

Candidate Dispositions

The Educator Disposition Assessment (EDA) is completed on all candidates several times during their program. To give students an understanding of the instrument, all students are asked to self-complete an at admission. At admission, an EDA is completed on all students as part of the admission process. Concerns about dispositions at this point would be indicated to the student but would not bar admission to the program. Concerns at admission are included as comments on the Signature Page and shared with the student prior to submission of the Signature Page to the Professional Education Programs Office.

The EDA is completed on candidates at least two additional points in the program; once prior to the capstone internship and once during the capstone internship. The EDA may be completed on a candidate at any point in which university or clinical faculty determine the need to indicate to the student concerns about their dispositions. If at any of these times, scheduled or unscheduled, the candidate is scored a 0 on any disposition, the Disposition Concern Process is initiated.

Disposition Concern Process

STEP 1: Initial Dispositions Concern

A university or clinical faculty member completes an EDA on a candidate with one or more dispositions indicated at the 0 level. The candidate and the individual completing the EDA will meet, draft a plan for improvement, both sign the plan, and the EDA and plan are filed with the Professional Education Programs (PEP) Office. The plan, Initial Dispositions Concern, (see attached template) will identify expectations for improvement, and an identified date for improvement. If the expectations are met, the faculty member and candidate will submit the Initial Dispositions Concern Resolution form (see attached template) to the PEP Office.

If the faculty member determines that there has not been expected improvement in the candidate's performance and dispositions, a second EDA is completed. This second EDA, with any scores at 0, initiates Step 2, Educator Review Committee process.

PEP office will determine if there has already been receipt of an Initial Dispositions Concern form for the same candidate in the same semester; if so, the receipt of a second (or more) forms will lead to Step 2, Educator Review Committee process, for the candidate.

STEP 2: Educator Review Committee – Dispositions Recommendations Meeting

The Educator Review Committee should meet within ten working days of identification of the need to move to Step 2.

The PEP office will alert a candidate's Program Coordinator of the need to call together an Educator Review Committee. The Committee is chaired by the PEP Director if the initial concern is identified by clinical faculty in clinical/field settings, or the Chair of the Program Department if the incident occurs as part of a course or program activity outside of field. If multiple EDAs are in consideration and any deal with clinical/field settings, the PEP Director will chair the Educator Review Committee.

The Educator Review Committee will be comprised of the Committee chair (see above), the Program Coordinator, the candidate's advisor, the faculty member(s) submitting the concern(s), the candidate, and an individual the candidate may choose as an advocate in the meeting.

The purpose of the committee is to make recommendations for immediate implementation. The committee will recommend specific candidate interventions intended to help the candidate achieve the expected targets and benchmarks. Intervention/remediation activities may include, but are not limited to, reduced course load, audit of same course, and guided study. Intervention/remediation always requires enrollment in a zero to three (0-3) credit hour course: Professional Development.

The committee will identify the expected targets and benchmarks for the candidate to meet to be deemed remediated. These should be objectively and clearly defined so that all parties recognize what behaviors are expected and how these improvements/remediations will be documented. The committee will quantify the required evidence.

The committee will set an expected date for the candidate to have demonstrated improved disposition(s). The date should be realistic given the intervention/remediation recommendations provided.

The interventions/remediation activities may require removal of the candidate from current and future professional education courses, program activities, and/or field experiences until all disposition expectations are met. Such removals at this point should be carefully considered and based upon multiple, documented concerns.

The above committee decisions will be documented via the Educator Review Committee Recommendations Form (see attached). This form will stand in lieu of committee minutes and will be filed with the PEP office along with all other case-related documentation. A copy of the form is provided to the candidate at the end of the meeting.

STEP 3: Educator Review Committee – Dispositions Evaluation Meeting

Within 5 working days of the date set for the candidate in Step 2, the candidate should provide the committee chair with the specified documentation. Within an additional 5 working days the Educator Review Committee should meet to review the documentation and determine if the candidate has met the expectations.

If the candidate has successfully remediated, full access back to the program will be granted and the candidate may continue in the program.

If the candidate has not successfully remediated, the Educator Review Committee has two options:

Allow a second attempt at remediation

Expel the student from the Teacher Education Program.

Minutes of the meeting are provided to the candidate and filed in the PEP Office with the other documentation.

STEP 4: Opportunity for Appeal

The Head of the EPP Unit is the final appeal for the Educator Review Process. The Head of the Unit may opt to not hear an appeal, or may hear the appeal and the maintain or vacate the decision of the Educator Review Committee.

Initial Dispositions Concern Form

Candidate Name:

ID#:

Candidate Program:

Initiating Faculty Name:

Date:

Initiating context: course _____ program activity _____ field placement _____

Attach a copy of the Educator Disposition Assessment which has initiated the Initial Dispositions Concern.

Statement of concerns of faculty member:

Candidate's response:

Remediation Goal(s) and Strategies:

Expectations for resolutions of Initial Dispositions Concerns:

Date for expected resolution:

Candidate signature: _____ Date:

Faculty signature: _____ Date:

Rcvd by PEP Office:

Initial Dispositions Concern Resolution Form

Candidate Name: _____ ID#: _____

Candidate Program: _____

Initiating Faculty Name: _____ Date: _____

Initiating context: course _____ program activity _____ field placement _____

Attach a copy of the Educator Disposition Assessment which has initiated the Initial Dispositions Concern.

Candidate evidence of completion of identified strategies (refer to Initial Dispositions Concern Form): (attach additional evidence as needed)

Faculty determination that expectations for resolution have been met (refer to Initial Dispositions Concern Form)

Initial Dispositions Concerns addressed and remediated: Yes _____ No _____

If yes, this form is filed with the original EDA and Initial Dispositions Concern form with the Professional Education Programs Office and the issue is resolved, as long as no additional concerns are registered with the Professional Education Programs Office.

If no, faculty completes another EDA; if any scores are 0, the concern moves to the Educator Review Committee – Dispositions Recommendations Meeting.

Candidate response:

Candidate signature: _____ Date: _____

Faculty signature: _____ Date: _____

Rcvd by PEP Office:

Educator Review Committee Recommendations Form

Date:

Candidate Name:

ID#:

Candidate Program:

Meeting Participants:

Concern:

Required Intervention/Remediation:

Required documentation for clearance::

Set date to provide documentation:

Recommended removal from professional education courses/program activities/field placements? YES _____ NO _____

Candidate signature:

Committee Chair Signature:

Rcvd PEP Office date:

Educator Review Committee Evaluation Form

Date:

Candidate Name:

ID#:

Candidate Program:

Meeting Participants:

Summary of completion of Intervention/Remediation (candidates provides summary to committee; committee may ask questions and ask for clarification):

Summary of Required documentation (provided by candidate; to be attached; committee may ask questions and ask for clarification):

Committee's determination if documentation meets set expectation

Yes _____

No _____

Comments:

Committee Decision:

Met expectations; Disposition Concern resolved _____

Allow a second attempt at remediation; accompanied by a second **Educator Review Committee Recommendations Form** _____

Expel the student from the Teacher Education Program _____

Candidate signature:

Committee Chair Signature:

Rcvd PEP Office: