

**University of Saint Francis  
2701 Spring St.  
Fort Wayne, IN 46808**

**Annual Institutional Questionnaire  
On Teacher Education**

**Academic Year: 2001 – 2002**

Respondent Name and Title: Maureen McCon  
Licensing Advisor and UAS Coordinator

Respondent Phone Number: 260-434-3249  
Fax Number: 260-434-7595

Electronic Mail Address: [mmccon@sf.edu](mailto:mmccon@sf.edu)

## **Section I. Annual Title II Report to the Indiana Professional Standards Board**

**Mission:** The University of Saint Francis exists to challenge and engage a diverse student body by facilitating learning, personal growth and professional development in an environment permeated by Franciscan Values. Founded in 1890 by the Sisters of Perpetual Adoration, the University is a comprehensive, Catholic, coeducational institution of higher education in the liberal arts tradition, offering undergraduate and graduate programs to students from a broad geographic region.

### *Commitments*

Committed to the mission of Catholic higher education and the Franciscan tradition we will:

1. Offer high quality, state-of-the-art academic programs, based on a core curriculum, which promote excellence in teaching and learning and foster in each student a lifelong interest in the pursuit of knowledge.
2. Provide a welcoming and secure campus community where student interests influence program and policy decisions.
3. Foster the formation, moral, and ethical values in a Christian learning atmosphere that allows students to recognize the unique dignity of each person, understand peace and justice issues and become responsible stewards of creation.
4. Facilitate the development of each student's talents and abilities by ensuring that professionally qualified faculty, rather than teaching assistants, teach all classes.
5. Encourage scholarship, critical thinking, and the development of interpersonal skills enabling students to live and learn in a complex, technological society.
6. Create an awareness of issues that affect the local and global community-enabling students to realize the value of diversity and the joy of serving others.
7. Provide an integrated academic and student life program that meets the changing needs of a diverse student body.
8. Deliver a comprehensive and affordable educational experience.

**Student Demographic Characteristics:** The total enrollment at the University of Saint Francis is 1,694, of which 1505 are undergraduates. Sixty-eight percent of the total enrollment are women and 8% are minority students. Another 22 % are of unknown ethnicity. Sixty-four percent are under age 25. The majority of the students are from Indiana, Michigan, Ohio, and Illinois, as well as from other states and foreign countries. Students represent many religious faiths, philosophies, and ethnic backgrounds.

Of the total undergraduate enrollment, 15% (227) are education majors. Graduate enrollment is 189 and 20% (37) are enrolled in education programs. The average SAT score for entering freshmen in 2001 was 972 and the average ACT score was 20.

**Type of Institution:** At the University of Saint Francis, students are required to fulfill all criteria at three points prior to state licensing.

1. *Admission to Teacher Education.* Candidates must have completed a minimum of 24 semester hours with an overall grade point average of 2.5, a professional GPA of 2.8, achieve a C or above in courses in the major, minor, and in professional education, complete Education 100, 201, and Special Education 136. Candidates must also submit a letter of support from a member of the faculty of education and from a cooperating teacher from Education 201. Additionally, students must pass the Praxis I basic skills test in reading, writing and mathematics, submit an Indiana State issued Limited Criminal History, successfully submit an Initial Portfolio, and a Sex Offender Check. A transfer student must have completed one semester of full-time work at the University and one field placement. Faculty from the Department of Education and from the Teacher Education Committee must approve the admission request.
2. *Admission to Student Teaching.* Candidates must have completed 94 semester hours of course work with a minimum GPA of 2.5 and a professional GPA of 2.8 including the successful completion of all required field experiences. The extensive application process includes a transcript, essay, evidence of community outreach and professional development, an Indiana State issued Limited Criminal History, successful submission of the Developing Portfolio, two Assessment of Professional Potential forms, and a Sex Offender Check.
3. *Completion of Student Teaching.* Candidates must have successfully completed the student teaching experiences, all course work, and the Proficient Portfolio. Department recommendation is required.

**Program Completer:** At the University of Saint Francis a program completer is a teacher candidate who fulfills all degree or initial licensing requirements.

