



SCHOOL OF EDUCATION

MID-SEMESTER CONFERENCE AGENDA

(Adapt as needed for supervision use.)

1. WELCOME, ESTABLISH PURPOSE FOR THE CONFERENCE
 - Mid-semester progress monitoring/reporting checkpoint: 3 formal observations completed

2. DISCUSSION/REFLECTION ON CANDIDATE PROGRESS
 - [CORE Rubric](#)
 - [TPE Rubric](#)
 - [Disposition Rubric](#)
 - [Improvement Plan](#) (if needed)

3. COMPLETE [CORE COMPETENCY/DISPOSITION FINAL EVALUATION FORM](#)
 - Agree on ratings
 - Collect signatures
 - Distribute copies

4. DISCUSS PROGRESS WITH ADDITIONAL CLINICAL PRACTICE REQUIREMENTS
 - Clinical Practice [Checklist](#) (depending on pathway)
 - Qualtrics submissions
 - Absences to date

5. REVIEW UPCOMING PAPERWORK, TIMELINES
 - Schedule remaining formal observations (3)
 - Identify and set goals for future teaching
 - Plan for solo/lead teach (pathway specific)
 - Plan for culminating conference
 - Review upcoming candidate paperwork
 - PI candidates - [Teaching Self-Evaluation](#); PII candidates - [Induction Individual Development Plan](#)
 - Intern candidates only - [Intern Requirement Checklist & Activity Log](#)
 - Completion of Clinical Practice Checklist (pathway specific)

- Qualtrics submissions
- Progress with TPA

6. ADDRESS QUESTIONS, NEXT STEPS, CANDIDATE AND CT SUPPORT

5. CLOSE THE MEETING

GOALS FOR FUTURE TEACHING, NOTES

AREA OF FOCUS REVIEWED AT THE CULMINATING CONFERENCE	ALIGNMENT: CORE COMPETENCY, TPE, OR SOE DISPOSITION