



---

WILLIAM WOODS  
UNIVERSITY

---

---

**MED Athletics Activities Annual Assessment  
2020-2021**

**MASTER OF EDUCATION IN ATHLETICS/ACTIVITIES ADMINISTRATION** 3

PROGRAM PROFILE	3
PROGRAM OBJECTIVES	6
CURRICULUM MAP	8
ASSESSMENT FINDINGS	9
PROGRAM ACTIVITIES	15
ASSESSMENT RUBRIC	17
APPENDIX	19

# Graduate Annual Assessment 2020-2021

## Master of Education in Athletics/Activities Administration

### Program Profile

#### Program Mission

The William Woods Master's in Education – Athletics and Activities Program supports the WWU Mission statement to promote a student-centered learning environment. The program is aligned around the work of an Activities Administrator to provide real-life, quality athletic and activity experiences to help prepare learners for success in the role of leader in activities and athletics.

#### Program Demographics

##### Total Enrollment 2020-2021

82

##### Total Enrollment 2019-2020

75

#### Graduating Students

##### Total Graduated 2020-21

47

##### Total Graduated 2019-2020

49

#### Program Assessment Data Sheet

Upload the Assessment Data sheet from Institutional Research

William Woods University														
Assessment Data														
Program: Education Athletics-Activities Administration														
		Academic Year												
		10/11	11/12	12/13	13/14	14/15	15/16	16/17	17-18	18-19	19/20	20/21	21/22	
<b>Declared Majors</b> (As of fall census)	Incoming Students <sup>1</sup>	0	0	24	26	3	19	12	41	24	18	18	13	
	Total	81	119	102	62	49	59	91	124	90	75	82	68	-16.05%
	Graduate Enrollment	1,426	1,301	1,206	1,125	1,025	1,171	1,103	1,403	1,367	1280	1232	951	-33.31%
<b>Number of Cohorts</b>		11	18	13	7	5	6	7						
<b>Graduated Majors</b> (9/1-8/30)		68	69	69	36	9	31	32	97	49	47	35		
		Cohort Year												
<b>Graduation Rate:<sup>2</sup></b>		07/08	08/09	09/10	10/11	11/12	12/13	13/14	14/15	15/16	16/17	17/18	18/19	
<b>Graduate College</b>		90.7%	94.2%	94.5%	88.1%	89.5%	91.1%	86.50%	81%	61.70%	80.60%	54.80%	85.70%	
<b>Program</b>		88.7%	92.6%	92.0%	94.3%	92.3%	94.1%	92.90%	100%	67%	76.50%	61%	88%	
<sup>1</sup> = students new to the program in the fall semester <sup>2</sup> = % of students graduating or obtaining a certificate from program within 3 years, students earning more than one degree are excluded from the analysis														

### 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?*

The Master's in Education - Athletics and Activities Program has seen a slight increase in the enrollment; from 75 to 82. These numbers will continue to allow for several adjuncts to add rich discussions and practical experiences to the course for our students.

The University has seen a decrease in the retention rate, as a whole. This, I believe, has had an impact on the decrease in the MEA program graduation rate. I have had a few MEA students reach out to me during the 2020, Spring and Summer sessions, stating that they were needing to temporarily stop, due to struggles with our current Educational world and dealing with COVID.

However, the Program graduation Rate last year was at 100% for those that started the program at WWU. The transfer program graduation rate was at 80.3%. Retention rate was not provided.

### Program Delivery

Cohort  
 Online (selected)  
 Hybrid  
 Cohort and Online

### External Accreditation

*Does the program hold external accreditation?*

Yes  
 No (selected)

### 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.*

While there is no form of accreditation from WWU, students can eventually receive Certification from the NIAAA, when they have a minimum of two-years of experience as an actual Athletic Administrator.

### 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?*

I attached concerns in the 19-20 Annual assessment. There were four (4) areas that were not correct on our website. One of the four have been fixed. Changing the required hours from 36 to 33 have been taken care of. However, the other three areas still need to be corrected...plus an additional correction.

The three areas that still need to be corrected are (see attachment from 19-20 report attached below):

1. NIAAA is still listed as National **Intercollegiate** Athletics Administrators Association. I should be National **Interscholastic** Athletic Administrators Association.
2. Field experience hours should be 90, not 110.
3. Core Electives is no longer EDU 522 and EDU 544. It is now Core Elective EDU 544, only.

NEW to change.

