

## Campbellsville University School of Education

### Undergraduate Committee Meeting Minutes

February 2, 2018

#### 1. CAP 3 portfolio pilot

- We plan to pilot the portfolio and rubric this spring with our small cohort so we can revise and make needed changes when we have a larger group in the fall.
- The goal is to have the CAP 4 portfolio and rubric match the CAP 3 portfolio and rubric.
- Remember we are required by fall 2018 to measure our students again KTPS/InTASC standards.
- Chuck, Susan, and I collaborated on this portfolio rubric. It is much more holistic than the last portfolio. In the last version, students were required to use this prescribed document to demonstrate this specific standard, another one for another standard, etc. This portfolio lets students have more of a voice in selecting artifacts. One important goal of a portfolio is the opportunity to showcase best work.
- I included two drafts of the portfolio rubric. Draft 1 is based entirely on the InTASC progressions document. The only alteration we made was to add a column for 1, not meeting the requirements. If you look at the indicators, the rubric is different from our previous rubric; it is progressive, candidates have to meet all requirements of a 2 before they can be considered a 3, etc. it is an all or nothing rubric. Looking at these indicators, we did not think it was realistic that all of our students could meet even the basic level. Remember, the progressions is for practicing teachers, our candidates are not there yet.
- SO... we thought it would be very discouraging for our students to at most get a two for every standard. That is why we created the portfolio DRAFT 2. In this draft, we took the bottom level of the progressions document and broke it down so that our students can be successful. This is the draft that we intend to use for the pilot. (By the way, the items that are highlighted are observable items, items that will likely be included in our new observation document that we will pilot in fall 2018).
- At this point, we are asking for your input. We will conduct Lawshe's testing on the document using our P-12 partners. We will conduct Lawshe's at a faculty meeting as well. All of this input will help us co-create the next version, which will be implemented for CAP 3 and CAP 4 in the fall.
- We will also conduct training in an upcoming faculty meeting to ensure reliability.
- **Dr. Hamilton mentioned that partners are asking for more instructional practice, effort from students, especially meeting needs of ELL and SED. For these reasons, and because the current Collaboration Project and Leadership Projects do not meet InTASC standards, and because they are not required by KTIP, the new portfolio rubric does not require them. This does not mean that faculty cannot still include them as required assignments in their courses. Dr. Davis mentioned that the project in her class still might be included in the portfolio.**

#### 2. CAP Procedures (Remove from course work?)

Dr. Ennis suggested removing the CAPs from courses because dual credit/transfer students miss them and the amount of time they take from course time. However, Dr. Garrison suggested we table this discussion for now because they are already written into the CAEP work as they are scheduled.

**3. Curriculum Guides on Tiger Net?**

There is no reason we should not include the curriculum guides on Tiger Net. We will just need to make sure they are updated.

**4. Updated CAP 3 document**

Dr Garrison explained that CAP 3 application clarified that students need both state and federal checks.

Dr. Hamilton mentioned that our students need more Gs instead of Bs in KFETS. Dr. Garrison reminded us that it is important in our language too to use clinical instead of observation hours. Dr. Hamilton stated that one problem might be that the default option on KFETS is B.

Dr. Garrison mentioned that when students transfer in, we need to evaluate and equate those hours to our courses.

**5. Student teaching in private schools**

The undergraduate faculty agreed that candidates should only have one placement in a private school. We will propose this policy adoption at the faculty meeting.

**6. PPD requirement**

Dr. Garrison suggested we eliminate the requirement. We will discuss again at a future meeting.

**7. Disposition PPD**

We will have an all undergraduate P-12 main campus meeting February 15 at 10:00 to introduce students to the new disposition policy and documents.

**8. Moodle requirements**

What are minimum expectations for Moodle? Faculty were asked to email Dr. Magruder suggestions.

