

# UNDERGRADUATE Program Committee Minutes Template

## Committee Identification

Committee Identification

**Name of Committee:**

**Name(s) of Chairperson(s):**

**Date and Time of Meeting:**

**Minutes Taken by:**

**Names of Members Present:**

## I. Discussion of LiveText Assessment Data (Analysis, Assignments, Rubrics)

Discussion of LiveText Assessment Data (Analysis, Assignments, Rubrics)

## II. Analysis and Discussion of EDB, Dispositions, Recommendations Data

CHECKPOINT I DATA			
Semester:	Year:	# Met	# Not Met
Grades in EDUC 290, 299, 305 (C or better)			
Praxis Scores (passing)			
Total Credit Hours (45 or over)			
Overall GPA (2.5 or higher)			
Appropriate Recommendations (EDUC 290)			
Appropriate Dispositions (EDUC 305)			

# Approved: \_\_\_\_\_

# Not Approved: \_\_\_\_\_

**Discussion and Analysis of Checkpoint I Data**

**Discuss major areas of concern and what actions need to be taken.**

<b>CHECKPOINT II DATA</b>			
<b>Semester:</b>	<b>Year:</b>	<b># Met</b>	<b># Not Met</b>
<b>Overall GPA (2.5)</b>			
<b>"C" or above in all education courses</b>			
<b>Passing Praxis II scores</b>			
<b>Completion of required coursework</b>			
<b>Appropriate Dispositions</b>			
<b>Appropriate Recommendations</b>			

# Approved: \_\_\_\_\_

# Not Approved: \_\_\_\_\_

**Discussion and Analysis of Checkpoint II Data**

**Discuss major areas of concern and what actions need to be taken.**

<b>CHECKPOINT III DATA</b>			
<b>Semester:</b>	<b>Year:</b>	<b># Met</b>	<b># Not Met</b>
<b>Recommendation from SOE Supervisor</b>			
<b>Recommendations from P-12 Supervisor</b>			
<b>ADEPT and TCWS</b>			
<b>All Coursework Completed</b>			
<b>Overall GPA (2.0)</b>			
<b>Dispositions (EDUC 490)</b>			

# Approved \_\_\_\_\_

# Not Approved \_\_\_\_\_

## Discussion and Analysis of Checkpoint III Data

**Discuss major areas of concern and what actions need to be taken.**

### **III. Validity, Reliability, and Fairness of Assessments**

**Discussion of Validity, Reliability, and Fairness of Assessments**

## **IV. Other Agenda Items**

**Other Agenda Items: Item #1**

**A. Agenda item:**

**B. Discussion:**

**C. Action Taken:**

**Other Agenda Items: Item #2**

**A. Agenda item:**

**B. Discussion:**

**C. Action Taken:**

**Other Agenda Items: Item #3**

**A. Agenda item:**

**B. Discussion:**

**C. Action Taken:**