



OKLAHOMA STATE REPORT 2018
Academic Year 2016-2017
(Southwestern Oklahoma State University)

Please submit CAEP 2018 EPP Annual Report with this document. (Due April 30, 2018)

- **Foreign Language Requirement:** Include a self-evaluation of the assessment process and candidates' abilities to meet the foreign language competency. At the present time, does the unit have adequate methods for assessing competency in various languages requested by candidates?

The unit has a method for assessing competency in various languages requested by the candidates. All candidates completing an education degree or certification program in Oklahoma must demonstrate novice foreign language proficiency. Multiple languages, including American Sign Language, Italian, Latin, and Spanish, are available to our candidates on campus and off campus through distance learning. Foreign language proficiency options at SWOSU are: 1054 Elementary Spanish I, 1054 Elementary Latin I, 1004 Elementary Italian I, and American Sign Language OR two full years in high school of the same language OR other university approved foreign language with a "C" or better in the course taken. The foreign language requirement has not been a barrier for our teacher candidates. Arrangements can also be made for our candidates to take a proficiency test if desired.

During the 2016-2017 academic year, 1 candidate took the College Level Examination Program (CLEP) for Spanish and was granted a waiver of the foreign language requirement due to their proficient score. The majority of our candidates meet the requirement by having two credits for foreign language documented on their high school transcript.

- **Graduate Students:** Include the number of graduate students admitted conditionally and their success rates.

During the 2016-2017 academic year, 128 candidates were awarded graduate degrees in Education. There were no students who were admitted conditionally during the 2016-17 academic year. Success rates of these students is difficult to determine since these students can take two or three years to complete the program, especially if they applied for financial aid.

- **Supply and Demand:** Describe the efforts made to address supply and demand issues.

Most education majors enroll in Foundations of Education as sophomores after thirty credit hours. In this introductory course, students are encouraged to apply for scholarships and grants, such as the Oklahoma Teacher Shortage Employment Incentive Program, Stafford Loan Forgiveness for Teachers, Teacher Education Assistance for College and Higher

Education (TEACH) Grant Program, and the Oklahoma Future Teacher Scholarship Program. Local scholarships are also available to our Education majors. Teacher supply and demand issues as well as teacher shortage areas in Oklahoma are discussed in Foundations of Education.

The unit continues to partner with Clinton High School's teacher cadet program and Western Technology Center – Burns Flat (WOTC)'s teacher education program. Two Department of Education (DOE) faculty members are on WOTC's teacher education program advisory board. These two venues continue to add to the unit's promotion and enhancement of educational programs.

The unit's faculty members and university supervisors continue to build positive relationships with public school partners each semester for field experiences and teacher candidacy placements. SWOSU DOE faculty members connect with future teacher candidates at each cooperating school and urge teacher candidates to encourage cooperating teachers to take advantage of SWOSU's 50% tuition waiver. Cooperating teachers can also transfer the waiver to another faculty or staff member in their district.

Our Field Experience Coordinator and faculty members partake in many local community happenings, campus activities, other surrounding communities' events, and state/national conferences and organizations to recruit potential candidates. Faculty members serve on numerous committees on campus, such as the Admission and Retention and Co-Requisite Planning committees, and two faculty members serve on the SWOSU Faculty Senate. Recruitment examples include, but not limited to, freshman enrollment activities, sponsoring student organizational events for Rho Epsilon Alpha Delta (READ), Student Oklahoma Education Association (SOEA), Kappa Delta Pi (KDP), and Student Council for Exceptional Children (SCEC), Parents Day, and Homecoming activities. Several faculty members have also developed class field experiences which are service learning projects that provide community service. For example, teacher candidates in the Exceptional Children class volunteer for Special Olympics and candidates in the Elementary Language Arts class conduct an Earth Week project at Southwest Elementary in Clinton. The unit's faculty members have also demonstrated outreach to our public school partners through tutoring and mentoring services to public school students, providing in-service training for teachers, serving as Early Bird Readers (reading to Burcham Elementary students), serving as volunteer substitute teachers, and conducting science fairs at East Elementary in Weatherford and Nance Elementary in Clinton.

