Education Specialist in Administration Annual Assessment 2019-2020

Graduate Annual Assessment 2019-2020

Education Specialist in Administration

Program Profile
Program Mission

Program Objectives

Objective 1: Superintendents have the knowledge and ability to ensure the success of all students by facilitating the development, articulation, implementation, and stewardship of a vision of learning that is shared and supported by the school community.

Objective 2: Superintendents have the knowledge and ability to ensure the success of all students by promoting a positive culture and an effective instructional program, applying best practice to student learning, and designing comprehensive professional growth plans for staff.

Objective 3: Superintendents have the knowledge and ability to ensure the success of all students by leading personnel and managing the organizational structure and resources in a way that promotes a safe, efficient, and effective learning environment.

Objective 4: Superintendents have the knowledge and ability to ensure the success of all students by collaborating with families and other community members, responding to diverse community interests and needs, and mobilizing community resources.

Objective 5: Superintendents have the knowledge and ability to ensure the success of all students by acting with integrity, responsibility and in an ethical manner.

Objective 6: Superintendents have the knowledge and ability to ensure the success of all students by understanding, responding to and influencing the larger political, social, economic, legal, and cultural context.

Objective 7: Superintendents remain current on best practices in education administration and school-related areas as evidenced by establishing a plan for his/her professional development each year.

Program Demographics	**Graduating Students**
Total Enrollment 2018-2019	**Total Graduated 2018-2019**
256	147
Total Enrollment 2019-2020	**Total Graduated 2019-2020**
199	

Programm Assessment Data Sheet
Upload the Assessment Data sheet from Institutional Research
Graduate_Assessment_2016_17.xlsx
Program_Assessment_Data_Graduate18_19_6_.xlsx
Program_Assessment_Data_Graduate_19_20.xlsx

Reflection on Demographic Data

Program goals for student retention, persistence and degree completion are? What do the persistence numbers mean to the faculty in the program? Are your persistence numbers what you expected? If not, how could the numbers be improved? What is the optimal enrollment for the program?

Educational Specialist Program (EDS) in Administration has expereinced declined enrollment from 18-19. The five year graduation rate is 62.5%. For transfer students, the five-year graduation rate is 76.2%. These percentages are lower than the overall university five-year graduation rate of 85.2%

Program Delivery

Cohort (selected)
Online
Hybrid
Cohort and Online

External Accreditation
Does the program hold external accreditation?
Yes (selected)
No

If yes, state the name of the organization.
Along with the name of the organization, please note the date of approval, and the date of review.

HLC and DESE. We received a 19-20 review showing that our EDS in admin program is accredited.

Marketing Materials
Reflect on the current marketing materials used for the program. Please attach screenshots of the website or any material you are referencing in this section. What changes, if any, should be made to the material? Are there recommendations on how to modify the current material?

Updates on the website have been made.

https://www.williamwoods.edu/academics/graduate/education_graduate/education_specialist_degree_in_administration.html

https://www.williamwoods.edu/catalog/graduate/degree_programs.aspx

Marketing Attachments

Faculty Teaching
Please either fill in the box or upload a document outlining the faculty loads for those who are actively teaching in the program. "Active" includes individuals who have taught within the past year for the program. Include if the faculty are full time or part time as well and how many classes they are teaching.

100% of the program is taught by credentailed adjunct professors.

Faculty Load Attachment
If you want to attach the load document you can do that here.
Adjunct_faculty__2_.csv

Program Objectives

Standard/Outcome

Identifier	Description
WWU2016.1	Major Field Competence: Students will demonstrate excellence in an academic or professional discipline, and engage in the process of academic discovery.
WWU2016.2	Ethics: Students will exhibit values and behaviors that address self- respect and respect for others that will enable success and participation in the larger society.
WWU2016.3	Self-Liberation: Students will develop an honest understanding and appreciation of themselves and others resulting in an ability to make individual decisions.
WWU2016.4	Lifelong Education: Students will possess an intellectual curiosity and desire for continual learning both within and beyond formal education in preparation for participation in a global society.

