

## 2007 MASTER PLAN/PROGRESS REPORT

**Academic Program:** BS Business Education, Secondary Education, Grades 6-12

**Person Responsible:** Theresa Wilfert

**Date Submitted:** May 31, 2007

**Mission:** The purpose of the Secondary Education program is to provide a curriculum leading to the Bachelor of Science in Teaching Secondary degree and meet the needs of candidates preparing to become professional teachers in the multicultural community of Southwest Louisiana and the global community. This program provides candidates with the necessary competencies to be certified to teach grades 6-12 based upon unit and state requirements for specific content areas. The Secondary Education Program enhances the teaching profession through a focus on: critical thinking, communication, reflection, collaboration, diversity, professionalism, and service to the community.

The purpose of the B. S. in Business Education is to prepared teacher education candidates for successful entry into business education as middle or high school teachers or for entry into the office workforce as tech support and/or training specialists by providing opportunities for developing critical thinking (SL01), communicating effectively through oral, writte, and technologiucal communicatiuon skills (SL02), and by encouraging sound decision making in the education environment and in the Grades 6-12 classroom setting (SL03).

**Institutional Mission Reference:** At McNeese State University, a member of the University of Louisiana System, students cultivate skills for critical thinking (SL01), effective expression (SL02), and gain an understanding of the global community (SL03). The purpose of the Secondary Education Program reflects the department's focus as it relates to fulfilling state, professional, and national standards. The program purpose is consistent with the university's purpose/mission to "stimulate students to maximum intellectual growth and love of learning, to cultivate the skills necessary for critical thinking and effective expression, to foster understanding of the multicultural world community, and to develop a sense of ethical responsibility."

### Assessment Methods Utilized:

- Standardized Exam (nationally normed)
- Standardized Exam (state-normed)
- Major Field Examination
- Internally-developed Examination
- Student Opinion Survey (SOS)
- National Survey of Student Engagement (NSSE)
- Employer Survey
- Graduate Survey
- Alumni Survey
- Exit Survey/Interview/Exam
- Program-specific Survey
- Scoring of Essay
- Portfolio Evaluation
- Capstone Project
- Presentation
- Research Paper

### Data Repository Location:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Faculty/Staff Office File

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

- Research Project
- Course Summary
- Excel Spreadsheet
- Access Database

Other - Please describe:

Course Embedded Assessment – Comprehensive Unit Plan  
LATAAP

---

---

---

---

**Student Learning Outcome 1:** Graduates apply critical thinking in academic and professional environments.

<u>Expected Level of Achievement</u>	<u>Actual Data From Assessment</u>	<u>Actions/Decisions</u>
<p>I. 3.5 mean score on indicators of Final Field Experience Evaluation III (FFEE) that measure this outcome, for all candidates completing this program. INDICATORS - III.A.2. Sequences lesson to promote learning, III.B.3. Relates relevant examples, unexpected situations, or current events to the content, III.C.3. Stimulates and encourages higher order thinking at the appropriate developmental levels. IV.A.6. Uses creative and critical thinking skills.</p> <p>II. Praxis II – 100% passing rate on the Praxis II, Content Knowledge (test #0100) for all candidates completing this program. Seventy-five percent of graduates pass the Praxis II, Content Knowledge (test #0100), on the first try.</p> <p>III. Principles of Learning and Teaching - 100% passing rate on the PLT for all candidates completing this program. Seventy-five percent of graduates pass the PLT on the first try.</p> <p>IV. 95% mean ratio on indicators of LATAAP that measure this outcome. INDICATORS - III.A.2. Sequences lesson to promote learning, III.B.3. Relates relevant examples, unexpected situations, or current events to the content, III.C.3. Stimulates and encourages higher order thinking at the appropriate developmental levels. IV.B.1. Identifies areas of instruction that need strengthening and develops with mentor and/or principal a plan for improvement and works to complete the plan</p>	<p>I. The mean score of the FFEE indicators aligned with this outcome for candidates completing this program in the 2006/2007 academic year is 4.56. Business Education students far surpass the 3.5 expected mean score indicating strong achievement in lesson planning, higher order thinking, and creative/critical thinking skills.</p> <p>II. 100% pass rate for program completers was achieved. 100% of the 2006/2007 graduates passed the exam on the first try.</p> <p>III. 100% pass rate for program completers was achieved. 33% of the 2006/2007 graduates passed the exam on the first try.</p> <p>IV. Current data do not include graduates from the new Secondary Education Programs and therefore are not applicable.</p>	<p>I. Content related indicators will be added to FFEEIII for Fall 2007. FFEEII will be implemented in Fall 2007 to facilitate pretest/posttest effect, comparing graduates at end of program to candidates in lower level courses. Data will be available in Spring 2008.</p> <p>II. Subscores indicating performance in specific areas for Praxis II exam will be requested for all content areas.</p> <p>III. Subscores indicating performance in specific areas for PLT exam will be requested for all content areas.</p> <p>IV. LATAAP data will be noted when they include graduates from this program. It should be noted that the usefulness of these data would be increased if they could be broken down by individual programs.</p>

