AERO Update #6   February 27, 2017

What a month it has been since AERO Man's last update!

Tk20 Set Up
Tracy Cator-Lee, AERO's new Education Systems Specialist, has almost completed the mammoth task of setting up approximately **1000 Tk20 links in over 350 Blackboard course sections**. **A few Tk20 notes: 1)** If you are teaching a course with Tk20-related assessments, you will receive an automated email from tk20help@gmu.edu telling you that your Tk20 links have been set up in your Blackboard course. Please read this email carefully as it tells you what to do (and not do!) with your Tk20 links. **2)** You will see Tracy Cator-Lee and/or Adrienne Sullivan listed as instructors in your Blackboard course. Please do not remove them from your course. **3)** Not sure that your course contains the correct Tk20-related links? All APCs have access via the Intranet to the "Tk20 Course Tracking" system which shows which links has been set up in which courses.

Information and FAQs on Tk20 can be found at https://cehd.gmu.edu/aero/tk20/. All questions and concerns should be directed to tk20help@gmu.edu. Share this link and email address with everyone!

CEHD's Calendar Year Review Process 2016
Via the Intranet, all programs now have access to their Data Yearbooks, supporting documentation, and the guidance and template for completing their Calendar Year Reports. AERO is aware that the first-year Tk20 assessment reports require modification and plans to work with Tk20 to improve their reporting feature. Please do not let the limitation of one data source hinder your review of the other important data sources provided in the Data Yearbook, but be sure to discuss these limitations in your Calendar Year Report. Based on the data presented, be honest about how the supportive units like AERO enhance or inhibit your program in achieving its goals. **Calendar Reports are to be submitted by Friday, March 31, to the Division Director and to aero@gmu.edu.** Let AERO Man repeat: Be inclusive! Be transparent! Make it useful! Please direct questions to aero@gmu.edu.

Changes in the Offices of Institutional Assessment
In August 2016, our good friends in the Offices of Institutional Research & Reporting and Institutional Assessment (OIRA) merged under the leadership of Dr. Thulasi Kumar. They now have a new website at https://ira.gmu.edu/. AERO will continue to serve as the contact for CEHD for OIRA's annual assessment. For CEHD programs which went through the OIRA's Academic Program Review (APR) process previously, the next review cycle will be the year 2019. AERO will work with OIRA to identify a timeline for other CEHD programs new to the APR process.

External Reporting
If you have an external accreditor, it is that time of year when annual reports must be prepared. *Have you heard from your external accreditor?*

CAEP-focused fun!
Specialized Professional Association (SPA) Response Reports
We received the response reports for the educator preparation programs that resubmitted in fall 2016. All programs received recognition! Elementary, FAST TRAIN Elementary, Education Leadership, and Visual Impairment received full recognition; Secondary Math, Physical Education and Early Childhood received recognized with conditions. The second group of programs is working to resolve the minor conditions noted. Congratulations to the programs for their success!

Petitions to Remove Advanced Programs from the CAEP Accreditation Process
CAEP has notified CEHD that the petitions to remove the ABA, Autism, and IDT programs from the Educator Preparation unit were successful! *What does this mean?* This means that these programs are not under review as part of the CAEP accreditation process. *Are they off the accreditation hook?* And miss all the fun?!? As programs without external accreditors, AERO Man will work with OIRA to discuss how these programs may be incorporated into Mason's APR.

CAEP-Related Actions by Standard (*Upcoming Deadline)**

Standard 1

***Rolling Deadline for the Review of Common Assessments

Teresa Edkins has worked tirelessly to review and include the CAEP and initial program comments into the revisions of the common assessments (Collaborative Teaching, Lesson Plan, Individual Student Lesson Plan, Video Reflection, Internship, Technology, and Dispositions). Chair Jeff has sent these revisions out to the members of the Standard 1 & 2 Working Group (my favorite group!) in a rolling review. The plan is to implement the approved changes in summer/fall 2016. *Why are we doing these again?* Adrienne has some original documentation that may help if you need a quick review or inspiration.

Standard 2

***Wednesday, March 1 – Deadline for CAEP-Related Stakeholder Survey

Primarily in Standard 2 (which is by default tended by our Standard 1& 2 Working Group, my favorite group), but throughout the CAEP standards, educator preparation programs are asked to provide evidence of how stakeholders help develop, design, implement, and reflect on program improvements. On December 29, initial educator prep program APCs were sent a detailed survey to complete about stakeholder participation in the program. This survey may be best completed as a group at a program meeting.

Standard 3

***Tuesday, February 28 – Deadline for CAEP Standard 3.3 Request

Wonderful members of the CAEP Standard 3 Working Group (my favorite group!) have been working with initial programs to collect information about non-academic related criteria for admissions. This collected information will be included in the assessment tracking system that AERO is working with OTS to develop. This assessment tracking system will follow students from entrance to completion and individually track how they perform at identified gateways.

Standard 4

Standard 4 expects programs to provide evidence of how program completers impact student growth and apply their professional knowledge, skills and dispositions in their classrooms. This is a challenge since Virginia currently does not provide state-wide data for this standard. First, thank you to all of the faculty who submitted information about research with program completers/alumni. Faculty are still welcome to complete a quick survey at https://www.surveymonkey.com/r/PHMFK7M that asks about any research that faculty may have conducted with program completers/alumni. Second, Chair Erin and the Working Group (my favorite group!) are working to identify the best tool for CEHD to use to independently collect this information.

Standard 5

CEHD's Calendar Year Review Process (see the fun above) serves as evidence of our unit assessment system. Additionally in Standard 5, we must provide evidence that the tools that we use – the course-based assessments, the observation tools, the surveys – are valid and reliable in the eyes of CAEP. Since CAEP has removed its Optional Assessment Review, CEHD will work to follow CAEP's guidelines. This Working Group is my favorite group…

CAEP Advanced Standards Handbook Status? Still waiting…

Feeling overwhelmed? AERO Man understands. And has chocolate. There is a quiet chair in Adrienne's office in which you can sit and eat AERO bars. All are welcome anytime. **Inspired to know more? Contact us at aero@gmu.edu . Need to catch up? All of the AERO Updates are archived at https://cehd.gmu.edu/aero/updates .**