Additional Standards/Outcomes

Identifier	Description
EDS ADM.1	Student will demonstrate the knowledge and ability to ensure the success of all students by facilitating the development, articulation, implementation, and stewardship of a vision of learning that is shared and supported by the school community.
EDS ADM.2	Student will demonstrate the knowledge and ability to ensure the success of all students by promoting a positive culture and an effective instructional program, applying best practice to student learning, and designing comprehensive professional growth plans for staff.
EDS ADM.3	Student will demonstrate the knowledge and ability to ensure the success of all students by leading personnel and managing the organizational structure and resources in a way that promotes a safe, efficient, and effective learning environment.
EDS ADM.4	Student will demonstrate the knowledge and ability to ensure the success of all students by collaborating with families and other community members, responding to diverse community interests and needs, and mobilizing community resources.
EDS ADM.5	Student will demonstrate the knowledge and ability to ensure the success of all students by acting with integrity, responsibility and in an ethical manner.
EDS ADM.6	Student will demonstrate the knowledge and ability to ensure the success of all students by understanding, responding to and influencing the larger political, social, economic, legal, and cultural context.
EDS ADM.7	Student will demonstrate best practices in education administration and school-related areas as evidenced by establishing a plan for his/her professional development each year.

Alignment with Institutional Objectives
Please discuss the program alignment to the University Objectives. We do not need an artifact for each objective, but a discussion on how the program uses the Institutional Objectives as an anchor for their program curriculum.

The Education Specialist (EDS) in Administration program is designed to prepare building principals for the role of superintendent or other central office leadership roles. This WWU EDS Administration program provides the experienced educator, either in a developed teacher role or in a building leadership role, a high- quality superintendent preparation program that is aligned to the Professional Standards for Educational Leaders (PSEL) and the Missouri Superintendent Standards. The EDS in Administration program is focused on the development of personal and professional leadership skills through and engaging and rigorous academic program, supported by embedded and onsite relevant field experiences designed to reflect the skills required of effective school district leaders. The EDS in Administration program embraces the institutional goals of field competence, ethics self-liberation and lifelong learning.

Curriculum Map

A – Assessed   R – Reinforced.   I – Introduced   M – Master

Education Specialist-Administration

	EDU 600	EDU 610	EDU 620	EDU 640	EDU 650	EDU 653	EDU 657	EDU 673	EDU 680	EDU 690	EDU 697
EDS ADM.1 Student will demonstrate the knowledge and ability to ensure the success of all students by facilitating the development, articulation, implementation, and stewardship of a vision of learning that is shared and supported by the school community.	I	R	R	R	R	A, M	R	R		R	A, M
EDS ADM.2 Student will demonstrate the knowledge and ability to ensure the success of all students by promoting a positive culture and an effective instructional program, applying best practice to student learning, and designing comprehensive professional growth plans for staff.	I	R	R	R		R	R	A, M		A, M	R
EDS ADM.3 Student will demonstrate the knowledge and ability to ensure the success of all students by leading personnel and managing the organizational structure and resources in a way that promotes a safe, efficient, and effective learning environment.	I	A, M	R	R	A, M	R	R	R	R	R	R
EDS ADM.4 Student will demonstrate the knowledge and ability to ensure the success of all students by collaborating with families and other community members, responding to diverse community interests and needs, and mobilizing community resources.	I	R	A, M	R	A, M	R	R	R		R	R
EDS ADM.5 Student will demonstrate the knowledge and ability to ensure the success of all students by acting with integrity, responsibility and in an ethical manner.	I, A	R	R	R	R	A, M	R	R	R	R	R
EDS ADM.6 Student will demonstrate the knowledge and ability to ensure the success of all students by understanding, responding to and influencing the larger political, social, economic, legal, and cultural context.	I	R	R	A, M	A, M	R	R	R	R		
EDS ADM.7 Student will demonstrate best practices in education administration and school-related areas as evidenced by establishing a plan for his/her professional development each year.	I	R		A, M			R	A, M			

Changes to Curriculum
Are there any changes made to the curriculum map for this academic year? If so, please describe the program changes made along with the rationale for why and the impact the changes should' have on student learning?

The EDS in Administration program is consistent with recent years. The comprehensive curriculum revision to the MED Administration program, completed Fall of 2019, has increased the level of rigorous instruction, student engagement and acheivement. These improvements have created an urgency to review and revise the existing EDS in Administration program. The anticipated start date for curriculum review and revision is Fall 2020.

Assessment Findings

Assessment Findings for the Assessment Measure level for Education Specialist-Administration

EDS ADM.1 Student will demonstrate the knowledge and ability to ensure the success of all students by facilitating the development, articulation, implementation, and stewardship of a vision of learning that is shared and supported by the school community.