1). EDU 544 now has the course name of: EDU 544: Digital Tools in the Athletic/Activities Environment. This will take effect in the 21-22 Catalog.

2). On the WWU website. Go to Online Programs. Scroll to the M.Ed. in AA Administration. Click online. Scroll down to Curriculum, and click View a complete list of courses and electives. The screen that appears as to paragraphs at the top, which are almost verbatim (besides the last sentence in the second paragraph. Please keep the second paragraph and delete the first paragraph.

**Marketing Attachments**

Appendix: WWU\_Website\_Corrections\_for\_MEA.docx

**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.*

Wescott - All MEA Adjunct faculty are part-time.

Smith	(John) Matt
Abien	Robert
Chance	Matt
Chapman	Keith
Davis	Jim
Garner	Kevin
Gotsch	Tom
Holderbaum	Mark
Koestner	Jerry
Kuhlmann	Doug
Miles	Ronda
Martin	Courtney
Scott	Josh
Smith	Matt
Stoppel	Kaleb
Waters	Heath
Wescott	Dixie

**Faculty Load Attachment**

*If you want to attach the load document you can do that here.*

## 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
MED .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 school or district vision of learning supported by the school community.
MED .2	Student will demonstrate the knowledge and ability to ensure the success of all students by promoting a positive school culture, providing an effective instructional program that applies best practice to student learning, and designing comprehensive professional growth plans.
MED .3	Student will demonstrate the knowledge and ability to ensure the success of all students by managing the organization, operations, and resources in a way that promotes a safe, efficient, and effective learning environment.
MED .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.
MED .5	Student will demonstrate the knowledge and ability to ensure the success of all students by acting with integrity and in an ethical manner.
MED .6	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.*

### Major Field Competence: Students will demonstrate excellence in an academic or professional discipline, and engage in the process of academic discovery.

- Obj 2: Student will demonstrate the knowledge and ability to ensure the success of all students by promoting a positive school culture, providing an effective instructional program that applies best practice to student learning, and designing comprehensive professional growth plans.
- Obj 5: Student will demonstrate the knowledge and ability to ensure the success of all students by acting with integrity and in an ethical manner.
- Obj 6: 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.
- MEA students will continue to learn throughout the program the best practices of an Activities Director. This will occur not only through the course required assignments but through the required practical field experience hour that they complete that replicate what an activities director would do on the job. Students will work alongside their Field Experience, On-Site Supervisor.

**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.**

- Obj 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 school or district vision of learning supported by the school community.
- Obj 5: Student will demonstrate the knowledge and ability to ensure the success of all students by acting with integrity and in an ethical manner.
- MEA Students will extend upon their coaching responsibilities the understanding of the importance of sportsmanship and ethical practices. They will understand the importance of collaborative work respecting the thoughts and ideas of various stakeholders.

**Self-Liberation: Students will develop an honest understanding and appreciation of themselves and others resulting in an ability to make individual decisions.**

- Obj 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 school or district vision of learning supported by the school community.
- Obj 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.
- MEA Students will work towards understanding the vision of a program, allowing collaborative work in making informed decisions about the activities program.

**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.**

- Obj 2: Student will demonstrate the knowledge and ability to ensure the success of all students by promoting a positive school culture, providing an effective instructional program that applies best practice to student learning, and designing comprehensive professional growth plans.
- Obj 3: Student will demonstrate the knowledge and ability to ensure the success of all students by managing the organization, operations, and resources in a way that promotes a safe, efficient, and effective learning environment.
- Obj 6: 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.
- MEA Students will constantly work toward understanding an activities program through the preparation of assignments throughout the program. They too, will experience and replicate the role of an AD as they complete field experience hours in preparation for taking over an activities program.

