ELECTRONIC EXHIBITS NEEDED FOR INSTITUTIONAL REPORT

Standard 3 (Field Experiences)

1. Memoranda of understanding contracts, and/or other documents that demonstrate partnerships with schools
   - Ed. Leadership memo of understanding
   - 302/305 plan/contract (I have given a description I had on file Michael.)

2. Criteria for the selection of school faculty (e.g., cooperating teachers, internship supervisor)
   - Ed. Leadership state guidelines
   - Ed. Leadership handbook
   - School Counseling guidelines (I have the handbook.)
   - Criteria for selection of cooperating teachers/school supervisors for field experience and practicum placements - undergraduate and graduate (Initial licensure, advanced programs, C & I)

3. Documentation of the preparation of school faculty for their roles (e.g., orientation and other meetings)
   - TCED 475/675 cooperating teacher packets
   - TCED 475/675 electronic communications
   - Packets, electronic communications, and documentation of training for other practicum and field experience courses

4. Descriptions of field experiences and clinical practice requirements in programs for initial and advanced teacher candidates and other school professionals
   We have some of this from course charts some of the faculty sent to me in 2008. I’ve given them to Michael, who will determine where we need more information. Also, info from #2 may have some of the information we need.

5. Guidelines for student teaching and internships
   If faculty submit the evidence for #2 above, we may have what we need.

6. Assessments and scoring rubrics/criteria used in field experiences and clinical practice for initial and advanced teacher candidates and other school professionals (These assessments may be included in program review documents or the exhibits for Standard 1. Cross reference as appropriate.)
   We need rubrics/criteria, including any Blackboard assessments, for field experiences (for notebooks, observations, lesson plans, reflections, etc.)

Standard 4 (Diversity)

1. Directions and rubrics for assignments that address any of the nine diversity standards (particularly sexual orientation and religious beliefs)
2. Samples of completed student assignments related to the diversity standards