

**Standard II. Unit Assessment Plan**

**Assessment Plan for Undergraduate Initial Licensure Programs**

**Marketing Education**

Vocational License (ages 8 and beyond, grades 4 and beyond)

**Benchmark: Admission to the College of Education and Human Services**

<b>Assessments</b>	<b>Methods of Evaluation</b>	<b>Timelines</b>	<b>Responsible Parties</b>
<b>Application to the College</b>	Verification that the application is complete	Candidate's completion of at least 45 quarter credit hours	Office of Student Services
Minimum cumulative GPA of 2.5	Transcript evaluation	Admissions review process	Office of Student Services
Praxis I scores	Passing scores determined by the College	Admissions review process	Office of Student Services
Signed character statement	Informal assessment	Admissions review process	Office of Student Services
Self-assessment statement of career goals	Informal assessment	Admissions review process	Office of Student Services
Signed computer access policy	Informal assessment	Admissions review process	Office of Student Services
Two letters of recommendation (at least one from a faculty member or university advisor)	Narrative and a rubric	Admissions review process	Office of Student Services
Writing sample	Rubric (scoring guide)	Admissions review process	Office of Student Services
<b>Interview</b>	Rubric (scoring guide)	Admissions review process	Teacher Education Admissions Committee/Faculty Advisor

## Benchmark: Midpoint Assessments

<b>Assessments</b>	<b>Methods of Evaluation</b>	<b>Timelines</b>	<b>Responsible Parties</b>
<b>Application for Phase I</b> ED 221, Practicum Experience I ED 223, Practicum Experience II Co-requisite courses: ED 301, Schooling in a Culturally Diverse Society EDE 303, Human Development & Learning	Clearance for Phase I check list	Prior to registration for Phase I	Office of Student Services and Teacher Education Department Faculty Advisors
<b>Phase I Practicum Evaluation</b>	Pass/Fail grade received in Phase I Practicums; letter grades received in the co-requisite courses <b>Consideration being given to requiring an advising session with the Faculty Advisor following ED 221 and 223.</b>	Conclusion of Phase I	Practicum Professors
<b>Portfolios</b>	Rubric	Included in Phase I	Professors of the co-requisite courses in Phase I
<b>Concern Conferences</b>	Transcript analysis of grades. Performance in course work and practicums. Probationary status based on grades, practicums, dispositions	Ongoing  <b>(Consideration of a CEHS Code of Ethics)</b>	Faculty Advisor, Licensure Advisor, and/or member of the faculty

<b>Assessments</b>	<b>Methods of Evaluation</b>	<b>Timelines</b>	<b>Responsible Parties</b>
<b>Online Application for Phase II</b> ED 321, Practicum Experience III ED 323, Practicum Experience IV Co-requisite courses: VOE 421, Classroom Management in Workforce Education ED 433, Curriculum & Materials in Acc./Basic Business & Marketing	Verification that the application is complete	Admission to licensure program and successful completion of Phase I	Office of Professional Field Experiences
<b>Phase II Practicum Evaluation</b>	Pass/Fail grade received in Phase II Practicums; letter grades received in the co-requisite courses <b>Consideration being given to requiring an advising session with the Faculty Advisor following ED 321 and 323.</b>	Conclusion of Phase II <b>Revised Practicum evaluation form to be piloted Fall 2001; Praxis based evaluation.</b>	Office of Professional Field Experiences
<b>Portfolios</b>	Rubric	Included in Phase II	Practicum Professors
<b>Concern Conferences</b>	Transcript evaluation of grades. Performance in course work and practicums. Probationary status based on grades, practicums, dispositions	Ongoing <b>Consideration of a CEHS Code of Ethics; Code of Ethics also being developed by the ODE</b>	Faculty Advisor, Licensure Advisor, and/or member of the faculty
<b>Benchmark Course</b> <b>EDT 433, Curriculum &amp; Materials in Acc./Basic Business &amp; Marketing</b>	Analysis/Critique Reports Cooperative Group Assign. Demonstrations Field Experiences Micro-Teaching	Phase II course	Professor

