

Assessment Plan

University of South Alabama College of Education Unit

Mission Statement: The Mission of the College of Education is to provide students with quality, accessible undergraduate and graduate professional education, to prepare graduates for professional careers and life-long learning, to promote the creation and dissemination of knowledge, to service our constituents through professional development programs and community outreach, and to assist regional educational agencies in meeting their professional obligations.

Vision Statement: The Vision of the College of Education is to become the Gulf Coast leader in preparing professional educators, through teaching, service, and research, to develop commitments to life-long learning and the improvement of communities.

Objective: **Objective 1.02. Diversify students** - Continue efforts to increase student socio-economic and ethnic/racial diversity to more closely resemble the demographics of the communities we serve; Collaborate with Bishop State College to develop pre-service induction program.

Academic Year: 05-06
06-07
07-08

Start Date:

End Date:

Status: Open

Budget Ramifications: Increase student scholarships for minority candidates in collaboration with Office of Development: Endowed Named Undergraduate Scholarship (12) at \$25,000 each; Endowed Named Student Fellowship in Instructional Design (1) at \$150,000; Endowed Named Graduate Assistantship in Instructional Design (2) at \$100,000 each.

Assessment Methods			
Method	Criterion	Schedule	Feedback Loop
Demographic Data	Increase to 25% Minority Enrollment	June 1	Assessment Committees

Objective: **Objective 1.03. Diversify faculty.** - Implement faculty recruitment plan to identify talented minority candidates and aggressively pursue them as potential employees.

Academic Year: 05-06
06-07
07-08

Start Date:

End Date:

Status: Open

Budget Ramifications: Likely increase in base salary over average salary by rank for outstanding candidates in critical disciplines funded through Office of SVPAA. Funds also sought through Office of Development to support an Endowed Named Visiting Professorship at \$150,000. Existing

College funds re-directed to support targeted recruitment of minority candidates in selected disciplines.

Assessment Methods			
Method	Criterion	Schedule	Feedback Loop
Review of Active Searches	Increase in number of minority faculty	August 15	Dean and Chairs

Objective: **Objective 1.04. Student retention** - Improve coordination of recruitment, supervision, and mentoring of students, especially from under-represented groups, more effectively both across departments and programs and with our educational partners.

Academic Year: 05-06
06-07
07-08

Start Date:

End Date:

Status: Open

Budget Ramifications: Seek approval for hiring academic advisor to be funded by the College from self-supporting funds (\$32-35K/year).

Assessment Methods			
Method	Criterion	Schedule	Feedback Loop
Review Plan for improved coordination or related activities	Plan is in place and can be articulated by partners	June 1	
Review University enrollment and retention data	50% of entering freshmen retained to graduation and 70% of transfers with 90% of those admitted to candidacy are retained to graduation.	June 1	Deans and Chairpersons

Objective: **Objective 1.05. Restructure student services.** - Finish restructuring of the College's Office of Student Services with re-organization and expansion of Advisement Center.

Academic Year: 05-06
06-07
07-08

Start Date:

End Date:

Status: Open

Budget Ramifications: Hire Director of Student Advisement Center using existing faculty line funded by SVPA (06-07); Seek approval for hiring academic advisor to be funded by the College from self-supporting funds (\$32-35K/year).

Assessment Methods			
Method	Criterion	Schedule	Feedback Loop

Review of faculty searches,
website, and site visit

June 1

Objective: **Objective 1.06. Refine faculty development program.** - Refine structured program of faculty development in targeted areas (e.g., technological and multicultural literacy, contract and grants development, writing for professional publication, mentoring of new and part-time faculty; use of electronic portfolio for documentation and assessment of performance.

Academic Year: 05-06
06-07
07-08

Start Date:

End Date:

Status: Open

Budget Ramifications: Budget \$30-50,000 annually for support for faculty incentive grants and distinguished lecture series from College self-supporting funds..

Assessment Methods			
Method	Criterion	Schedule	Feedback Loop
Review related documents		June 1	

Objective: **Objective 1.07. Increase extramural involvement** - Restructure faculty assignments to increase involvement in school and community-based projects

Academic Year: 05-06
06-07
07-08

Start Date:

End Date:

Status: Open

Budget Ramifications: None.