## Curriculum Map

A - Assessed  
 R - Reinforced  
 I - Introduced  
 M - Master

### Master of Education Athletics/Activities Administration

	EDU 503	EDU 508	EDU 509	EDU 521	EDU 523	EDU 524	EDU 525	EDU 526	EDU 527	EDU 528
<b>MED .1</b> Student will demonstrate the knowledge and ability to ensure the success of all students by facilitating the development, articulation, implementation and stewardship of a school or district vision of learning supported by the school community.	A, M		M, A	I			R	A, M	R	
<b>MED .2</b> Student will demonstrate the knowledge and ability to ensure the success of all students by promoting a positive school culture, providing an effective instructional program that applies best practice to student learning, and designing comprehensive professional growth plans.	A, M	A, M	A, M	I		A, M	R	R		
<b>MED .3</b> Student will demonstrate the knowledge and ability to ensure the success of all students by managing the organization, operations, and resources in a way that promotes a safe, efficient, and effective learning environment.	A, M	R	A, M	I	A, M		R	R	R	R
<b>MED .4</b> 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.	A, M	A, M	A, M	I	A, M		R	R	A, M	R
<b>MED .5</b> Student will demonstrate the knowledge and ability to ensure the success of all students by acting with integrity and in an ethical manner.	A, M		A, M	I			R		A, M	
<b>MED .6</b> 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.	A, M		A, M	I			R	A, M	R	

### 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?*

Changes have occurred in all 11 courses. These changes were very minor in some and more involved in others. Changes occurred due to the National Interscholastic Athletic Administrators Association (NIAAA) updated curriculum LTI manuals.

A major revision has occurred in the EDU 544 course, changing the course title from Software Applications in the Athletic/Activities Environment to Digital Tools in the Athletic/Activities Environment. We too, updated the course

description. These revisions occurred to reflect current digital tools used by Activities Administrators. This course was last revised in May 2016. Many tools were no longer relevant.

A major revision also transpired in EDU 521 too. Once again, with the changes that have occurred in the manual usage, we have new and current curriculum that we must implement into the course. A focus must be directed to Educational Based Athletics. This will also support continued certification processes for our students, should they want to seek a NIAAA certification.

## Assessment Findings

### Assessment Findings for the Assessment Measure level for Master of Education Athletics/Activities Administration

MED .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 school or district vision of learning supported by the school community.

#### Assessment Measures

EDU 503				
Assessment Measure	Criterion	Summary	Attachments of the Assessments	Improvement Narratives
Direct - Class Assignment	Has the criterion Title IX Self Audit - 90% of the students in this course will receive at least a Proficient Score on the assessment. been met yet? Met	8 of 8 met objective, 100%	EDU_503__Sports_Law__20_21.pdf	

EDU 509				
Assessment Measure	Criterion	Summary	Attachments of the Assessments	Improvement Narratives
Direct - Class Assignment	Has the criterion Athletics/Activities Administration Philosophy Paper - 90% of the students in this course will receive at least a Proficient Score on the assessment. been met yet? Met	13 of 13 met objective, 100%	EDU_509__Ath_Adm in_Field_Experiences __20_21.pdf	

EDU 526				
Assessment Measure	Criterion	Summary	Attachments of the Assessments	Improvement Narratives
Direct - Class Assignment	Has the criterion Evaluation of a Mission Statement-90% of the students in this course will receive at least a Proficient Score on the assessment. been met yet? Met	17 of 17 met objective, 100%.	EDU_526_Athletic_Activities_Admin_Developing_Character_Citizen__20_21.pdf	

MED .2 Student will demonstrate the knowledge and ability to ensure the success of all students by promoting a positive school culture, providing an effective instructional program that applies best practice to student learning, and designing comprehensive professional growth plans.

Assessment Measures

<b>EDU 503</b>				
<b>Assessment Measure</b>	<b>Criterion</b>	<b>Summary</b>	<b>Attachments of the Assessments</b>	<b>Improvement Narratives</b>
Direct - Class Assignment	Has the criterion Title IX Self Audit - 90% of the students in this course will receive at least a Proficient Score on the assessment. been met yet? Met	8 of 8 met objective, 100% Attachment in Objective 1.		

<b>EDU 508</b>				
<b>Assessment Measure</b>	<b>Criterion</b>	<b>Summary</b>	<b>Attachments of the Assessments</b>	<b>Improvement Narratives</b>
Direct - Class Assignment	Has the criterion BOE End of Year Report- 90% of the students in this course will receive at least a Proficient Score on the assessment. been met yet? Met	27 of 28 met objective, 96.4%	EDU_508__Practical_Aspects__20_21.pdf	

<b>EDU 509</b>				
<b>Assessment Measure</b>	<b>Criterion</b>	<b>Summary</b>	<b>Attachments of the Assessments</b>	<b>Improvement Narratives</b>
Direct - Class Assignment	Has the criterion Athletics/Activities Administration Philosophy Paper - 90% of the students in this course will receive at least a Proficient Score on the assessment. been met yet? Met	13 of 13 met objective, 100%. Attachment in Objective 1.		

