Present:
Dr. Ed Dickey, Committee Chair, Professor and Chair, Dept. of Instruction and Teacher Education
Dr. Loren Knapp, Asst. Dean, College of Science & Mathematics
Dr. Irma Van Scoy, Associate Dean, College of Education
Dr. Alisa Lowrey, Asst. Professor, Dept. of Educational Psychology
Ms. Renee Connolly, Dir. of Accreditation & Quality Assurance, College of Education
Dr. Ken Watkins, Interim Chair, Dept. of Health Promotion, Education, and Behavior, School of Public Health
Dr. Robert Valois, Professor, Dept of Health Promotion, Education, and Behavior, School of Public Health

0. Core Committee Discussion of Upcoming Review of Plans
Dr. Dickey asked members for input on how to handle the physical education recommendation reports in terms of reviewing all the information included in the report. He explained the separate sections of the reports: the committee’s summary and recommendations (approximately 2 pages), the compilation of the rating sheets, and the QCom procedures and rubric.

Dr. Dickey asked for input from the committee members as to their preference for correspondence with upcoming emails and program information. The consensus was to receive separate e-mail messages each containing a program recommendation report.

I. Call Meeting to Order & Approval of December 11, 2003 Minutes – Dr. Ed Dickey
Formally called to order at 9:07 a.m. Dr. Dickey asked for introductions from all members and highlighted the committee’s responsibilities for assessment and program quality.

II. Review of Health Education Programs
A. Overview of MAT Health Education Program & Plan – Dr. Robert Valois
Dr. Valois commented on the relationship of the MAT program to its professional association, AAHE, and the state of school health educators in South Carolina. The MAT has recently received its final approval from AAHE that all standards have been met and the program has passed its program review process and is now nationally recognized. He acknowledged that this program is a small one and provided the historical development within the University. There is currently no big recruitment efforts underway for this degree due to the position of this discipline in the State and Dr. Valois does not see this changing.

B. Committee Review of Assessment Plans for the MAT
The Committee asked about the number of students currently in the program and the courses that are provided to such a small number. There is currently a very small number of students in the program and this has been the case over the years. Dr. Van Scoy explained how the SC Commission on Higher Education “allows” such a small program to exist in the State. Members and program reps discussed basic advantages of an undergraduate program in certain areas that may be low in enrollments, like the MAT. Dr. Valois explained that the Department has explored issues of a minor and is open to other ideas that could help get more students enrolled. Dr. Dickey expressed concern that more performance-based student data be included in the plan rather than just course grades. There was also concern that the Internship might be divided out to
become its own point in the program (i.e. Admission, Midpoint, Internship, Program Completion). These might be similar if the internship and program completion are, in fact, at the same times. Dr. Van Scy, with agreement from Dr. Valois, cited that a specific comprehensive examination be administered. Members discussed what types of examinations might be helpful in evaluating a student’s acquired knowledge, while meeting the Graduate School requirements, and collecting information for the assessment plan. Dr. Van Scy suggested the change of some courses (the A and B internships) as they are listed on the plan. She suggested that completion of the A internship would be better listed as a Midpoint item but the B internship should be either under Internship or Program Completion.

C. Overview of Certificate and Ed.D. Programs & Plan – Dr. Ken Watkins
Dr. Watkins explained that these two programs are very small and have been over the years. The Department continues to hold on to these as they do fulfill a role in the state that is not available elsewhere. The certificate program is only an 18-hour program and students usually enroll jointly as they complete another degree. Dr. Watkins explained that some curriculum revision has been occurring in the masters level program and that those changes can be seen somewhat in the coursework for the certificate. He commented on the expectations that students who are entering are not typically interested in research as much as gaining extra content expertise through this coursework. He also explained that the Ed.D program is very small but serves a need in that it is the only such program in South Carolina. Dr. Watkins commented on the presence of rubrics that are a part of a health association that could be implemented into the plans.

D. Committee Review of Assessment Plans for the Certificate and Ed.D.
Members asked clarification questions of Dr. Watkins to clarify program hour requirements and for what the certification program prepares students. Dr. Dickey explained the relationship that is required of all PEU programs to relate their plan to the Conceptual Framework and expressed concern that the plans for the Certificate and Ed.D. make a meaningful connection to the framework. Dr. Van Scy emphasized the importance of specificity relating data collection to the areas of the framework so faculty better understand specific concepts of what students know and do not know. Her suggestions included the use of projects and papers that cover ideas instead of only course grades. Dr. Dickey clarified this issue with additional examples that included emphasis on performance assessment data. Members discussed how some of these ideas could be collected and might be helpful to the program’s data collection and logistics efforts. Dr. Knapp questioned the program’s desire to have program completion information from students and how the collection and use of that information could be helpful. Dr. Watkins acknowledged this possible use and how this could be helpful to these programs. Dr. Dickey encouraged program faculty to think of meaningful questions in their plan that would help them discover real program improvement areas and reasons for these changes.

III. Committee Discussion of Recommendations & Procedures for Health Education Programs
Dr. Dickey explained to the program representatives that a recommendation report would be compiled and forwarded to them with the Committee’s recommendations. They will have an opportunity to respond, as needed, when the report comes out. After the Committee and the program representatives’ final review, the recommendation report will be sent to the Intercollegiate Education Governance Council (IEGC) that is comprised of all the Deans of the PEU.

IV. Committee Discussion of Outstanding QCom Business
A. Physical Education Recommendation Reports
Dr. Dickey informed the members that the physical education recommendation reports would be sent out to the Committee for their review.
B. Finalization of Dates for Remaining Spring 2004 Reviews
Ms. Connolly reminded the members of the upcoming QCom meetings and which programs are up for review. Those are:

Art               February 20, 12:30-2:30 p.m.
Music             March 26, 12:30-2:30 p.m.
Speech-Language   April 9, 12:30-2:30 p.m.

Dr. Dickey mentioned that he would like to schedule an additional meeting this semester for organizational reasons.

The meeting was adjourned at 10:34