

Graduate Teaching Licensure Program at The College of St. Scholastica, School of Education

Key Assessments Collection, Analysis, and Dissemination Plan

Assessment	Data Collection Procedure			Dissemination for Candidate Decisions			Broader Dissemination		
	Schedule	Personnel	Process	Schedule	Personnel	Process	Schedule	Target Audience	Process
GPA: Content Area	Term Annually	Monitored by administrative assistant and faculty advisors	Tracked in student data base Aggregated by program completers	Term	Program Coordinators and faculty advisors	Advise and assist individuals as needed Evaluate for program eligibility and licensure	Annually and as requested	BOT, MTQM, TEAC, Title II, PEDs, SOE Annual Assessment, College Reporting	Aggregate program data for discussion and analysis Provide evidence that SOE is meeting program criteria and goals
Praxis I Tests (taken prior to 9/1/10) or MTLE Basic Skills tests	Monthly Annually	Monitored by administrative assistant	Tracked in student data base and individual candidate program plans Aggregated annually	Term	Program Coordinators and faculty advisors	Advise and monitor for needed remediation; Review for student teaching eligibility	Annually	Higher Ed Act Title II Report, BOT, TEAC, SOE Assessment Retreat College Reporting	Aggregate program data for discussion and analysis Provide evidence that SOE is meeting program criteria and goals
				Fall and Spring		Recommendation for licensure			
Praxis II Tests (taken prior to 9/1/10) or MTLE Pedagogy and Content Tests	Monthly Annually	Monitored by administrative assistant	Tracked in student data base and individual candidate program plans Aggregated annually	Term	Program Coordinators and faculty advisors	Advise and assist individuals as needed	Annually	Higher Ed Act Title II Report, BOT, TEAC, SOE Assessment Retreat College Reporting	Aggregate program data for discussion and analysis Provide evidence that SOE is meeting program criteria and goals
				Fall and Spring		Recommendation for licensure			
Field Experiences Evaluations	Mid-term/Full Term	Collected by College Supervisors, and Monitored by administrative assistant	Placements recorded in database Evaluation in candidate file	Term	Program Faculty	Advise and assist individuals as needed Evaluate for progressive admission			

Graduate Teaching Licensure Program at The College of St. Scholastica, School of Education

Key Assessments Collection, Analysis, and Dissemination Plan

Assessment	Data Collection Procedure			Dissemination for Candidate Decisions			Broader Dissemination		
	Schedule	Personnel	Process	Schedule	Personnel	Process	Schedule	Target Audience	Process
Professional Behaviors Evaluations	Term and as needed	Collected by College Supervisors, and Monitored by administrative assistant	Completed in field experience and student teaching and filed individually by candidate	Term	Program faculty	Advise and assist individuals as needed; Evaluate for progressive admission		TEAC	Planning to use aggregate data for program assessment and improvement
Student Teaching Final Evaluation	Fall and Spring Annually	Collected by College Supervisors, and Monitored by administrative assistant	Filed individually by candidate Aggregate data compiled	Fall and Spring	Program faculty and Licensure Officer	Recommendation for licensure and program completion	Annually	SOE Faculty Annual Assessment Retreat TEAC	Aggregate data is reviewed for program improvement
TPA (Teacher Performance Assessment)	Fall and Spring	Supervisors; Seminar faculty and Admin assistant	Individual scores recorded	Term	SOE faculty	Review for program completion	As required annually	BOT/TEAC SOE Faculty	Submit for program approval; SOE Assessment Retreat
Final Portfolio	Fall and Spring	Evaluated by faculty. Monitored by administrative assistant	Formative evaluation completed upon application to Student Teaching. Final evaluation completed upon completion of student teaching. Scores are filed individually	Fall and Spring	Program faculty	Reviewed for Progressive Admission Program completion and recommendation for licensure	Annually As required	SOE Faculty TEAC	Data is aggregated Reviewed at Annual Assessment Retreat Accreditation documentation and program improvement
GTL Exit Survey	Fall and Spring	Program Seminar faculty and administrative assistant	Conducted in student teaching seminar				Annually	SOE Faculty TEAC	Data is aggregated Annual Assessment Retreat for program improvement Accreditation documentation

*Table format used with permission by the University of Minnesota, Morris

Graduate Teaching Licensure Program at The College of St. Scholastica, School of Education

Key Assessments Collection, Analysis, and Dissemination Plan

Assessment	Data Collection Procedure			Dissemination for Candidate Decisions			Broader Dissemination		
	Schedule	Personnel	Process	Schedule	Personnel	Process	Schedule	Target Audience	Process
Employer Survey	Bi-Annual	Program faculty and administrative assistant	Administered electronically and postal mail Data aggregated				Bi-Annual	SOE Faculty BOT-PERCA TEAC	Data is aggregated Annual Assessment Retreat for program improvement Accreditation documentation
Alumni Survey	Bi-Annual	Program faculty and administrative specialist in charge of assessment database	Administered electronically Data aggregated				Bi- Annual	SOE Faculty BOT-PERCA TEAC	Data is aggregated Annual Assessment Retreat for program improvement Accreditation documentation
Standards Attainment	Term	Program faculty and administrative assistants	Tracked in student outcomes data base	Fall and Spring Student Teaching Application	Program Faculty/Advisors	Review for student teaching eligibility ; program completion; and recommendation for licensure	Annually	SOE Faculty BOT PERCA TEAC	Data is aggregated; Reviewed at SOE Annual Assessment Retreat for program improvement Reported for PERCA
Analysis of K-12 Student Learning	Field experiences and Student teaching TPA (Field test) Methods courses	Supervising faculty Program faculty	Lesson observation/student work samples reflection/discussion Review of teaching activities/student work samples	Under development			Under development		

*Table format used with permission by the University of Minnesota, Morris