<p>V. The following indicators on the Graduate Satisfaction Survey (STPAS) measure this outcome, for all candidates completing this program. <u>INDICATORS - Instruction</u> – 5. Consistently stimulate and encourage higher order thinking at the appropriate developmental levels. 8. Change or adjust a lesson to respond to my students’ outcomes. 19. Relate examples, real-life situations, or current events to the content being taught. <u>Management</u> – 26. Create a routine and manage transitions in a way that maximizes the time available for learning.</p> <p>VI. The indicators listed below from the Senior Exit Survey (SES) measure this outcome. Target mean scores for all candidates completing this program are 3.55 (on the 4 point scale used in Fall 2006) and 4.25 (on the 5 point scale used in Spring 2007). <u>INDICATORS - Planning</u> – Understanding developmental characteristics of students as guide for planning. <u>Instruction</u> – Stimulate higher-order thinking.</p> <p>VII. 70% of the students in OSBC 307 will be able to analyze, synthesize and report data using database commands in MS Excel with a mean of 70% as measured on the third production test.</p> <p>VIII. 70% of the students in OSBC 102 will be able to demonstrate critical thinking skills applying MS Word to a variety of business documents with a mean of 70% as measured on the final production test.</p>	<p>V. Data were not collected for current academic year due to residual effects of Hurricane Rita.</p> <p>VI. The mean score of the SES indicators aligned with this outcome for candidates completing this program in Fall 2006 is 3.60. The mean score of the SES indicators aligned with this outcome for candidates completing this program in Spring 2007 is 4.85. Business education candidates achieved higher scores than the college mean and surpassed the target mean each semester indicating strong teacher preparation in planning and instruction.</p> <p>VII. 77 percent of the students successfully met this level of assessment on the database production test with a mean score of 79%.</p> <p>VIII. 90 percent of the students successfully met this level of assessment on the final production test with a mean score of 83.</p>	<p>V. A target mean score will be established upon collection of new data.</p> <p>VI. The Likert scale used for this assessment was modified from a 4 point to a 5 point scale in Spring 2007 in order to ensure consistency across assessment instruments.</p> <p>VII. Use of third production test in OSBC 307 will continue as an indicator of analyzing, synthesizing, and reporting data using database commands in MS Excel.</p> <p>VIII. Use of the final production test in OSBC 102 will continue as an indicator of demonstrating critical thinking skills applying MS Word to a variety of business documents.</p>	
--	--	---	--

**Student Learning Outcome 2:** Graduates formulate and express ideas effectively through oral, written, and/or technological communications in academic and professional environments.

