The University of Mississippi
School of Education
Assessment Committee

Meeting Minutes
January 10, 2013

Attendees: Dr. Pepper, Kevin Stoltz, Dennis Bunch, Stacey Britton, Otis Pickett, Amy wells-Dolan.

Committee Discussion

Old Business
SOE Assessment Committee Bylaws:
The committee reviewed the proposed changes and the addition of a philosophical statement to the by-laws. Kaye Pepper moved to accept the revised By-laws. Stacey Britton seconded the motion. A brief discussion followed clarifying some language and edits. All members voted to accept the by-laws. There were no abstentions or nays. The by-laws will be edited for English and sent to the Associate Dean and webmaster for record retention.

Faculty Assessment Retreat Presentation
Otis Pickett prepared a PowerPoint presentation covering the philosophy, purpose, and history of the SOE Assessment Committee. Otis will present this information at the faculty retreat. A copy of the PPT will be sent to the webmaster for record retention.

Stacey Britton prepared focus group questions for the group activity portion of the SOE Assessment Committee presentation. The committee members discussed the questions and made minor revisions. The questions and group activity are designed to gather data concerning the faculty culture concerning assessment systems used in the SOE. This data will be collected and summarized in the next SOE Assessment Committee meeting. A report will be generated for SOE Administration and Faculty. The purpose of the focus group data and follow-up report is to provide guidance to the faculty and administration about areas for development in augmenting the culture for gathering and using student performance data to improve educational programs in the SOE.

Amy Wells-Dolan asked that Kevin send all approved meeting minutes and agendas to the webmaster for record retention.

New Business
Kevin suggested and the committee agreed to table the discussion concerning making recommendations to administration for the development of program assessment manuals and development a review process for the assessment system. These discussions are going to commence at the next assessment meeting scheduled for March or April. The committee discussion was close and the meeting adjourned.

Next meeting scheduled is pending. Kevin will send a calendar for meeting dates and time.