Assessment Measures

EDU 653				
Assessment Measure	**Criterion**	**Summary**	**Attachments of the Assessments**	**Improvement Narratives**
Direct - Research Paper	Has the criterion Bond Issue Promotion: 90% of the students will receive a minimum of 80% or above on the promotional document. been met yet? Met	Bond Issue Promotion 100% of the 14 submissions for this assignment earned exemplary on the scoring rubric.		

ITP 698				
Assessment Measure	**Criterion**	**Summary**	**Attachments of the Assessments**	**Improvement Narratives**
Direct - Research Paper	Has the criterion Philosophy of Educational Administration Paper: 90% of the students will receive a minimum of 80% on the paper. been met yet? Met	Philosophy of Education Administration Paper 100% of the 77 submissions for this assignment earned exemplary on the scoring rubric.		

EDS ADM.2 Student will demonstrate the knowledge and ability to ensure the success of all students by promoting a positive culture and an effective instructional program, applying best practice to student learning, and designing comprehensive professional growth plans for staff.

Assessment Measures

EDU 673				
Assessment Measure	**Criterion**	**Summary**	**Attachments of the Assessments**	**Improvement Narratives**
Direct - Research Paper	Has the criterion Urban Reform Model: 90% of the students will receive a minimum of 80% on the paper. been met yet? Met	Urban Reform Model 100% of the 20 submissions for this assignment earned exemplary on the scoring rubric.		

EDU 690				
Assessment Measure	**Criterion**	**Summary**	**Attachments of the Assessments**	**Improvement Narratives**
Direct - Research Paper	Has the criterion Cohort Study Group Major Report: 90% of the students will receive a minimum of 80% on the report. been met yet? Met	Cohort Study Group Major Report 100% of the 37 submissions for this assignment earned exemplary on the scoring rubric.		

EDS ADM.3 Student will demonstrate the knowledge and ability to ensure the success of all students by leading personnel and managing the organizational structure and resources in a way that promotes a safe, efficient, and effective learning environment.

Assessment Measures

EDU 610				
Assessment Measure	**Criterion**	**Summary**	**Attachments of the Assessments**	**Improvement Narratives**
Direct - Presentation	Has the criterion Board of Education Report: 90% of the students will receive a minimum of 80% on the presentation. been met yet? Met	Board of Education Report 98.31% of the 58 submissions for this assignment earned exemplary on the scoring rubric.		

EDU 650				

Assessment Measure	Criterion	Summary	Attachments of the Assessments	Improvement Narratives
Direct - Case Study	Has the criterion Local Tax Revenue Calculation: 90% of the students will receive a minimum of 80% on the calculations. been met yet? Met	Local Tax Revenue Calculation 92.31% of the 12 submissions for this assignment earned exemplary on the scoring rubric.		

EDS ADM.4 Student will demonstrate the knowledge and ability to ensure the success of all students by collaborating with families and other community members, responding to diverse community interests and needs, and mobilizing community resources.

Assessment Measures

EDU 620				
Assessment Measure	Criterion	Summary	Attachments of the Assessments	Improvement Narratives
Direct - Research Paper	Has the criterion School District Communication Plan: 90% of the students will receive a minimum of 80% on the paper. been met yet? Met	No data collected for the 2019-2020 academic year.		

EDU 650				
Assessment Measure	Criterion	Summary	Attachments of the Assessments	Improvement Narratives
Direct - Class Assignment	Has the criterion State Formula Assignment: 90% of the students will receive a minimum of 80% on the assignment. been met yet? Met	State Formula Assignment 100% of the 11 submissions for this assignment earned exemplary on the scoring rubric.		

EDS ADM.5 Student will demonstrate the knowledge and ability to ensure the success of all students by acting with integrity, responsibility and in an ethical manner.

Assessment Measures

EDU 600				
Assessment Measure	**Criterion**	**Summary**	**Attachments of the Assessments**	**Improvement Narratives**
Direct - Class Assignment	Has the criterion Transition Plan: 90% of the students will receive a minimum of 80% on the report. been met yet? Met	Transition Plan 100% of the 17 submissions for this assignment earned exemplary on the scoring rubric. DATA HERE	Via___EdS_Amin_20 19_2020_67515_.pdf	

EDU 653				
Assessment Measure	**Criterion**	**Summary**	**Attachments of the Assessments**	**Improvement Narratives**
Direct - Interview	Has the criterion Interview of the Superintendent: 90% of the students will receive a minimum of 80% on the interview report. been met yet? Met	Superintendent Interview 100% of the 14 submissions for this assignment earned exemplary on the scoring rubric.		