Assessment Methods			
Method	Criterion	Schedule	Feedback Loop
Review Faculty Load Assignments		June 1	

Objective: **Objective 1.08. Expand IP-based education.** - Evaluate and expand Internet-based distance education partnerships with regional schools through AMSTI and SARIC; Enrich course offerings in the USA Baldwin County campus through the effective use of this technology.

Academic Year: 05-06
06-07
07-08

Start Date:

End Date:

Status: Open

Budget Ramifications: Purchase and set up videoconferencing equipment to support distance education and supervision funded through AMSTI (\$10,000), SARIC (\$8,000), and USA Baldwin County campus (\$12,000).

Assessment Methods			
Method	Criterion	Schedule	Feedback Loop
Review schedule of classes and utilization rates	Courses in place and technology available	June 1	Chairs, Director of Baldwin Co Campus

Objective: **Objective 1.09. Revise curricula.** - Revise all educator preparation curricula to consolidate redundant courses, to meet current professional standards, and to make more effective use of faculty resources.

Academic Year: 05-06
06-07
07-08

Start Date:

End Date:

Status: Open

Budget Ramifications: Hire consultants as necessary to facilitate curricular revision using College self-supporting funds (\$6,000).

Assessment Methods			
Method	Criterion	Schedule	Feedback Loop
Review of Related Documents	Standards met efficiently with fewest resources	June 1	

Objective: **Objective 1.10. Distinguished lecture series.** - Continue and evaluate distinguished lecturer series in education.

Academic Year: 06-07
07-08

Start Date:

End Date:

Status: Open

Budget Ramifications: Allocate \$10,000 to support lecturers funded by College.

Assessment Methods			
Method	Criterion	Schedule	Feedback Loop
Review of related documents		June 1	Deans and Chairs

Objective: **Objective 1.11. Institutional performance** - Monitor institutional performance in teacher preparation

Academic Year: 05-06
06-07
07-08

Start Date:

End Date:

Status: Open

Budget Ramifications: Travel and per diem for training of selected faculty on Portfolio assessment system from College funds (\$3,000).

Assessment Methods			
Method	Criterion	Schedule	Feedback Loop
Review of Teacher Preparation Program Performance Profile	95% of graduates meet or exceed state benchmark score by Teacher Education Program across all programs	December 1	Deans, Chairpersons, Directors, Coordinators, and Assessment committees

Objective: **Objective 1.12. Employer satisfaction.** - Assess employer satisfaction with new graduates from USA

Academic Year: 05-06
06-07
07-08

Start Date:

End Date:

Status: Open

Budget Ramifications: None.

Assessment Methods			
Method	Criterion	Schedule	Feedback Loop
Survey administrators who employed our graduates to assess their satisfaction with how new employees performed in several different areas.	90% satisfaction with new employee performance across all areas.	December 1	Deans, Directors, Chairpersons, Coordinators, Assessment Committees

Objective: **Objective 1.13. Recent graduate satisfaction.** - Assess satisfaction of recent graduates with preparation program

Academic Year: 05-06
06-07
07-08

Start Date:

End Date:

Status: Open

Budget Ramifications: None.

Assessment Methods			
Method	Criterion	Schedule	Feedback Loop
Survey recent graduates to assess their satisfaction with the training they received in their program.	90% satisfaction across all areas with training graduates received across all programs.	December 1	Deans, Directors, Chairpersons, Coordinators, Assessment Committees

Objective: **Objective 1.14. Content knowledge.** - Candidates understand central concepts, tools of inquiry, and structure of the candidates' intended discipline(s).

Academic Year: 05-06
06-07
07-08

Start Date:

End Date:

Status: Open

Budget Ramifications: None.

Assessment Methods			
Method	Criterion	Schedule	Feedback Loop
Test of content knowledge and basic skills in subject matter of discipline.	100% of students meet or exceed state minimum passing score.	December 1	Deans, Directors, Chairpersons, Coordinators, Assessment Committees.

Objective: **Objective 2.01. Promote cultural awareness.** - Enhance the multicultural competence of faculty and staff and promote cultural awareness among all members of the College community.

