

## Workforce Education – Vocational Licensure Program

<b>Early Childhood Education -</b>	Pre-K–3
<b>Health and Physical Education -</b>	Multi Age License (ages 3–21, grades pre-kindergarten to 12)
<b>Integrated Business Education -</b>	Vocational License (ages 8 and beyond, grades 4 and beyond)
<b>Marketing Education -</b>	Vocational License (ages 8 and beyond, grades 4 and beyond)
<b>Workforce Education -</b>	Vocational License (ages 8 and beyond, grades 4 and beyond)

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

Assessments	Methods of Evaluation	Timelines	Responsible Parties
<b>Application to the College Complete VE-36 and VE-37 for Initial Approval</b>	Verification that the application is complete	Prior to acceptance to the program.	Workforce Ed. Center Director
Minimum cumulative GPA of 2.5	Transcript evaluation	Admissions review process	Workforce Ed. Center Director
Praxis I scores	Passing scores determined by the College	Within six months of initial employment	Workforce Ed. Center Director
Signed character statement	Informal assessment	Admissions review process	Workforce Ed. Center Director
Self-assessment statement of career goals	Informal assessment	Admissions review process	Workforce Ed. Center Director
Signed computer access policy	Informal assessment	Admissions review process	Office of Student Services
<b>Interview</b>	Rubric (scoring guide)	Admissions review process	Workforce Ed. Center Director

## Benchmark: Midpoint Assessments

<b>Assessments</b>	<b>Methods of Evaluation</b>	<b>Timelines</b>	<b>Responsible Parties</b>
<b>Application for Phase I</b> VOE 471, 472, 473, 474	Visitation Reports ICAP Competencies ICAP/Praxis II & III Crosswalk	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 visitation courses; letter grades received in the co- requisite courses	End of first year of teaching	Practicum Professors
<b>Portfolios</b>	Rubric	Included in visitation course	Professors of the co- requisite courses in VOE 471
<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

### Benchmark: Culminating/Exit Assessments

<b>Assessments</b>	<b>Methods of Evaluation</b>	<b>Timelines</b>	<b>Responsible Parties</b>
<b>Phaxis II</b>	Pass/Fail grade received in Praxis II. Must score at or above 165.	Conclusion of 42-hr. licensure program.	Workforce Ed. Center Director
<b>Concern Conferences</b>	Transcript evaluation of grades. Performance in course work and pracicums. 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

V. Doll – 10-20-01