Members present:
Ed Dickey, ITE Representative & Acting Chair
Debbie Donovan, Lexington Two Representative
Huynh Huynh, EDST Representative
Mike Seaman, Associate Dean COE (substituting for Irma Van Scoy)
Allison Jacques, SC Department of Education Representative
Mary Ann Byrnes, College of Arts & Sciences Representative
Catherine Luthren, Certification & Quality Assurance
Renee Connolly, Dir. Accreditation & Quality Assurance

Program faculty:
Mary Styslinger, Associate Professor, Secondary English Education
Mary Hipp, Clinical Instructor, Teaching Fellows Programs and Secondary English Education

I. Informal meeting
Dr. Dickey presided as acting Chair in the absence of Dr. Stevenson. Regular committee members gathered at 1:30 to discuss preliminary issues of the plan for the MT and MAT programs.

II. Call Meeting to Order and Review of Minutes from September 15, 2006
The minutes from September 15, 2006, were approved. They can be found at:
Dr. Dickey called the formal portion of the meeting to order at 2:00 p.m. and explained the role of the committee. He asked that the members introduce themselves. Dr. Dickey asked Dr. Styslinger to provide an overview of the programs.

III. Committee Discussion of Recommendation Report for Business Education Assessment Plans
The recommendation report for business education’s assessment plans was approved by the members. The report will be forwarded to the program faculty, that college’s Dean, and the Director of the Teacher Education program (COE Dean).

IV. Review of English Education Plan for the MT/MAT in English Education
Dr. Styslinger explained the slight differences between the MT and MAT programs, that included the number of students and length of time to degree. She also highlighted how she developed the plan by reviewing NCTE’s expectations and meaningful assessments. Dr. Dickey brought up discussion about how helpful the midpoint ADEPT interview may be in informing candidate progress. Dr. Styslinger explained her thinking in including the ADEPT ratings at this point, but was willing to adjust in her use of ADEPT to include the mid and end-ratings.

Dr. Huynh asked for clarification on the assessments cited for use to show the diversity conceptual framework term for NCTE standard 3.5. Dr. Styslinger explained how the assessment will cover the diversity term of the PEU conceptual framework.
Dr. Seaman asked for clarification on the data collection process to make sure that the collection and storage process is clear. Committee had discussion on how to assist program faculty in obtaining data from the identified key assessments so the logistics within the plan are clear. Dr. Styslinger explained how data may be collected that will be used in the plan.

The committee had discussion on clarifying available rubrics at this point. Dr. Styslinger highlighted the rubrics that Ms. Connolly distributed at the beginning of the meeting, explaining which ones are in draft form and which ones have not been developed yet.

Dr. Dickey suggested that logistical information may be clear in some tabular format. Dr. Styslinger reminded the members that she is the sole English education faculty and will be responsible for collecting and reporting the data. She agreed to develop a clearer format for the collection and analysis of the data.

Ms. Byrnes asked that the program faculty consider sharing this assessment plan with the English faculty in the College of Arts and Sciences.

Dr. Seaman introduced discussion on the initial use of assessment plans within the structure of QCom, by asserting that the development of plans should precede what is required to be sent to NCATE or the State. The committee entertained discussion on how this may be relevant to assessment plan development.

V. Committee Discussion of Recommendations & Procedures for Plan

Dr. Dickey explained QCom’s procedures after the conclusion of the meeting and how their recommendations will be addressed. Program faculty will have an opportunity to respond to the report, as they deem necessary. A summary of issues addressed during committee discussion included: 1) inclusion of final and midpoint ADEPT candidate ratings, 2) clarification on logistics of collecting, reporting, and analysis of data, and 3) clear process for consistent annual review of data for program changes.

VI. QCom Meeting Schedule for AY 2006-07

Dr. Dickey reminded committee members of the upcoming meeting dates.

<table>
<thead>
<tr>
<th>Subject</th>
<th>Date</th>
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<tbody>
<tr>
<td>Science Education</td>
<td>Friday, November 17, 2006</td>
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<tr>
<td>Social Studies Education</td>
<td>tentative Wednesday, January 17, 2007</td>
</tr>
<tr>
<td>Secondary Ed., Teaching</td>
<td>tentative Wednesday, February 14, 2007</td>
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<tr>
<td>Math. Education</td>
<td>tentative Wednesday, March 14, 2007</td>
</tr>
<tr>
<td>Foreign Language, Middle Level</td>
<td>tentative Wednesday, April 18, 2007</td>
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The meeting was adjourned at 3:12 p.m.