EDS ADM.6 Student will demonstrate the knowledge and ability to ensure the success of all students by understanding, responding to and influencing the larger political, social, economic, legal, and cultural context.

Assessment Measures

EDU 640				
Assessment Measure	**Criterion**	**Summary**	**Attachments of the Assessments**	**Improvement Narratives**
Direct - Case Study	Has the criterion Summary of Human Resources Legislation: 90% of the students will receive a minimum of 80% on the report. been met yet? Met	Summary of Human Resources Legislation 100% of the 14 submissions for this assignment earned exemplary on the scoring rubric.		

EDU 650				
Assessment Measure	**Criterion**	**Summary**	**Attachments of the**	**Improvement Narratives**

			Assessments	
Direct - Presentation	Has the criterion Presentation of the Budgeting Process: 90% of the students will receive a minimum of 80% on the presentation. been met yet? Met	Presentation of Budgeting Process 100% of the 11 submissions for this assignment earned exemplary on the scoring rubric.		

EDS ADM.7 Student will demonstrate best practices in education administration and school-related areas as evidenced by establishing a plan for his/her professional development each year.

Assessment Measures

EDU 640				
Assessment Measure	Criterion	Summary	Attachments of the Assessments	Improvement Narratives
Direct - Research Paper	Has the criterion Professional Development Induction, Mentoring Analysis: 90% of the students will receive a minimum of 80% on the paper. been met yet? Met	Summary of Human Resources Legislation 100% of the 14 submissions for this assignment earned exemplary on the scoring rubric.		

EDU 673				
Assessment Measure	Criterion	Summary	Attachments of the Assessments	Improvement Narratives
Direct - Class Assignment	Has the criterion Final Project Professional Development Plan: 90% of the students will receive a minimum of 80% on the assignment. been met yet? Met	Final PD Plan 100% of the 20 submissions for this assignment earned exemplary on the scoring rubric.		

Improvement Narrative List

Assessment Findings for the Assessment Measure level
No improvement narratives have been added.

Assessment List

Analysis of the Assessment Process
Describe your assessment process; clearly articulate how the program is using coursework and or assessment day activities for program wide assessment. Note any changes that occurred to that process since the previous year. Discuss what activities were successful at assessment and which ones were not as helpful and why. Please include who met to discuss the changes (unless you are a program of one person) and when you met. – Include a discussion on the process for collection and analysis of program data.

EDS Administration assessments are incorporated into the curriculum of nine courses: EDU600 Issues in the Superintendency, EDU 610 Statistics for Education, EDU 620 Effective School-Community Relations, EDU640 Human Resources in Education, EDU650 School Finance, EDU673 Education Reform and Urban Issues, EDU680 Advanced School Law, EDU690 Differentiated and Supplemental Programs, EDU697 Field Experience and Capstone. Each of these essential assignments are reflective of the work of superintendents in the field and align with the Standards for Superintendents, Student submissions for each of the assignments demonstrate exemplary performance as indicated by the scoring rubric.

Program Activities

Student Accomplishments
Highlight special examples of student successes in the field (research, conference presentation, award in the profession). This is for any accomplishment that a student achieved outside of coursework or the normal expectations of student success.

Faculty Accomplishments
Highlight special examples of faculty success in the profession/field/content area. This is for any accomplishment of a faculty activity/research/professional nature

Alumni Accomplishments
Highlight special examples of any successes of any alumni (acceptance to or graduation from a graduate/professional program, new job in the field) including your most recent graduates

Professional Development Opportunities
- Highlight professional development opportunities over the course of the academic year that were beneficial to program faculty and or instrumental to student learning. This could be local or external professional development.

All adjunct faculty are required to attend annual University created/provided professional development. For the 19-20 academic year, the primary focus of the adjunct instructor professional development centered around improved engagement and instruction, as well as program and DESE updates.

Professional Development
Upload any documentation supporting the professional development offered.