Academic Year: 05-06
06-07
07-08

Start Date:

End Date:

Status: Open

Budget Ramifications: Devote \$10,000 to support diversity initiatives using College self-supporting funds.

Assessment Methods			
Method	Criterion	Schedule	Feedback Loop
Review of plan and related data		June 1	Assessment Committees and College Divesiry Committee
Survey Participants	Goals and Objectives met as reported by participants	June 1	

Objective: **Objective 2.02. Streamline advising.** - Increase student access to information through expanded use of web-based technologies and streamline advising process by consolidating functions in Office of Student Services.

Academic Year: 05-06
06-07
07-08

Start Date:

End Date:

Status: Open

Budget Ramifications: None.

Assessment Methods			
Method	Criterion	Schedule	Feedback Loop
Inventory of Web-based practices	Increase in number of access points, speed and accuracy of the information	June 1	

Objective: **Objective 2.03. Improve instructional facilities.** - Improve instructional facilities and equipment; Secure response to proposed expansion of UCOM. Seek approval for major renovation and refurbishment of PE Building.

Academic Year: 05-06
06-07
07-08

Start Date:

End Date:

Status: Open

Budget Ramifications: Estimate to complete restructuring of UCOM is \$130,000 (06-07); Completion of signage, incidental repairs and furnishings for new offices (\$35,000) from College self-supporting funds. Proposed restructuring and refurbishment of UCOM vacated by Allied Health Professions in collaboration with A&S funded by SVPAA and colleges (\$1.5 -2 million). Approval and estimates for PE Building are pending further review.

Assessment Methods

Method	Criterion	Schedule	Feedback Loop
Survey of restructured facilities		June 1, 2007	Dean and Department Chairs

Objective: **Objective 2.04. Promote student-faculty interaction.** - Make more effective use of student pre-professional organizations to promote student and faculty interaction

Academic Year: 05-06
06-07
07-08

Start Date:

End Date:

Status: Open

Budget Ramifications: None.

Assessment Methods			
Method	Criterion	Schedule	Feedback Loop
Review of schedule of events and attendance record		June 1	

Objective: **Objective 2.05. Establish student alumni association** - Establish student alumni association in collaboration with COE Alumni Society.

Academic Year: 06-07
07-08

Start Date:

End Date:

Status: Open

Budget Ramifications: None.

Assessment Methods			
Method	Criterion	Schedule	Feedback Loop
Review of Society bylaws and annual report		January 1, 2007	

Objective: **Objective 3.01. Establish development office.** - Collaborate with University's Office of Development and Alumni Relations to establish an Office of Alumni and Community Relations that can promote the College's programs.

Academic Year: 05-06
06-07
07-08

Start Date:

End Date:

Status: Open

Budget Ramifications: Cost share of \$45,000 with Office of Development and School of Continuing Education.

Assessment Methods			
Method	Criterion	Schedule	Feedback Loop
Review of activities aimed at establishment of the office		June 1	

Objective: **Objective 3.02. Promote Office of Field Services.** - Promote the Office of Field Services and align with curricular reform across the College.

Academic Year: 05-06
06-07
07-08

Start Date:

End Date:

Status: Open

Budget Ramifications: None.

Assessment Methods			
Method	Criterion	Schedule	Feedback Loop
Review related reports	Programs aligned across LTE and plans in place for alignment across College	June 1, 2007	Deans and Chairs

Objective: **Objective 3.03. Evaluate field experiences.** - Evaluate partnerships with area schools to refine models of student teaching, internship supervision, and early engagement in field-based learning experiences.

Academic Year: 05-06
06-07
07-08

Start Date:

End Date:

Status: Open

Budget Ramifications: None.

Assessment Methods			
Method	Criterion	Schedule	Feedback Loop

Survey partners	Partners, students, and faculty satisfied	June 1	Deans and Chairs, Assessment Committee, Director of Field Services
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Objective: **Objective 3.04. Community engagement.** - Expand faculty engagement in school/community/agency collaboration.

Academic Year: 05-06
06-07
07-08

Start Date:

End Date:

Status: Open

Budget Ramifications: None.