**Teacher Preparation Programs:** The University of Saint Francis offers eight baccalaureate programs leading to state teacher licensure including: Business Education, Elementary Education, English, Health and Safety, Science, Social Studies, the Special Education areas of Emotional Disabilities and Mild Disabilities, and Visual Arts. The University offers two graduate programs that include School Counseling and Special Education. A licensure program offers those who already hold a Baccalaureate or higher degree the opportunity to pursue a program leading to teacher licensure in any of the programs within the Department of Education. There is also a Transition to Teaching licensure program available in Secondary Visual Arts

which allows a qualified baccalaureate graduate to earn their teaching license in 18 semester hours.

**Accreditation:** The University of Saint Francis is accredited by the North Central Association of Colleges and Schools. The National Council for the Accreditation of Teacher Education (NCATE) in partnership with the Indiana Professional Standards Board (IPSB) accredits the school of education.

**Unique Program Characteristics:** The following characterize the teacher education program at the University of Saint Francis:

1. It has the only graduate program in Special Education in Northeast Indiana.
2. A four-year performance-based portfolio assessment of beginning teacher competencies is in effect.
3. Elementary Education majors also pursue a minor licensable area.
4. All education majors participate in over 100-120 hours of field experiences prior to student teaching.
5. Service learning is an integral component of the program.
6. Students attend local, state, regional, and national conferences.

**Notable Features and Accomplishments:**

1. Two undergraduate students were accepted to present at national conferences.
2. The Department of Education, Division of Special Education, extended the “Indiana Designs Equitable Access for Learning” (IDEAL) Web-based project.
3. Collaborative project between USF and a local education fund to train area teachers for the “Everybody Reads” Program.
4. As a result of a collaborative effort between the University of Saint Francis and one Fort Wayne Community School, students and a faculty member developed materials and hosted a Family Math Night for students in second grade. USF candidates analyzed the second grade students’ achievement. The results of the intervention will be compiled and analyzed as part of a longitudinal study of math achievement.
5. Professor was a team member to accredit the American School in the Dominican Republic for the Southern Association of Colleges and Schools.
6. Two undergraduate students were awarded the US Presidential Service Award.
7. One undergraduate was a finalist in the Indiana Student Community Commitment Award.
8. Numerous grants were applied for and received for various Service Learning projects.

## Section II. Program Information

|  |   |
|--|---|
| 1. Total number of students admitted into teacher preparation, all specializations, in academic year 2001 – 2002 | 37 Graduate Students<br>227 Undergraduate Students<br>264 Students have declared education as a major |
| 2. Number of students in supervised student teaching in academic year 2001 – 2002                                | 68  |
| 3. Number of faculty members who supervised student teachers:  | 16  |
| a. Full time faculty in professional education   | 6   |
| b. Part-time faculty in professional education, but full-time in the institution                                 | 4   |
| c. Part-time faculty in professional education, not otherwise employed by the institution.                       | 6   |
| 4. Student teacher/faculty ratio   | 4.25 to 1   |
| 5. a. The average number of student teaching hours per week required   | 30  |
| b. The total number of weeks of supervised student teaching required   | 10 Weeks for Elementary/Secondary Majors<br>15 Weeks for Special Education Majors or Minors           |
| c. Average total number of hours required  | 366   |

### Indiana Institutional Report Card

Table I: Single-Assessment Pass-Rate Data: Academic Year 2001 – 2002  
Testing Period: 9/01 – 8/02 Number of Program Completers: 66

| Type of Assessment            | Code # | # Taking Assessment | # Passing Assessment | Institution Pass Rate | Statewide Pass Rate |
|-------------------------------|--------|---------------------|----------------------|-----------------------|---------------------|
| <b>Basic Skills</b>           |        |                     |                      |                       |                     |
| Communication Skills          | 500    |                     |                      |                       |                     |
| General Knowledge             | 510    |                     |                      |                       |                     |
| Professional Knowledge        | 520    |                     |                      |                       |                     |
| PPST Reading                  | 710    | 10                  | 10                   | 100%                  | 98%                 |
| CBT Reading                   | 711    | 47                  | 46                   | 98%                   | 99%                 |
| PPST Writing                  | 720    | 14                  | 13                   | 93%                   | 99%                 |
| CBT Writing                   | 721    | 43                  | 43                   | 100%                  | 99%                 |
| PPST Mathematics              | 730    | 12                  | 11                   | 92%                   | 98%                 |
| CBT Mathematics               | 731    | 46                  | 45                   | 98%                   | 99%                 |
| Professional Knowledge        |        |                     |                      |                       |                     |
| Pre-Kindergarten              | 530    |                     |                      |                       |                     |
| <b>Academic Content Areas</b> |        |                     |                      |                       |                     |
| Elementary Education          | 010    |                     |                      |                       |                     |
| Elementary Education          | 011    | 30                  | 30                   | 100%                  | 99%                 |
| Early Childhood               | 020    |                     |                      |                       |                     |
| English Language              | 040    |                     |                      |                       |                     |
| English Language              | 041    | 2                   | 2                    | 100%                  | 100%                |
| Mathematics                   | 060    |                     |                      |                       |                     |
| Social Studies                | 080    |                     |                      |                       |                     |
| Social Studies                | 081    | 4                   | 4                    | 100%                  | 95%                 |
| Physical Education            | 090    |                     |                      |                       |                     |