Assessment Rubric

	3.000 Exceeds	2.000 Meets	1.000 Falls Below Expectations	N/A
Mission Statement Clearly Articulated weight: 1.000	The mission statement for the program is insightful and forward thinking. It aligns with the University Mission and learning objectives showing a clear alignment between the University and the program.	The mission statement for the program clearly articulated and aligned with the University mission.	The mission statement is minimal at best.	N/A
Comment:	the objectives are not the mission statement of the program.			
Reflection on Retention weight: 1.000	The program provides a detailed description on the retention numbers. The program provides new ideas on how to improve retention of their program students or articulates what they are currently doing to keep students in their program.	The program provides a basic reflection on the retention data provided.	The program does not reflect on retention data in a detailed way.	N/A
Comment:				
Defines External Accreditation Standards weight: 1.000	The program provides a detailed explanation of the accreditation organizations within the field along with all the timeline and supplemental information required for accreditation.	The program provides a basic explanation of the accreditation organizations in the field.	The program fails to provide any accreditation information.	N/A
Comment:				
General Education alignment clearly explained weight: 1.000	The program provides a detailed explanation of the General Education criterial and how the basic skills learned are expanded upon in the program. Details include but are not limited to: specific courses, or activities that stretch the knowledge of the specific areas.	The program provides a basic explanation of the General Education curriculum and how the skills learned are expanded in program courses.	The program provides a minimal explanation of the General Education curriculum and how the skills learned are expanded in program courses.	N/A
Comment:				
Curriculum Map alignment weight: 1.000	The curriculum map is detailed and complete.	The curriculum map is complete	The curriculum map is not complete	N/A
Comment:				
Assessment of Objectives weight: 1.000	Assessment of objectives are spread out across the curriculum with a variety of assessment measures and each program objective is assessed a minimum of twice a year.	Each objective is assessed a minimum of 2 times a year or an assessment rotation is explained so that all objectives are assessed. The assessments are not concentrated in one class.	The assessment map is not complete or much of the assessment happens in only one course. Not all objectives are assessed annually, nor is a plan provided on assessment.	N/A
Comment:				
Data Driven Decision-making is explained weight: 1.000	Curricular and assessment changes are articulated and validated through data based decisions. Faculty discuss the data that lead to curricular decisions being made.	Curricular and assessment decisions are made based on data provided in assessment, but detailed alignment is not provided as justification for the change.	Changes are proposed and brought forth with little explanation on the data included in the decision, if data was included in the decision.	N/A
Comment:				

Criterion				
Documentation provided on assessment findings weight: 1.000	The program uploads all rubric and support information to support the claims in the assessment findings along with detailed instructions on the assessment process and data analysis.	The program uploads all rubric and support information to support the claims in assessment findings.	✔ The program did not upload the data to support assessment claims in the assessment findings.	N/A
Comment:	there are no evidence files uploaded to the report.			
Analysis of Assessment is complete weight: 1.000	The program completed assessment findings for each component identified, and provided a comprehensive summary of each assessment measure identified in the report.	✔ The program completed the assessment findings for each component and provided a summary for each assessment measure.	The program did not provide a completed assessment findings for each component, nor did they complete the summary for each measure.	N/A
Comment:				
Improvement narratives are selected with intentionality weight: 1.000	The program identified Improvement Narratives that appear to move the program forward and see the bigger picture than only the specific program curriculum options	The program used the provided Improvement Narratives and selected options that made sense to the objectives and issues within the assessment.	The program did not use any improvement narratives, or the ones chosen are not aligned with assessment results.	✔ N/A
Comment:	there were no objectives "not met" so no improvements were discussed.			
Student Performance Review weight: 1.000	The program described and provided a detailed account of Student performance Review activities. Data evidence provided and detailed.	The program provided the schedule and a brief description of Student Performance Review with data of the results.	The program did not provide complete explanation on Student Performance Review nor did they provide data results.	✔ N/A
Comment:				
Senior Showcase weight: 1.000	The program had all senior students participate in Senior Showcase and provided a detailed explanation of their expectation and the presentations presented.	The program described the Senior showcase activities and provided some evidence of what was presented.	Little to no content of Senior showcase was provided.	✔ N/A
Comment:				
Co Curricular activities weight: 1.000	The program detailed the activities of LEAD and other co-curricular programing that was provided throughout the year. They provided numerous events for students.	The program provided a listing of LEAD events and activities provided.	The program provided little to no description of the Co-curricular activities provided throughout the year.	✔ N/A
Comment:				
Faculty, alumni, and Student accomplishments weight: 1.000	The program provided detail updates on successes on Students, Alumni and Faculty with added information explaining the kinds of success that were experienced.	The program provided a listing of information on Students, Alumni, and faculty accomplishments.	✔ The program provided little to no data on students, alumni, faculty accomplishments.	N/A
Comment:				