Members present:
Dr. Ed Dickey, Committee Chair, Professor and Chair, Department of Instruction and Teacher Education
Dr. Lynda Nilges, Assoc. Professor Department of Physical Education & Physical Education program representative
Dr. Loren Knapp, Asst. Dean, College of Science & Mathematics
Ms. Falcia Harvey, Coordinator, SC Dept. of Ed. Office of Teacher Quality
Dr. Debbie Hamm, Chief Information Officer, Richland District Two
Ms. Renee Connolly, Dir. of Accreditation & Quality Assurance, College of Education
Dr. Karen French, Department Chair & Program Representative from Physical Education
Dr. Jim Mensch, Program Representative from Physical Education (athletic training)

I. Call Meeting to Order & Approval of October 10, 2003 Minutes – Dr. Ed Dickey

Dr. Ed Dickey, Chair, called the meeting to order at 9:05. He asked committee members to introduce themselves and provide what department they represented. Dr. Dickey also summarized the charge of this committee.

The minutes from October 10, 2003, were approved with no changes. They will continue to be posted on the COE webpage at: http://www.ed.sc.edu/Documents.asp.

II. Review of Physical Education Programs

A. Overview of physical education programs – Dr. Karen French, Department Chair

Dr. French provided an overview of the physical education department and briefly highlighted all the programs that were being reviewed. She briefly described the types of internships and practica required for each degree and the nature of each. She reminded the members that all programs are reviewed by an external professional association, but that they have been reviewed under an old set of standards. Assessment plans in the department have been written based on the associations’ new standards and reflect them accordingly. She also reported to the group that curricular changes are being made in some programs to coincide with new standards (IMA degree), and to better align with university and professional needs for athletic trainers (MS degree). She also informed the group that their current professional association, NASPE, will no longer be reviewing MS and Ph.D. level programs. For this reason, those programs will now be reviewed by the Commission on Higher Education. Dr. French reminded the group that these significant curricular and standards changes will have an impact on the assessment plans that are currently in place. She asked that the group keep this in mind while they conduct the review and noted particular instances in the plans that may need to be updated or changed.

Dr. Dickey provided a synopsis for the members of each program and asked for clarification from Dr. French.

B. Brief overview of Initial level Physical Education Programs – Dr. Lynda Nilges (teacher education track of BS and the MAT), Dr. Jim Mensch (athletic training track of the BS)

Dr. Mensch distributed a handout to the committee members that explained basic information for the BS degree with a concentration in athletic training. This handout provided some explanation on the history of the program, who it has been/is approved by, numbers of clinical instructors, current enrollment information, and the types of data that are available for faculty to review. He also explained program requirements in terms of what candidates are expected to know and do. He reported to the group that the athletic training track has a lot of data available to help faculty determine how well their students are progressing and that program decisions are made based on these data.

Dr. Nilges explained the two initial-level programs as they relate to the preparation of physical education teachers. Based on the assessment plan provided to the committee members, she reviewed how each program is meeting the necessary data requirements and how faculty collect and monitor the
data that has begun to come in. She provided a handout to the members that highlighted some of the
data analysis that has been completed up to this point for the BS degree and how faculty use this
information for program changes.

C. Committee Review of Assessment Plans for the BS and MAT degrees – All Committee
Members
The committee asked Drs. Mensch and Nilges specific questions related to the assessment plans and the
criteria sheet for review of the plans. Some specific questions focused on how the plans related to the
conceptual framework, how data collection might happen in a shared way between the department and
the Office of Accreditation & Quality Assurance, and survey data that is gathered. Crates containing
performance data related to the program assessment plans were available for committee review before,
during, and after the meeting.

D. Brief Overview of Advanced level Physical Education programs – Dr. Karen French
Dr. French provided an overview of the IMA, MS, and PhD programs in physical education. As stated
earlier in the meeting, she reminded the group that curriculum changes would most likely be occurring
and clarified in the MS degrees. In addition, the IMA degree would be given more attention and the MS
and PhD degrees will be held to a new set of standards by the Commission on Higher Education. These
changes will have significant impacts on the development of new assessment plans and how the
programs will need to be focused in the future. She also explained the relationships between the
advanced programs and the initial-level programs in terms of using advanced students to teach in the
initial-level programs so that some continuity and connectedness is evident.

E. Committee Review of Assessment Plans for the IMA, MS, and PhD degrees – All
Committee Members
The committee asked Dr. French specific questions about the administration of these programs as they
related to the assessment plans. Some specific questions focused on how the plans might change, how
these advanced programs need to be linked to the conceptual framework, and how data collection can
really happen within the department. Crates containing performance data related to the program
assessment plans were available for committee review before, during, and after the meeting.

III. Committee Discussion of Recommendations & Procedures for Physical Education Programs – Dr. Ed
Dickey
Dr. Dickey reminded the members that they needed to complete their review sheets on each program and submit
them in a timely manner to Ms. Connolly. He also reminded the physical education representatives that the
committee’s overall report on all the programs and its recommendations would be forthcoming. He thanked
them for their participation and willingness to be a part of the review committee at this time.

Members of the committee expressed an interest in making QCom meetings clearer and easier as the committee
continues its work and develops further. They suggested ways that this might be accomplished by helping them
understand more fully what to expect prior to their meeting, giving members some time to talk before program
representatives came into the room, and giving programs sufficient notice of their review and what the review
would entail. All members agreed that these basic ideas would help the committee run more smoothly.

IV. Schedule meeting to finalize School Psychology Review
Dr. Dickey asked members to review calendars in order to determine one final meeting day of the fall semester
so that recommendation reports for school psychology and physical education could be finalized. This meeting
was set for Thursday, December 11, at 1:00 p.m. in the Dean’s Conference Room in Wardlaw.

The meeting was adjourned at 10:55 a.m.