<b>EDU 524</b>				
<b>Assessment Measure</b>	<b>Criterion</b>	<b>Summary</b>	<b>Attachments of the Assessments</b>	<b>Improvement Narratives</b>
Direct - Research Paper	Has the criterion Current Issues Research Paper-90% of the students in this course will receive at least a Proficient Score on the assessment. been met yet? Met	28 of 28 met objective, 100%.	EDU_524__Current_Issues_Challenges__20_21.pdf	

MED .3 Student will demonstrate the knowledge and ability to ensure the success of all students by managing the organization, operations, and resources in a way that promotes a safe, efficient, and effective learning environment.

Assessment Measures

<b>EDU 503</b>				
<b>Assessment Measure</b>	<b>Criterion</b>	<b>Summary</b>	<b>Attachments of the Assessments</b>	<b>Improvement Narratives</b>
Direct - Class Assignment	Has the criterion Title IX Self Audit - 90% of the students in this course will receive at least a Proficient Score on the assessment. been met yet? Met	8 of 8 met objective, 100% Attachment in Objective 1.		

<b>EDU 509</b>				
<b>Assessment Measure</b>	<b>Criterion</b>	<b>Summary</b>	<b>Attachments of the Assessments</b>	<b>Improvement Narratives</b>
Direct - Class Assignment	Has the criterion Athletics/Activities Administration Philosophy Paper - 90% of the students in this course will receive at least a Proficient Score on the assessment. been met yet? Met	13 of 13 met objective, 100%. Attachment in Objective 1.		

<b>EDU 523</b>				
<b>Assessment Measure</b>	<b>Criterion</b>	<b>Summary</b>	<b>Attachments of the Assessments</b>	<b>Improvement Narratives</b>
Direct - Research Paper	Has the criterion Program Assessment - 90% of the students in this course will receive at least a Proficient Score on the assessment. been met yet? Met	12 of 12 met objective, 100%.	EDU_523_Supervision_Athletics_Activities_Program__20_21.pdf	

MED .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

<b>EDU 503</b>				
<b>Assessment Measure</b>	<b>Criterion</b>	<b>Summary</b>	<b>Attachments of the Assessments</b>	<b>Improvement Narratives</b>
Direct - Class Assignment	Has the criterion Title IX Self-Audit- 90% of the students in this course will receive at least a Proficient Score on the assessment. been met yet? Met	8 of 8 met objective, 100% Attachment in Objective 1.	EDU503.pdf	

<b>EDU 508</b>				
<b>Assessment Measure</b>	<b>Criterion</b>	<b>Summary</b>	<b>Attachments of the Assessments</b>	<b>Improvement Narratives</b>
Direct - Class Assignment	Has the criterion BOE End of Year Report- 90% of the students in this course will receive at least a Proficient Score on the assessment. been met yet? Met	27 of 28 met objective, 96.4%. Attachment in Standard 2		

<b>EDU 509</b>				
<b>Assessment Measure</b>	<b>Criterion</b>	<b>Summary</b>	<b>Attachments of the Assessments</b>	<b>Improvement Narratives</b>
Direct - Class Assignment	Has the criterion Athletics/Activities Administration Philosophy Paper - 90% of the students in this course will receive at least a Proficient Score on the assessment. been met yet? Met	13 of 13 met objective, 100%. Attachment in Objective 1.		

<b>EDU 523</b>				
<b>Assessment Measure</b>	<b>Criterion</b>	<b>Summary</b>	<b>Attachments of the Assessments</b>	<b>Improvement Narratives</b>
Direct - Research Paper	Has the criterion Program Assessment - 90% of the students in this course will receive at least a Proficient Score on the assessment. been met yet? Met	12 of 12 met objective, 100%. Attachment in Objective 3.		

<b>EDU 527</b>				
<b>Assessment Measure</b>	<b>Criterion</b>	<b>Summary</b>	<b>Attachments of the Assessments</b>	<b>Improvement Narratives</b>
Direct - Class Assignment	Has the criterion Social Media Plan- 90% of the students in this course will receive at least a Proficient Score on the assessment. been met yet? Met	5 of 5 met objective, 100%.	EDU_527_Athletics_Activities_Program_Promotion__20_21.pdf	

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

Assessment Measures

<b>EDU 503</b>				
<b>Assessment Measure</b>	<b>Criterion</b>	<b>Summary</b>	<b>Attachments of the Assessments</b>	<b>Improvement Narratives</b>
Direct - Case Study	Has the criterion Case Study - 90% of the students in this course will receive at least a Proficient Score on the assessment. been met yet? Met	8 of 8 met objective, 100% Attachment in Objective 1.		