<u>Expected Level of Achievement</u>	<u>Actual Data From Assessment</u>	<u>Actions/Decisions</u>
<p>I. 3.5 mean score on indicators of Final Field Experience Evaluation III (FFEE) that measure this outcome, for all candidates completing this program. INDICATORS - III.A.5. Integrates technology into instruction, III.C.2. Communicate effectively with students, IV.B.1. Uses effective and correct oral and written English.</p> <p>II. Praxis II – 100% passing rate on the Praxis II, Content Knowledge (test #0100) for all candidates completing this program. Seventy-five percent of graduates pass the Praxis II, Content Knowledge (test #0100) on the first try.</p> <p>III. Principles of Learning and Teaching - 100% passing rate on the PLT for all candidates completing this program. Seventy-five percent of graduates pass the PLT on the first try.</p> <p>IV. 95% mean ratio on indicators of LATAAP that measure this outcome. INDICATORS - III.A.5. Integrates technology into instruction, III.C.2. Communicate effectively with students, V.B.1. Provides clear and timely information to parents/caregivers and colleagues regarding classroom expectations, student progress, and ways they can assist learning.</p> <p>V. 3.35 mean score on indicators of Graduate Satisfaction Survey (STPAS) that measure this outcome, for all candidates completing this program. INDICATORS - <u>Instruction</u> 13. Integrate technology into my lessons. 21. Communicate effectively with students. <u>Management</u> 28. Clearly communicate my expectations for appropriate behavior to my students. 32. Provide</p>	<p>I. The mean score of the FFEE indicators aligned with this outcome for candidates completing this program in the 2006/2007 academic year is 4.83. Business education candidates far surpassed the college mean of 3.5 and therefore indicate strong preparation in the use of technology and the ability to communicate effectively with students using correct oral and written English.</p> <p>II. 100% pass rate for program completers was achieved. 100% of the 2006/2007 graduates passed the exam on the first try.</p> <p>III. 100% pass rate for program completers was achieved. 33% of the 2006/2007 graduates passed the exam on the first try.</p> <p>IV. Current data do not include graduates from the new Secondary Education Programs and therefore are not applicable.</p> <p>V. Data were not collected for current academic year due to residual effects of Hurricane Rita.</p>	<p>I. FFEEII will be implemented in Fall 2007 to facilitate pretest/posttest effect, comparing graduates at end of program to candidates in lower level courses. Data will be available in Spring 2008.</p> <p>II. Subscores indicating performance in specific areas for Praxis II exam will be requested for all content areas.</p> <p>III. Subscores indicating performance in specific areas for PLT exam will be requested for all content areas.</p> <p>IV. LATAAP data will be noted when they include graduates from this program. It should be noted that the usefulness of these data would be increased if they could be broken down by individual programs.</p> <p>V. A target mean score will be established upon collection of new data.</p>

<p>clear and timely information to parents/caregivers regarding classroom expectations, student progress, and ways they can assist learning.</p> <p>VI. The indicators listed below from the Senior Exit Survey (SES) measure this outcome. Target mean scores for all candidates completing this program are 3.55 (on the 4 point scale used in Fall 2006) and 4.25 (on the 5 point scale used in Spring 2007). <u>INDICATORS - Instruction</u> – Understand and convey knowledge of subject matter. <u>Instruction</u> – Use technology to enhance learning.</p> <p>VII. 70% of the students in OSBC 307 will be able to communicate data effectively through spreadsheet and charts applying MS Excel commands and functions with a mean of 70% as measured on the second production test.</p> <p>VIII. 70% of the students in OSBC 102 will be able to demonstrate keyboarding skills at a minimum rate of 40 wpm at the computer keyboard as measured on the student's average of the highest three timed writings.</p>	<p>VI. The mean score of the SES indicators aligned with this outcome for candidates completing this program in Fall 2006 is 3.60. The mean score of the SES indicators aligned with this outcome for candidates completing this program in Spring 2007 is 5.0. Business education candidates achieved higher means than the college means indicating strong teacher preparation in understanding and conveying knowledge of subject matter and the ability to use technology to enhance learning.</p> <p>VII. 81 percent of the students successfully met this level of assessment by demonstrating successful communication of data using spreadsheets and charts in MS Excel with a mean score of 77%.</p> <p>VIII. 76 percent of the students successfully met this level of assessment on the average of the highest three timed writings with a mean score of 48 words per minute.</p>	<p>VI. The Likert scale used for this assessment was modified from a 4 point to a 5 point scale in Spring 2007 in order to ensure consistency across assessment instruments.</p> <p>VII. Use of the second production test in OSBC 307 will continue as an indicator of technological communications analyzing, synthesizing, and reporting data using MS Excel.</p> <p>VIII. Use of the timed writings in OSBC 102 will continue as an indicator of technological communication using MS Word.</p>	
--	--	---	--



**Student Learning Outcome 3:** Graduates analyze the global community to make sound judgments in academic and professional environments.

