Meeting Minutes

January 28, 2019

1:00 p.m. – 2:30 p.m.

ELS 217

Meeting called to order 1:06 pm by Annette.

Recommendation to approve the minutes from the January 14th meeting by John Hall. Seconded by Rob Williams.

Attendees: Rebekah Cole, Annette Hux, John Hall, Kimberley Davis, Daniel Parker, Audrey Bowser, Rob Williams, LaToshia Woods, and Mary Jane Bradley. Woods proxied for Ryan Kelly. John Hall proxied for Megan Medley.

Both Annette Hux and John Hall shared some of the Checkpoints 4 and 5 for their respective programs.

After checkpoints, Kimberley recommended a to-do list/next steps to be completed:

* Determine a dispositions assessment (may need to look at “professionalism” assessments for finding a key assessment or may need to look at creating one and working on validity and reliability once constructed)
* Partnership Agreement form for program admission across TE and ELSE AOS programs
* Ethics-Pro Ethica
* Completer Survey
* Employer Survey
* Technology across programs
* Collaborative Activity

Kimberley encouraged all coordinators to print off the CAEP Handbook and become familiar with its contents.

*Minutes approved 2-11-19 (see 2-11-19 APAC Agenda)*