Assessments	Methods of Evaluation	Timelines	Responsible Parties
	Observation (Classroom) Online Discussion Topic Peer Teaching Philosophy Paper Portfolio Reports Topical Presentation/Speech Multimedia Presentation		
<b>Senior Check</b> Students informed of remaining course work to be completed prior to student teaching	Transcript evaluation	Completion of 120 credit hours	Office of Student Services, Licensure Advisor
<b>Student Teaching Application</b> ED 429, Supervised Teaching: Middle Childhood to Adolescent Co-requisite course: ED 440, Teacher in School & Society	Transcript evaluation Database review	Completion of Phase I and II Practicums	Office of Professional Field Experiences and the Office of Student Services
Overall GPA of 2.5 and a "C" or better in all Phase courses	Transcript analysis	Student Teaching Application	Office of Student Services, Licensure Advisor
Completion of two-thirds of the course content in the candidate's teaching field	Transcript analysis	Student Teaching Application	Office of Student Services, Licensure Advisor
Signed character statement	Informal assessment	Student Teaching Application	Office of Student Services, Licensure Advisor
<b>Fingerprinting for background check</b>	Informal assessment	Student Teaching Application	Office of Student Services, Licensure Advisor

<b>Assessments</b>	<b>Methods of Evaluation</b>	<b>Timelines</b>	<b>Responsible Parties</b>
<b>Phase III Placement</b> Bibliography and Resume for the Cooperating Teacher and the University Supervisor.	Informal assessment	Registration for Student Teaching	Office of Professional Field Experiences

### Benchmark: Culminating/Exit Assessments

Assessments	Methods of Evaluation	Timelines	Responsible Parties
<b>Phase III Student Teaching Practicum Evaluation</b>	<p>Final Student Teaching Evaluation aligned with INTASC/Pathwise/unit outcomes</p> <p>Pass/Fail grade received in the Practicums; letter grades received in the co-requisite courses</p>	<p>Candidate's completion of Student Teaching Practicum</p> <p><b>(Consideration is being given to the use of letter grades in the Practicums)</b></p>	<p>Candidate Cooperating Teacher University Supervisor</p> <p>Practicum Professors</p>
<b>Portfolio</b>	Rubric	Included in Phase III	Professors of the co-requisite courses
<b>Reflective Journal</b>	Rubric	Included in Phase III	Professors of the co-requisite courses
<b>Videotape of Teaching</b>	Informal assessment	Phase III	Candidate self-assessment Cooperating teacher University Supervisor
<b>Concern Conferences</b>	Transcript evaluation of grades. Performance in course work and pracicums. Probationary status based on grades, practicums, dispositions	<p>Ongoing</p> <p><b>(Consideration of a CEHS Code of Ethics)</b></p>	Faculty Advisor, Licensure Advisor or the Director, Office of Professional Field Experiences, and/or member of the faculty

<b>Assessments</b>	<b>Methods of Evaluation</b>	<b>Timelines</b>	<b>Responsible Parties</b>
<b>Application for Graduation</b>	Graduation Check List	Completion of all program requirements	Transmitted from the Registrar's Office to the Office of Student Services, Licensure Advisor
Minimum of 183 quarter credit hours	Transcript evaluation	Application review process	Office of Student Services, Licensure Advisor
Minimum cumulative GPA of 2.5	Transcript evaluation	Application review process	Office of Student Services, Licensure Advisor
<b>Graduate Exit Surveys</b>	General questionnaire on educational experience at WSU	Completion of all program requirements <b>To be initiated June 2002</b>	Office of the Provost
	CEHS candidate exit questionnaire distributed in ED 440, The Teacher in School and Society. (EBI Education Student Survey.)	Final weeks of student teaching.	Office of Professional Field Experiences
<b>Application for Teaching License</b>	Transcript evaluation	Successful completion of all program requirements	Office of Student Services, Licensure Advisor
Praxis II, Content and PLT Sections	Passing scores at state standards	Submitted with application for license	Office of Student Services, Licensure Advisor

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