Last year, Southwestern Oklahoma State University's Student Council for Exceptional Children and Kappa Delta Pi hosted a Glow Prom for students who qualify for Special Olympics. This prom is designed to provide support and create community awareness for students aged 7th - 12th grades, adults, coaches, and paraprofessionals who participate in Special Olympics. It is the unit's and the student organization's hope that these athletes and their support groups enjoy a night of fun and entertainment where the spotlight is upon the children. SCEC and KDP work together to raise funds, along with SWOSU Student Fees garnered through the allocation process, are able to fund the events for the night for all guests. Each attendee receives a free shirt, a meal, bingo, dancing, and pictures. The

Glow Prom was also held this Spring and will continue to be an annual event. Other campus and community members who help make this night special are the SWOSU Women's Volleyball Team, Weatherford Fire Department Clowns, Oklahoma State Troopers, Miss Southwestern, SWOSU Mascot Duke the Bulldog, SWOSU Art Club, SWOSU Newspaper Staff, and SWOSU Wildland Fire Club. This event also supports SWOSU Food Services and College Activities Board, who provided food and t-shirts.

- **Program Changes:** List any program changes that have occurred in the unit as a result of data analysis.

Currently, the unit is using multiple measures, such as course evaluations, program and unit surveys, teacher disposition rubrics and other evaluation tools, to analyze and assess our programs and courses for student satisfaction and achievement as well as student retention. Changes in leadership at the department level and within the accreditation office have prompted new thinking and new analysis of existing practices and measures. The unit is undergoing an adjustment of our teacher candidate disposition rubric, evaluation tools, the addition of state exam prep/advisory sessions for students, ECED program analysis to identify where, how, and to what level NAYEC standards are being addressed as well as implementing Chalk and Wire, the new E-portfolio and data management service. We had anticipated a Fall 2017 launch of this service. However, with faculty training, organizational needs assessment, an initial conversion from paper-based data gathering and other reasons beyond the unit's control, it will occur this upcoming Fall. This assessment system will aid in accurately tracking information on applicant qualifications, candidate experiences, graduates, and overall unit and program quality on a consistent basis. The unit acknowledges the importance of continuous improvement and is seeking measures that will ensure course and program alignment with SPA (Specialized Professional Association) and CAEP standards.

- **Clinical Partnerships:** List any professional education courses that are held in the P-12 school setting?

The unit continues to recruit and train public school administrators and teachers to serve as mentors to our teacher candidates during their field experiences or clinical practice. These professional educators contribute their expertise through participation on advisory committees, candidate admission interviews, guest speakers in various courses, and by providing feedback on revisions to the conceptual framework as well as implementation of the Co-Teaching Model and other partnerships.

This semester, there are 60 student teachers with approximately 90 P-12 cooperating teachers from 59 different schools in Oklahoma and Texas, with half of the placements using the Co-Teaching Model. Additionally, there were more than 300 field experience requests made from teacher candidates with placements in over 40 school districts. In the fall semester of 2017, the Field Experience Coordinator reported 47 student teachers to work with approximately 56 cooperating teachers from 46 different schools in Oklahoma, Kansas, and Texas, and 161 teacher candidates completing their field experiences in 49 school districts. During the spring semester of 2017, the Coordinator reported 58 teacher

candidates to work with approximately 71 cooperating teachers from 53 different schools in Oklahoma and Texas and 187 teacher candidates completing their field experiences in 44 different schools.

Unit faculty members continue to provide professional development to surrounding school districts, participate in various events with P-12 schools, and seek out field experiences and field trips in a variety of classroom settings in Weatherford, Clinton, Mustang, Yukon, and Oklahoma City schools. The unit continues to collaborate with P-12 teachers and administrators by sponsoring professional development to area and regional schools.

Our Field Experience Coordinator and Ag in the Classroom continue to unite and create STAMPEDE to provide a wealth of experiential learning for Weatherford West Elementary School fourth graders, 4th grade teachers, and SWOSU teacher candidates. A core team of "Ag Allies" provide experiential booths for 4th graders to "Stampede" for higher and deeper levels of learning. The sessions allow for twelve 20 minute sessions with 3-minute transitions. Each 4th grade teacher rotates with his or her students. There is also one 30 to 40-minute whole-group session before lunch which features a special presentation by a keynote speaker.

Faculty in the Educational Administration Master's Degree Program continue to collaborate with administrators and teachers in P-12 schools. Many program graduates serve as administrators in school districts throughout Oklahoma. These administrators regularly communicate with program faculty who provide ongoing technical assistance and support, professional development, and consultative services. Faculty are members of the Cooperative Council of Oklahoma School Administrators (CCOSA) and regularly participate in networking and professional development opportunities provided by this statewide organization. Faculty also attend and provide consultative assistance to the Southwest Area Superintendents group in monthly meetings.