<u>Expected Level of Achievement</u>	<u>Actual Data From Assessment</u>	<u>Actions/Decisions</u>
<p>I. 3.5 mean score on indicators of Final Field Experience Evaluation III (FFEE) that measure this outcome, for all candidates completing this program. INDICATORS - I.A.3. Identifies and plans for individual differences, III.C.1. Accommodates individual differences, IV.B.4. Conveys sensitivity to community and cultural norms.</p> <p>II. Praxis II – 100% passing rate on the Praxis II, Content Knowledge (test #0100) for all candidates completing this program. Seventy-five percent of graduates pass the Praxis II, Content Knowledge (test #0100)</p> <p>III. Principles of Learning and Teaching - 100% passing rate on the PLT for all candidates completing this program. Seventy-five percent of graduates pass the PLT on the first try.</p> <p>IV. 95% mean ratio on indicators of LATAAP that measure this outcome. INDICATORS - I.A.3. Identifies and plans for individual differences, III.C.1. Accommodates individual differences, V.B.3. Seeks community involvement in instructional program.</p> <p>V. 3.35 mean score on indicators of the Graduate Satisfaction Survey (STPAS) that measure this outcome, for all candidates completing this program. INDICATORS - <u>Planning</u> 3. Successfully identify individual student differences in the context of a whole class. 4. Implement accommodations for individual student differences. <u>Instruction</u> 11. Successfully plan for individual student differences in the context of the whole class.</p>	<p>I. The mean score of the FFEE indicators aligned with this outcome for candidates completing this program in the 2006/2007 academic year is 4.66. Business education candidates far surpassed the college mean score, therefore indicating the ability to plan and accommodate for individual differences and to convey sensitivity to community and cultural norms.</p> <p>II. 100% pass rate for program completers was achieved. 33% of the 2006/2007 graduates passed the exam on the first try.</p> <p>III. 100% pass rate for program completers was achieved. 33% of the 2006/2007 graduates passed the exam on the first try.</p> <p>IV. Current data do not include graduates from the new Secondary Education Programs and therefore are not applicable.</p> <p>V. Data were not collected for current academic year due to residual effects of Hurricane Rita.</p>	<p>I. FFEEII will be implemented in Fall 2007 to facilitate pretest/posttest effect, comparing graduates at end of program to candidates in lower level courses. Data will be available in Spring 2008.</p> <p>II. Subscores indicating performance in specific areas for Praxis II exam will be requested for all content areas.</p> <p>III. Subscores indicating performance in specific areas for PLT exam will be requested for all content areas.</p> <p>IV. LATAAP data will be noted when they include graduates from this program. It should be noted that the usefulness of these data would be increased if they could be broken down by individual programs.</p> <p>V. A target mean score will be established upon collection of new data.</p>

<p>VI. The indicators listed below from the Senior Exit Survey (SES) measure this outcome. Target mean scores for all candidates completing this program are 3.55 (on the 4 point scale used in Fall 2006) and 4.25 (on the 5 point scale used in Spring 2007). <u>INDICATORS - Planning</u>- Plan for individual differences, including cultural diversity and children with exceptionalities. <u>Instruction</u> – Employ a variety of teaching strategies.</p>	<p>VI. The mean score of the SES indicators aligned with this outcome for candidates completing this program in Fall 2006 is 3.80. The mean score of the SES indicators aligned with this outcome for candidates completing this program in Spring 2007 is 5.0. Business education candidates indicate strong planning and application of instructional strategies for accommodating students with individual differences.</p>	<p>VI. The Likert scale used for this assessment was modified from a 4 point to a 5 point scale in Spring 2007 in order to ensure consistency across assessment instruments.</p>	
---	--	--	--

