

Education Administration MS & CAS

Expanded Statement of Institutional Purpose

Institutional Mission Reference

The Educational Administration MS and CAS programs offer graduate students programs that are committed to excellence and that more than meet the State standards for administrative preparation, the National Council for Accreditation of Teacher Education Standards and the Folio review of the Educational Professional Associations. The program faculty strive to achieve excellence in teaching, scholarly activities and service to the community. These programs supports the University's mission of providing professional education for public and private school educators, higher education administrators and Naval training Officers.

Institutional Goal(s) Supported

The Educational Leadership MS and CAS programs supports the university goals of: (a) providing quality advanced professional education and licensure programs for diverse student populations, (b) developing and disseminating new knowledge through research, publication, presentations and other scholarly endeavors, and (c) providing services to the college, university and broader community and serving as a resource to the education and training community.

Intended Educational (Student) Outcomes, Methods for Assessment, Criteria for Success, Assessment Results, and Use of Results

Intended Outcome 1

Students will develop the needed expertise required to hold administrative positions in education and training (including meeting the Interstate School Leaders Licensure Consortium's Standards for School Leaders), and to receive Commonwealth of Virginia PreK-12 Supervision and Administrative licensure (when appropriate).

Method for Assessing Outcome 1 and Criterion for Success: Students will produce portfolios which demonstrate that they have met all the Commonwealth of Virginia licensure standards, pass a comprehensive examination, satisfactorily complete all course work, and when appropriate be approved for state licensure.

Summary of Assessment Data Collected for Outcome 1: We are working on a formal rubric to be used to check all student portfolios for approval in order to be allowed to take the comprehensive examination. The Portfolio is a new requirement and students entering our program as of Fall 2001 have been required to develop their portfolio in each of the classes. Dr. Lynn Doyle has revised the portfolio handbook and is in the process of developing a rubric for checking the completed portfolio. All students have been required to pass a comprehensive examination and successfully complete all course work in order to graduate. Students who apply for PreK-12 Principal and Supervisory licensure have been checked by the Graduate Program Director to insure that they met all requirements. Approximately 2% of the students have had to

complete additional requirements to receive PreK-12 Principal and Supervisory licenses.

Alternate Method for Assessing Outcome 1 and Criterion for Success: Starting in July of 2002, students will take the Administrative Assessment Exam given by the Educational Testing Service and required by the Virginia State Department of Education. Successful passing rates will be expected, and student scores will be compared to national scores.

Summary of Assessment Data Collected, Alternate Method for Outcome 1: Information has not been obtained as test will not be required until July of 2002.

Intended Outcome 2

Students will develop effective writing and oral communication skills.

Method for Assessing Outcome 2 and Criterion for Success: Students will complete a major culminating writing project and briefly present the project orally and in writing and satisfactorily defend the project among the instructor, mentors, and fellow students.

Summary of Assessment Data Collected for Outcome 2: All students complete a critical issues research paper in ELS 673 Critical Issues Research and then make an oral presentation of their papers to a panel of faculty, administrative mentors and fellow students. This has been a successful well supported experience.

Use of Assessment Results from Intended Outcome 2 to Improve Academic Program: The mentors attending the oral presentations of student papers have been very impressed with the students work and have served as positive ambassadors for our program.

Intended Outcome 3

Students will develop the skills needed to be an effective administrator as defined by the National Policy Board for Educational Administration and the National Association of Secondary School Principals.

Method for Assessing Outcome 3 and Criterion for Success: Students will receive satisfactory scores on all course assignments, mid-term and final-examinations, and book reports in each class that they complete. They will also be expected to complete case studies, vignettes, and problem-based learning assignments in appropriate classes.

Summary of Assessment Data Collected for Outcome 3: Students have produced reports, examinations, vignette and case study solutions, homework, projects, etc. in their course work, many of which are placed in their portfolio and checked during the appropriate class and again at the completion of their program. This has been a very successful, and well supported experience.

Use of Assessment Results from Intended Outcome 3 to Improve Academic Program: We are in the process of determining ways in which we can assist students with the new state licensure requirement (6/1/01) that students obtain an acceptable cut score on the ETS School Leaders Licensure Assessment in order to receive a PreK-12 Principal and Supervisory license.

Intended Outcome 4

All MS students will effectively apply what they have learned (Standards and Skills for School Leaders) in appropriate clinical settings.

Method for Assessing Outcome 4 and Criterion for Success: MS students will satisfactorily complete observations, practicums and internships keeping appropriate logs, journals, reports, artifacts, articles, and reflective papers related to their clinical experiences. MS students will be rated Satisfactory or higher on practicum and internship Supervisor Rating Forms.

Summary of Assessment Data Collected for Outcome 4: All students have turned in both a practicum and observation portfolio of all their experiences, related articles, journals and mentor evaluations. Their work is discussed in seminar classes. All students also complete logs and reflective summaries of their intern experiences. A supervisor visited the intern at his or her site and there were internship seminars. This has been a very successful and well supported experience.

Use of Assessment Results from Intended Outcome 4 to Improve Academic Program: The documents and seminars are used to identify the best possible experiences for the students.

Intended Outcome 5

Students will evaluate curricular and instructional models to determine their effectiveness.

Method for Assessing Outcome 5 and Criterion for Success: Students will complete an assessment of a curricular and instructional plan to determine if it is in compliance with school division values, mission, and standards.

Summary of Assessment Data Collected for Outcome 5: The plan is reviewed in ELS 626 Instructional Supervision and Assessment. The plan is based on real data collected within a school division and is reviewed and critiqued by the professor and fellow students. This has been a very successful and well supported experience.

Use of Assessment Results from Intended Outcome 5 to Improve Academic Program: These reports are used to determine how well prepared students are to complete instructional planning. Results are discussed among faculty to improve the principal preparation program.

Intended Outcome 6

Students will develop an understanding of their responsibilities in the operational areas of pupil personnel services, human resource administrative services, finance, business and logistics and school law.

Method for Assessing Outcome 6 and Criterion for Success: Students will satisfactorily complete all course work in the above operational areas including mid-term and final-examinations, case studies, vignettes, and problem-based learning, and all other related course assignments. MS students will be rated Satisfactory or higher on practicum and internship Supervisor Rating Forms.

Summary of Assessment Data Collected for Outcome 6: All students who completed our program were required to satisfactorily complete their classes. They were evaluated by faculty in course work and mentors in their clinical work. This has been a successful approach to evaluation.

Intended Outcome 7

Students will demonstrate their ability to integrate what they have learned by applying their knowledge and skill to current issues which are important to the proper functioning of the organization.

Method for Assessing Outcome 7 and Criterion for Success: Students will successfully complete a comprehensive examination which will be administered at the end of each students program of study.

Summary of Assessment Data Collected for Outcome 7: Thirty-eight students completed comprehensive examinations during the academic year and four students failed at least one of the questions. All students were successful on the re-take of this examination.

Use of Assessment Results from Intended Outcome 7 to Improve Academic Program: Faculty discuss the results in relation to the quality of the responses and possible weaknesses in student preparation.