The unit collaborated with Weatherford Public Schools (WPS) for the 2016-2017 school year by sponsoring and hosting a district-wide professional development through available grant funds for teacher development. The WPS professional development committee chose Dan St. Romain as the guest speaker to provide session topics regarding critical social skills children need to be successful in the school system and developmentally appropriate ways to teach them through songs and simple activities in October 2017. Costs associated with this event were managed through SWOSU resources. SWOSU DOE will continue to offer facilities to allow WPS to share this opportunity out to other area schools.

- **Student Teaching:** Describe your student teaching model.

Placement of teacher candidates for student teaching is a collaborative process. The Coordinator of Field Experiences is responsible for the placement of our candidates. On the application for admission to student teaching, candidates list three choices for placement in order of preference. The Coordinator attempts to honor these requests but is not bound to do so. The Coordinator evaluates the candidate's previous field experience in

making the placement for student teaching. If the Coordinator determines that the candidate's previous field experience lacks diversity, another assignment can be made. A public school administrator makes the cooperating teacher assignment upon request from the Coordinator of Field Experiences. Administrators are asked not to accept a student teacher unless he/she can be placed with a highly qualified teacher with at least three years of experience in the same content area. The Coordinator offers training sessions each semester for cooperating teachers, especially those who accept student teachers for the first time. This training involves a thorough review of the policies and procedures found in the Cooperating Teacher Handbook. A copy of the handbook is provided to all cooperating teachers. The University supervisor is asked to review the handbook with those cooperating teachers unable to attend the training.

During the twelve-week student teaching experience, the candidate is supervised by a SWOSU faculty member and the cooperating teacher. The University supervisors are selected according to their area of certification and background in education. Before reporting for student teaching, the candidate must complete a four-week block consisting of classes in Contemporary Issues of Education, Classroom Management and Multi-Cultural/Special Populations. Assignments in these classes are correlated with the Teacher Work Sample that is required for all candidates during student teaching. Candidates are encouraged to make contact with their cooperating teacher early in the semester. Candidates are required to observe every Wednesday in the classroom during their block classes. The information obtained during these observations is used by the candidate to write a cooperating school observation report and classroom management plan. These are both required components for the Teacher Work Sample.

Candidates have the option of requesting a split placement during student teaching. This involves two six-week placements with two teachers in different grade levels or content areas. This allows the candidate to experience a greater variety of students' developmental stages, various classroom management styles, and teachers' instructional strategies. It also provides the candidates with an opportunity to determine the grade level and subject area in which they feel most comfortable.

The University supervisor schedules a visit with the cooperating teacher early in the semester to establish rapport, discuss the student teaching evaluation process, and the culminating performance assessment. During subsequent visits, the supervisor and cooperating teacher discuss the candidate's progress and any concerns either may have regarding the candidate's performance. They are expected to work collaboratively on a course of action to remediate any deficiencies the candidate may demonstrate.

The clinical practice experience provided to our students is truly a collaborative effort involving the candidates, Coordinator of Field Experiences, cooperating teachers, university faculty and school administrators. Teacher candidates participate in all aspects of the teaching experience including, but not limited to, instructional planning and delivery, student assessment, before and after school activities, extracurricular activities, and parent/community events. Candidates receive formative evaluation feedback from both the cooperating teacher and the university supervisor and are required to complete self-

evaluations. All formative and summative assessments are based on the Oklahoma General Competencies for Teacher Licensing and Certification, as well as SPA standards. Candidates design, implement, and assess a Teacher Work Sample as the culminating performance assessment during the student teaching experience.

- **Faculty Professional Development:** Summarize the professional development that focused on unit faculty members' ability to model effective teaching styles such as inquiry, group discussion, and collaborative learning.

Several unit faculty members attended the 2017 OACTE/OEQA Fall Conference in Tulsa, OK. This conference provided opportunities for faculty members, accreditation coordinators, and department chairs to understand how to meet SPA and CAEP standards. The conference also included upcoming transitions and other important information for preservice teacher education programs, such as the PPAT (Praxis Performance Assessment for Teachers). In addition, faculty members have attended a variety of national and state conferences within the last year, including OSHRE Reading Conference, Common Education House Committee Meeting on Dyslexia Interim Study, Women in Science Conference, Texas Computer Educators Association Conference, NACADA Conference- Advising Training, Technology and Social Science Convention, Complete College America – Oklahoma State Academy: *Co-Requisite at Scale*, and CAEPCon. All of these conferences provided faculty members with new ideas, strategic tools, and resources for the classroom as well as continuous improvement efforts.