<b>EDU 509</b>				
<b>Assessment Measure</b>	<b>Criterion</b>	<b>Summary</b>	<b>Attachments of the Assessments</b>	<b>Improvement Narratives</b>
Direct - Class Assignment	Has the criterion Athletics/Activities Administration Philosophy Paper - 90% of the students in this course will receive at least a Proficient Score on the assessment. been met yet? Met	13 of 13 met objective, 100%. Attachment in Objective 1.		

<b>EDU 527</b>				
<b>Assessment Measure</b>	<b>Criterion</b>	<b>Summary</b>	<b>Attachments of the Assessments</b>	<b>Improvement Narratives</b>
Direct - Class Assignment	Has the criterion Social Media Plan- 90% of the students in this course will receive at least a Proficient Score on the assessment. been met yet? Met	5 of 5 met objective, 100%. Attachment in Objective 4.		

MED .6 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

<b>EDU 503</b>				
<b>Assessment Measure</b>	<b>Criterion</b>	<b>Summary</b>	<b>Attachments of the Assessments</b>	<b>Improvement Narratives</b>
Direct - Class Assignment	Has the criterion Title IX Self Audit - 90% of the students in this course will receive at least a Proficient Score on the assessment. been met yet? Met	8 of 8 met objective, 100% Attachment in Objective 1.		

<b>EDU 509</b>				
<b>Assessment Measure</b>	<b>Criterion</b>	<b>Summary</b>	<b>Attachments of the Assessments</b>	<b>Improvement Narratives</b>
Direct - Class Assignment	Has the criterion Athletics/Activities Administration Philosophy Paper - 90% of the students in this course will receive at least a Proficient Score on the assessment. been met yet? Met	13 of 13 met objective, 100%. Attachment in Objective 1.		

<b>EDU 526</b>				
<b>Assessment Measure</b>	<b>Criterion</b>	<b>Summary</b>	<b>Attachments of the Assessments</b>	<b>Improvement Narratives</b>
Direct - Class Assignment	Has the criterion Champions of Character-90% of the students in this course will receive at least a Proficient Score on the assessment. been met yet? Met	34 of 34 met objective, 100%. Attachment in Objective 1.	EDU_526_Athletic_Activities_Admin_Developing_Character_Citizen_20_21.pdf	

**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.*

All of our assessments proved to be successful through the data analysis this year. The program moved from having many (too many) assessments to a reduced number this year. While we are still assessing objectives more than needed, we will continue to fine tune to make sure we are assessing properly, and each time. I will stress to Adjuncts the importance of our assessments being assessed each time for the appropriate objective in their courses. Adjuncts also provide feedback about specific assessments and the successfulness or lack of.

As of now we assess Objectives:

- Objective 1 = 3 times
- Objective 2 = 4 times
- Objective 3 = 3 times
- Objective 4 = 5 times
- Objective 5 = 3 times
- Objective 6 = 3 times

## 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.*

N/A

### 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*

1) Program Manager, Dixie Wescott, obtained her Certified Master Athletic Administrator (CMAA) through the NIAAA.

2) Adjunct Keith Chapman The President of the Missouri Interscholastic Athletic Administrators Association (MIAAA).

3) Adjunct Professor, Dr. Kaleb Stoppel:

- recently been named the “Coach and A.D.” Magazine – January “Sports Under 40” Award Honoree.
- recently presented a workshop about obtaining your C.M.A.A. distinction at the recent National Conference.
- Current Kansas Interscholastic Athletic Administrators Association Board of Director and Mentor Program Director.

4) Matt Chance was recognized in his district as the 2020, District AD of the Year

**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*

Alumnus Greg Linhart is now in his first year as an Activities Administrator in the Grandview C4 School District.

Alumnus Daniel Bieser received certification through the NIAAA for his CAA (Certified Activities Administrator) in the Fall of 2020.

**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.*

Many of the current Adjuncts were involved with Professional Development courses through the NIAAA. Some also, were Instructors in courses. Some of the current adjuncts will be presenting in the Virtual NIAAA National Conference in early December.

Along with Dr. Matt Dube, Online Program Manager, Dixie Wescott, will provide a Professional Development opportunity to the Online Adjuncts in mid-March.