Assessment Methods			
Method	Criterion	Schedule	Feedback Loop
Review of Faculty annual report and survey of partners.	100% of faculty report engagement with community partners	June 1	Deans and Chairs

Objective: **Objective 3.05. Faculty grants program.** - Promote Faculty Grants Program to support and incubate faculty research and grant activities.

Academic Year: 05-06
06-07
07-08

Start Date:

End Date:

Status: Open

Budget Ramifications: Invest \$30,000 annually for three years to support grants program from College self-supporting funds.

Assessment Methods			
Method	Criterion	Schedule	Feedback Loop
Review of relevent documents	Increase in number of faculty participating, amount of requested funding and amount awarded	June 1	Deans and Chairs

Objective: **Objective 3.06. Redesign website.** - Redesign websites to improve Internet access to the College, its departments, and its programs.

Academic Year: 05-06
06-07
07-08

Start Date:

End Date:

Status: Open

Budget Ramifications: None.

Assessment Methods			
Method	Criterion	Schedule	Feedback Loop
Review of site	College website functional and all pages in place.	January 1, 2007	Deans and Chairs

Objective: **Objective 3.07. Educator-in-Residence.** - Evaluate Educator-in-Residence Program and select new resident(s).

Academic Year: 06-07
07-08

Start Date:

End Date:

Status: Open

Budget Ramifications: Allocate \$30,000 to support resident on annual basis from College self-supporting funds.

Assessment Methods			
Method	Criterion	Schedule	Feedback Loop
Review end of residency report		Aug 15, 2007	

Objective: **Objective 4.02. Alumni Society.** - Establish College of Education Alumni Society to promote professional identity of and support for education.

Academic Year: 06-07
07-08

Start Date:

End Date:

Status: Open

Budget Ramifications: Incidental support for meetings and materials (\$1,000) form College self-supporting funds and in collaboration with National Alumni Association.

Assessment Methods			
Method	Criterion	Schedule	Feedback Loop
Review of Society bylaws and membership roster	Alumni indentified and bylaws developed and accepted	January 1, 2007	Deans and Chairs

Objective: **Objective 4.03. Enhance college visibility.** - Enhance the regional, national, and international visibility of the College by organizing videoconferences, issue-based professional meetings, conferences on education-related topics, and international cooperative agreements.

Academic Year: 05-06
06-07
07-08

Start Date:

End Date:

Status: Open

Budget Ramifications: Develop and disseminate College publication highlighting outstanding programs and faculty, student, and alumni achievements (\$1500); support faculty travel to develop international agreements, and sponsor visiting international faculty (\$6,000) from College self-supporting funds.

Assessment Methods			
Method	Criterion	Schedule	Feedback Loop
Review of relevant documents	Increase in the number of events and participants	June 1	

Objective: **Objective 5.01. Implement Banner.** - Implement new Banner Financial Package; Review budgeting and resource allocation, especially related to Office of Contracts and Grants.

Academic Year: 05-06
06-07
07-08

Start Date:

End Date:

Status: Open

Budget Ramifications: Restructure staffing to capitalize on existent expertise. No additional funding anticipated.

Assessment Methods			
Method	Criterion	Schedule	Feedback Loop
Use of Banner in College to enter financial transactions		June 1	Deans, Department Chairs
Evidence of new budgeting policies in the college		June 1	Deans, Department Chairs

Objective: **Objective 5.02. Leadership development** - Increase the number of females and members of underrepresented groups among those in leadership positions in the College.

Academic Year: 05-06
06-07
07-08

Start Date:

End Date:

Status: Open

Budget Ramifications: None.

Assessment Methods			
Method	Criterion	Schedule	Feedback Loop
Count number of females and underrepresented groups in leadership positions	Numbers increase	June 1	Deans, Chairs

Objective: **Objective 5.03. Evaluate administrative performance.** - Evaluate administrative performance consistent with College vision and strategic plan.

Academic Year: 05-06
06-07
07-08

Start Date:

End Date:

Status: Open

Budget Ramifications: None.

