this time. We need to determine at what point in the pipeline are these falling through the cracks and dying.
6. Announcements
	1. Next meeting will be in September
	2. IPAC report will be due in January instead of March
7. Adjourn
	1. Susan moved to adjourn, Dixie seconded, motion carried.