

CAEP Standard 1: Advanced Education Program
Content and Pedagogical Knowledge Action Plan

Co-Chair Name _____

Date _____ Reason(s) for Improvement Plan _____

Directions:

Instructions: Co-chairs of each CAEP standard committee will complete this document at the end of year. At the beginning of each year, each committee will review the Selected Improvement Plan (SIP) the EPP Improvement Plan and CAEP standard relevant to the committee to identify area(s) of concern, goals, and assessment. When completing the document please consider your yearly goals: specific goals (from Selected Improvement Plan, EPP Improvement Plan and CAEP standard ; measurable goals to ensure that there is evidence that the committee has met the goal and a timeline to reach each goal. This information should be included in each CAEP standard report, even if it has not changed. This schedule should indicate which goal will be assessed each year, as well as your plans for implementing changes based on assessment results, and re-assessment after changes have been given time to take effect.

Area(s) of Concern/ Need action	Goal	Action and Assessment	Timeline
1.			
2.			
3.			
4.			
5.			
6.			

Section II

Each committee needs to monitor of area(s) of concern. Please indicate which area has been monitored, analyzed, reviewed, and in progress.

Review of Action Plan

Area of Concern	Date of Review	Progress (Key: RG Revise Goal, NP No progress, IP In progress or GM Goal Met)	Comments	Initials of Chair
1.				
2.				
3.				
4.				
5.				

Required Signatures:

Co-Chair: _____

Co - Chair: _____

Reviewed by CAEP Steering Committee: _____

SAMPLE