- **Arts & Sciences Faculty:** How have arts & sciences faculty been included in the education of pre-service teachers? Please describe any significant collaboration which has occurred between the arts & sciences faculty and education faculty.

The unit collaborates with the Arts and Science departments on campus to ensure candidates receive instruction from faculty with public school teaching experience in their methods courses. The Department Chair also communicates with the instructors who teach ART 4452 CMM Art for Elementary Teachers and SECED 4893 Teachers Course in Science for Secondary Natural Science to ensure that the Oklahoma General Competencies are being addressed in the curriculum. The unit collaborates with faculty from the Arts and Science departments to collect and analyze data for program reports. Additionally, the unit works with the Arts and Sciences departments during continuous improvements efforts throughout the year.

The Field Experience Coordinator also provides an orientation seminar for university supervisors from Arts and Sciences and Education faculty of teacher candidates. The Field Experience Coordinator explains the role of the university supervisor and shares important data on student teaching numbers, employment data from prior graduating classes, and other pertinent information, such as assessment schedules and procedures of teacher candidacy.

- **Public School Direct Contact:** All full-time teacher education faculty members directly involved in the teacher education process, including all administrators of teacher education

programs, are required to serve in a state accredited public school for at least ten (10) clock hours per school year in direct contact with meaningful and relevant responsibilities related to their respective teacher education fields.

Report the number of hours each faculty member spent in meaningful contact with P-12 students. **Please provide a table reporting the number of hours of meaningful contact with P-12 students of all full-time teacher education faculty members.**

All full-time Education faculty have reported meeting their requirements for 15 hours of professional development and 10 hours of public school service during the past academic year. However, faculty members usually have more hours of professional development and public school service than required. Southwestern Oklahoma State University ensures that all faculty who supervise teacher candidates document a minimum of 10 clock hours in P-12 schools in direct contact with students with a yearly submission of the Faculty Professional Development form from each faculty member to the Department Chair by July 31.

Public School Direct Contact Hours for Academic Year 2016-2017

Faculty Name	Contact Hours with P-12 Students
Veronica Aguiñaga	20 hours
Bruce Belanger	36.5 hours
Allen Boyd	24 hours
Sherri Brogdon	60 hours
Tracy Henry	75 hours
Ed Klein	15 hours
Evette Meliza	41 hours
Andy North	15 hours
Dana Oliver	27 hours
Ann Russell	20 hours

- **Technology Resources:** State the amount spent during reporting year and how these resources were used to support instructional technology.

The unit is housed in the Hibler Education Center, which also houses the Center for Excellence in Teaching and Learning. The sharing of this facility continues to prove advantageous to our unit since the classrooms are equipped with a computer for the instructor, a video projector, and a document camera. Three of the classrooms are also

equipped with SMART Boards. Several digital cameras and iPads are still available for check out by teacher candidates or faculty. A computer lab is located on the 2nd floor of the building with 30 workstations. The Hibler Education Center is equipped with wireless Internet and all faculty have desktop and/or laptop computers that are upgraded every 5 years. No new equipment was purchased last year. The amount of IT expenses allocated to the Department of Education for the 2016-2017 fiscal year is \$77,702 (SRA 6 report).

- **Alternative Placement Program:** State the procedures in place for advising alternative placement candidates and indicate the number of alternative candidates advised for the school year.

All inquiries regarding alternative certification are directed to the Certification Officer who explains the program in person or by phone. The Certification Officer then sends a confirming email with links to the Oklahoma Department of Education application for alternative placement and the Certification Exams for Oklahoma Educators websites. A log sheet is kept listing the name and contact information for those who inquire about alternative certification by the Certification Officer. These prospective students are also informed about the two semester sequence of courses at SWOSU that allow applicants to complete their 18 hours of professional education and enroll in a one semester supervised student teaching experience. For academic year 2016-2017, there were no undergraduate alternative placement candidates who were advised.

- **Input from Stakeholders:** State the procedure used to inform the public regarding the institution's teacher education program and the manner through which public input is solicited and received.

The Department of Education collaborates with P-12 administrators and teachers every semester and makes a concerted effort to maintain and extend partnerships to further develop and enhance our teacher education program. Each semester, P-12 administrators and faculty participate in the interview process for admission into the teacher education program. These educators are paired with Education faculty and score candidates on their responses to a list of specific interview questions. Approximately 10-15 public school administrators and teachers participate in the interview process every semester.