Assessment Methods			
Method	Criterion	Schedule	Feedback Loop
Administrative Survey Results	Improved satisfaction with new organization	June 1	Deans, Chairs

Objective: **Objective 5.04. Expand portfolio assessment.** - Expand use of electronic portfolio to include all teacher education courses used to meet state and national standards; Develop assessment templates for all teacher education/support personnel certification programs; Establish faculty portfolio.

Academic Year: 05-06
06-07
07-08

Start Date:

End Date:

Status: Open

Budget Ramifications: Travel and per diem for training of selected faculty on Portfolio assessment system from College funds (\$3,000); Setup and implementation fees for portfolio assessment system

(\$4000) funded by on-line course fees per agreement with eCollege.

Assessment Methods			
Method	Criterion	Schedule	Feedback Loop
Examine proportion of teacher education courses using portfolio assessments	Should be 100%	August 15, 2007	Deans, chairs, and assessment committees
Examination of assessment templates for programs	All certification programs have portfolio assessment in place	January 1, 2007	Deans, directors chairs, Assessment Committees
Related documents	Faculty portfolio exists	August 15, 2007	Deans, Chairs, Department tenure and promotion committees

Objective: **Objective 5.05. Faculty evaluation standards.** - Set college-wide standards for teaching, research, and service by rank and assignment.

Academic Year: 05-06
06-07
07-08

Start Date:

End Date:

Status: Open

Budget Ramifications: None.

Assessment Methods			
Method	Criterion	Schedule	Feedback Loop
Documents outlining college wide-standards and how they will be evaluated		June 1, 2007	Deans, Chairs, department peer-review and tenure and promotion committees

Objective: **Objective 5.06. Accreditation review.** - Coordinated college-wide assessment program consistent with requirements of NCATE, SACS, ALSDE, and other accrediting agencies.

Academic Year: 05-06
06-07
07-08

Start Date:

End Date:

Status: Open

Budget Ramifications: None.

Assessment Methods			
Method	Criterion	Schedule	Feedback Loop

Report identifying successful implementation of College self-study.	Meets or exceeds all ALSDE requirements.	November 1	Deans, Chairs, Program Coordinators
Self-study	Self studies prepared and approved for filing with relevant agencies.	June 1, 2007	Deans and chairs

Objective: **Objective 5.07. Strategic planning.** - Conduct College Strategic Planning using representatives from a broad constituency of University, education, business, and community partners to realize mutual goals for education.

Academic Year: 05-06
06-07
07-08

Start Date:

End Date:

Status: Open

Budget Ramifications: None.

Assessment Methods			
Method	Criterion	Schedule	Feedback Loop
Documents of nomination to committee		June 1, 2007	
Meeting minutes from the committee		June 1, 2007	Deans, Chairs, Directors

Objective: **Objective 5.08. Leadership succession plan.** - Mentor faculty and staff into leadership positions in the College.

Academic Year: 05-06
06-07
07-08

Start Date:

End Date:

Status: Open

Budget Ramifications: None.

Assessment Methods			
Method	Criterion	Schedule	Feedback Loop
Related Documents	Detailed succession plan in place	June 1, 2007	Deans, Directors, Chairs, Faculty Council

Objective: Objective 5.09. Assessment plan. - Use data-driven assessment to evaluate student and faculty performance and clinical field experiences.

Academic Year: 05-06
06-07
07-08

Start Date:

End Date:

Status: Open

Budget Ramifications: None.

Assessment Methods			
Method	Criterion	Schedule	Feedback Loop
Related Documents	College-wide plan and infrastructure for delivery in place.	June 1, 2007	Deans, directors, assessment committees
Data Tracking reports concerning field experiences	Respondents satisfied at 80th percentile	June 1	Deans, directors, assessment committees, program coordinators
Evidence of ALSDE assessment system in course syllabi	ALSDE assessment standards and rubrics appear in course syllabi	June 1, 2007	Deans, directors, assessment committees, program coordinators

Objective: Objective 5.10. Faculty Council - Promote involvement of Faculty Council in college-wide decision-making.

Academic Year: 05-06
06-07
07-08

Start Date:

End Date:

Status: Open

Budget Ramifications: None.

Assessment Methods			
Method	Criterion	Schedule	Feedback Loop
Review of relevant reports	Satisfactory completion of identified actions	June 1	