ASSESSMENT PLAN/REPORT
FORM C

Educational Leadership – Tampa, Lakeland & Sarasota Campuses  M.Ed.
(Academic Degree Program and Campus)          (Degree Level)
2001-2002          1-23-04
(Assessment Period Covered)            (Date Submitted)

Planning Instructions:

Identify at least three student learning outcomes and complete the following portions of this plan. Student learning outcomes are defined in terms of what students will know, or be able to do, or believe as a result of instruction. The completed plan is e-mailed to Oaplan@acad.usf.edu

Reporting Instructions:

At the end of the assessment period, the assessment report is prepared and e-mailed to: Oareports@acad.usf.edu The report contains a summary of assessment findings identified. In addition, the report describes what changes (if any) were made as a result of a review of assessment findings. The discussion on use of results should, at the very least, indicate that faculty members reviewed the assessment findings.
Student Learning Outcome #1

What will students know or be able to do or believe?  Be specific.

Students completing the M.Ed. Program and seeking Florida State Certification in Level 1 K-12 Educational Leadership will demonstrate knowledge of management, communication, and school operations.

ASSESSMENT PLAN - The completed assessment plan is e-mailed to Oaplans@acad.usf.edu at the beginning of the assessment period.

It is recommended that two means of assessment be prepared for each student learning outcome. One means of assessment may be sufficient.

Means of Assessment #1: Students seeking Florida State Certification in Level 1 K-12 Educational Leadership will take the Florida Educational Leadership Examination (FELE) during or after their last semester of course work.

Criteria for Success: The overall pass rate on all four administrations of the FELE exam will be at least 90%.

Means of Assessment #2: The 8 FELE subtest scores will be reviewed to determine pass rates for individual subtests.

Criteria for Success: Students will complete all 8 subtests of the FELE exam (Leadership, Management, Personnel, Communication, Curriculum, Finance, Law & Technology) with a 90% or better pass rate on each subtest.

ASSESSMENT REPORT - These items are completed after assessment activities, at the end of the assessment period. Completed assessment reports are e-mailed to: Oareports@acad.usf.edu

Findings: A total of 130 students took the FELE exam over the four administrations in October 2001, January 2002, April 2002, and July 2002. The overall pass rate over all four administrations of the exam was 91%.

The 8 FELE subtests were reviewed to determine pass rates for individual subtests. Over the four administrations of the FELE exam in October 2001, January 2002, April 2002, and July 2002, the subtest pass rates were: Leadership 89%; Management 91%; Personnel 91%; Communication 88%; Curriculum 92%; Finance 92%; Law 94%; Technology 92%.
Use of Results: Faculty reviewed the FELE results. Course syllabi were reviewed in relation to the content domains of the FELE exam in the areas of Leadership and Communication. Course syllabi were adjusted to ensure that all content domains of the FELE in the areas of Leadership and Communication were being addressed by all course instructors.
Outcomes Assessment Plan/Report

Student Learning Outcome #2

What will students know or be able to do or believe? Be specific.

Students completing the M.Ed. Program will be able to apply knowledge to problem-based cases in the practice of educational leadership.

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It is recommended that **two means** of assessment be prepared for each student learning outcome. One means of assessment may be sufficient.

**Means of Assessment #1:** During or immediately after their last semester of course work, students seeking the M.Ed. degree take a comprehensive examination over five content areas: finance, law, curriculum and instruction, administration/supervision, and leadership. The examination requires students to apply theory and research to problems of practice.

**Criteria for Success:** Students will pass all five content areas of the comprehensive exam with a 90% pass rate on the first attempt.

**Means of Assessment #2:** Describe the procedures, strategies, or means that will be used to collect information on student learning.

**Criteria for Success:** Describe the criteria for success related to this means of assessment.

ASSESSMENT REPORT - These items are completed after assessment activities, at the end of the assessment period. Completed assessment reports are e-mailed to: Oareports@acad.usf.edu

**Findings:** In 2001-2002 48 students took the comprehensive exam. The first attempt pass rate on the 2001-2002 comprehensive examinations was 100%.

**Use of Results:** An analysis of student responses indicated that while students did well in demonstrating their knowledge of the finance, law, curriculum and instruction, administration/supervision, and leadership content areas on the exam, they could still improve in their application of knowledge to problems of practice. While the State of Florida and the department have not required a practicum for certification, the department established a committee to examine requiring a practicum for all students in the M.Ed. program.
Outcomes Assessment Plan/Report

Student Learning Outcome #3

What will students know or be able to do or believe? Be specific.

Students completing the M.Ed. Program will believe they have gained knowledge relevant to their work and are able to apply that knowledge to their professional responsibilities.

ASSESSMENT PLAN - The completed assessment plan is e-mailed to Oaplans@acad.usf.edu at the beginning of the assessment period.

It is recommended that two means of assessment be prepared for each student learning outcome. One means of assessment may be sufficient.

Means of Assessment #1: After students complete their comprehensive exams, they will be asked to complete a program evaluation survey examining student satisfaction with the M.Ed. program and perception of the relevance and applicability of knowledge gained in the program to their work and professional responsibilities.

Criteria for Success: At least 90% of the students completing the program evaluation survey will indicate they agree or strongly agree that the M.Ed. Program developed a knowledge base relevant to their work and developed students’ ability to apply their knowledge to their professional responsibilities.

Means of Assessment #2: Describe the procedures, strategies, or means that will be used to collect information on student learning.

Criteria for Success: Describe the criteria for success related to this means of assessment.

ASSESSMENT REPORT - These items are completed after assessment activities, at the end of the assessment period. Completed assessment reports are e-mailed to Oareports@acad.usf.edu

Findings: Results of the program evaluation surveys for 2001 indicate that 95% of the students completing the survey agreed (52%) or strongly agreed (43%) that the M.Ed. Program developed a knowledge base relevant to their work and developed students’ ability to apply their knowledge to their professional responsibilities. Surveys were not conducted in 2002.

Use of Results: Written comments on the surveys indicated two areas for improvement: student advising and the inclusion of more practical applications in courses. The department hired a full-time M.Ed. program advisor and made modifications in course delivery to include case study applications.

Duplicate this sheet to assess additional student learning outcomes.

Form C