The teacher candidate disposition rubric was designed with input from these stakeholders to improve the process of collecting data on specific criterion which address key components in professional growth and demeanor. Teacher candidates enrolled in Foundations of Education course must complete 30 hours of classroom observations. P-12 partners who accept teacher candidates for observations are asked to complete the disposition rubric on their last visit, which is a component needed for their Level I portfolio. Cooperating teachers who supervise our teacher candidates during their candidacy are provided training each year by DOE faculty members. These cooperating teachers are asked to provide us with feedback on their teacher candidate's field experience. Survey results for academic year 2016-2017 demonstrate that over 95% of the respondents reported they were satisfied or very satisfied with the teacher education program and their teacher candidate. These educators also completed two formative

assessments and a summative evaluation of our teacher candidates at the end of each student teaching semester.

Moreover, the Coordinator of Field Experiences conducts training sessions each semester for cooperating teachers and solicits their feedback on improving the teacher candidacy experience. A cooperating teacher orientation seminar continues to be held each semester via face-to-face, synchronous webinar, and Interactive TV. The goal is to acquaint cooperating teachers with the 12-week schedule, assessment tools used to evaluate the teacher candidates, and their overall role and duties, including the relationship with the university supervisor. The Co-Teaching Model for mentoring teacher candidates has grown with the number of area school districts using the model.

This model requires that each cooperating teacher who serves as a mentor of a teacher candidate, along with their respective teacher candidate, complete two trainings which are critical to the model. The first 2-hour training, the Essentials training, involves the background, research, and data which supports the model, as well as the seven co-teaching and co-planning strategies. This is a required training for first-time cooperating teachers. School administrators are also encouraged to attend this training. The second required session, the Pairs Training, is a 2-hour session for the cooperating teacher and their respective teacher candidate during which they gain valuable communication, collaboration, and planning skills. Each cooperating teacher brings an actual unit of curriculum and the “pairs” are given time to co-plan, co-teach, and devise an idea of how they will incorporate the various strategies of the model into the unit. We believe the training opportunities for cooperating teachers not only address the Offsite Report concern of P-12 educator involvement in the assessment system, but also the concern of fairness and consistency. By training both the cooperating teacher and teacher candidate together, misunderstandings and miscommunication are minimized. Both teacher and candidate understand their expectations and the criteria on which the candidate will be evaluated. Two faculty members attended the Co-Teaching Workshop in Minneapolis last summer.

THE SECTION BELOW APPLIES ONLY TO THOSE INSTITUTIONS WHO WERE ASSESSED AN AREA FOR IMPROVEMENT ON THE STATE REQUIREMENTS AT THEIR LAST SITE VISIT

If you were assessed an Area for Improvement (AFI) at your last site visit on any of the following State Requirements please indicate what progress has been made toward correcting the AFI.

Per OEQA Rule 218:10-5-1: In its annual report the institution will be expected to address progress on the areas for improvement cited in the accreditation report. When the CEQA has determined that an education unit is not making progress toward the removal of the areas for improvements cited during their visit, the institution will be notified that the unit will be required to submit a plan and timeline for addressing the areas for improvement. If at the end of six (6) months the CEQA determines the education unit has not submitted sufficient data documenting adequate progress toward the removal of the areas for improvement, a state-level Focus Visit will be warranted within 18 months. After such Focus Visit the CEQA will have the option of granting continuing accreditation or revoking accreditation.

OKLAHOMA STATE REQUIREMENTS

- 1. Foreign Language Requirement**
- 2. Input from Stakeholders**
- 3. Content and Pedagogical Preparation**
- 4. Advisement**
- 5. Field Experiences (Student teaching minimums)**
- 6. Admission Requirements & Exit Requirements**
- 7. Faculty Professional Development**

Faculty members seek professional development on their own and collaborate with P-12 schools to provide professional development for partnering schools. As mentioned above, SWOSU DOE faculty members attend several conferences throughout the year. SWOSU DOE collaborated with WPS to host a professional development workshops for Oklahoma educators. SWOSU DOE plans on offering this service to professional development opportunities in the near future and upcoming years.

Faculty members are also required to submit documentation of at least 10 hours of service to P-12 students to the department chair annually by July 31. This documentation is included in our electronic exhibits. All faculty member fulfilled and surpassed this requirement.

- 8. Alternative Placement Program**
- 9. Faculty Workload**
- 10. Mentor Teachers**