Through the NIAAA, Adjuncts have the opportunity to take LTC courses to have ongoing PD opportunities. This is on their own and not paid for by WWU.

**Professional Development**

*Upload any documentation supporting the professional development offered.*

# Assessment Rubric

Clear	3.00 Exceeds	2.00 Meets	1.00 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:				
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 criteria 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:	Most objectives are assessed 3-4 times in the program. all assessments are curriculum based and not outside assessments.			
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:	No changes were made based on the notes that I found in the assessment. Students met each of the objectives, so they did not implement any Improvement Narratives. The program has been clear that they are in process of updating their assessment and that is ongoing.			

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:				
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:	there is not a summary provided with any sort of narrative as to the learning occurred. the data is provided so it is clear to see that the objective was passed, but a short narrative would be beneficial.			
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:				
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 programming 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:				

# Appendix

- facilities management and scheduling
- fiscal management
- public relations and marketing of the athletics/activities program

### **The path to NIAAA certification**

The program leads to the initial certification of the National Intercollegiate Athletics Administration Association and is one of the few to be recognized by the NIAAA as meeting the educational requirements toward becoming a Registered Athletic Administrator (RAA) or a Certified Athletic Administrator (CAA). It does not meet Missouri requirements for building-level administrative certification.

At William Woods, you'll be participating in an athletic administration master's program known for its excellence and for providing a significant number of the leaders in Missouri's state school system. As one of these students, you will have the opportunity to learn from active practitioners in the athletic field and make the connections you need for leadership and career growth.

This online degree is designed to fit the schedules of working teachers and administrators and can be completed in two years or less from anywhere. You can expect rigorous coursework with real-world relevance, designed and taught by professionals who have proven their expertise. We structure the curriculum so you can develop lasting relationships with peers focused on similar career goals. And, to make this an investment you can count on, your tuition will not go up as long as you stay continuously enrolled.

### **Your Master of Education (M.Ed.) degree at work**

This online athletic administration degree prepares you to take your place in the management of an athletics/activities program in a middle school, high school or university. You'll have the skills and official requirements to manage the recruiting of athletes and staff, manage facilities, direct public relations and marketing of the program, and perform other duties.

### **Requirements/Curriculum**

You will earn the degree by completing 11 three-credit courses online plus 110 hours of field experience in the form of a student internship. You will also create a professional portfolio and a comprehensive athletics/activities administrator manual.

*Courses you may take*

1. Under the path to NIAAA certification:
  - a. The National Interscholastic Athletic Administrators Association
  - b. Intercollegiate is listed
2. Under Requirements/Curriculum:
  - a. Should be 90 hours
  - b. 110 is listed
- 3.

to prepare the student for national certification as an athletic/activities administrator on the secondary and/or intercollegiate levels.

**Core Credits:** 36.00

Course #	Course Title	Hours
<a href="#">EDU 503</a>	Sports Law	3.00
<a href="#">EDU 508</a>	Practical Aspects of Athletic/Activities Administration	3.00
<a href="#">EDU 509</a>	Athletic Admin Field Experiences	3.00
<a href="#">EDU 521</a>	Introduction to Interscholastic/Intercollegiate Athletics/Activities Administration	3.00
<a href="#">EDU 523</a>	Supervision of the Athletics/Activities Program	3.00
<a href="#">EDU 524</a>	Current Issues/Common Challenges in Athletics/Activities Administration	3.00
<a href="#">EDU 525</a>	Foundations of Educational Administration	3.00
<a href="#">EDU 526</a>	Athletics/Activities Administration: Developing Character & Citizenship	3.00
<a href="#">EDU 527</a>	Athletics/Activities Program Promotion	3.00
<a href="#">EDU 528</a>	Financing the Athletics/Activities Program	3.00

### Required Electives

Elective	Hours
<a href="#">Software Applications Elective - 3 Credits</a>	3.00

1. Core credits is 33
  - a. We have 36 listed

## Elective Details

### Software Applications Elective - 3 Credits

You may take any of the following courses to fulfill the requirements for Software Applications Elective - 3 Credits

**Minimum Required Hours: 3.00**

Course #	Course Title	Credit Hours
<a href="#">EDU 522</a>	Software Applications for the Athletics/Activities Program Environment	3.00
<a href="#">EDU 544</a>	Software Applications in the Athletic/Activities Environment	3.00

1. Elective Credits
  - a. We only offer 544
  - b. No longer 522 (for this program anyway)