| Type of Assessment                  | Code # | # Taking Assessment | # Passing Assessment | Institution Pass Rate | Statewide Pass Rate |
|-------------------------------------|--------|---------------------|----------------------|-----------------------|---------------------|
| Business Education                  | 100    | 9                   | 9                    | 100%                  | 100%                |
| Music Education                     | 110    |                     |                      |                       |                     |
| Art Education                       | 130    | 3                   | 3                    | 100%                  | 100%                |
| Art Content Knowledge               | 133    | 9                   | 9                    | 100%                  | 99%                 |
| French                              | 170    |                     |                      |                       |                     |
| German                              | 180    |                     |                      |                       |                     |
| Spanish                             | 190    |                     |                      |                       |                     |
| Biology                             | 230    |                     |                      |                       |                     |
| Chemistry                           | 240    | 1                   | 0                    | 0%                    | 89%                 |
| Physics                             | 260    |                     |                      |                       |                     |
| Reading Specialist                  | 300    | 31                  | 31                   | 100%                  | 100%                |
| General Science                     | 430    | 1                   | 1                    | 100%                  | 99%                 |
| Earth/Space Science                 | 570    |                     |                      |                       |                     |
| Economics                           | 910    |                     |                      |                       |                     |
| Geography                           | 920    |                     |                      |                       |                     |
| Government                          | 930    |                     |                      |                       |                     |
| <b>Other Content Areas</b>          |        |                     |                      |                       |                     |
| Technology Education                | 050    |                     |                      |                       |                     |
| Home Economics                      | 120    |                     |                      |                       |                     |
| Speech Communication                | 220    |                     |                      |                       |                     |
| Library/Media Specialist            | 310    |                     |                      |                       |                     |
| Psychology                          | 390    |                     |                      |                       |                     |
| Health Education                    | 550    | 1                   | 1                    | 100%                  | 100%                |
| Sociology                           | 950    |                     |                      |                       |                     |
| <b>Teaching Special Populations</b> |        |                     |                      |                       |                     |
| Reading                             | 200    |                     |                      |                       |                     |
| Emotional Disabilities              | 370    |                     |                      |                       |                     |
| SE Knowledge-Based Core             | 351    | 3                   | 3                    | 100%                  | 100%                |
| Severe Disabilities                 | 380    |                     |                      |                       |                     |
| SE Learning Disabilities            | 381    | 2                   | 2                    | 100%                  | 99%                 |
| Learning Disabilities               | 380    |                     |                      |                       |                     |

### Indiana Sample Institutional Report Card

Table 2: Aggregate Institutional-Level Pass-Rate Data: Academic Year: 2001 – 2002  
Testing Period: 9/01 – 8/02 Number of Program Completers: 66

| Type of Assessment            | # Taking Assessment | # Passing Assessment | Institution Pass Rate | Statewide Pass Rate |
|-------------------------------|---------------------|----------------------|-----------------------|---------------------|
| Basic Skills                  | 58                  | 55                   | 95%                   | 98%                 |
| Professional Knowledge        |                     |                      |                       |                     |
| Academic Content Areas        | 90                  | 89                   | 99%                   | 98%                 |
| Other Content Areas           | 1                   | 1                    | 100%                  | 100%                |
| Teaching Special Populations  | 5                   | 5                    | 100%                  | 99%                 |
| Summary Totals and Pass Rates | 154                 | 150                  | 97%                   | 98%                 |

**Certification:**

I certify that to the best of my knowledge, the information in this report is accurate and complete and conforms to the definitions and instructions in the Reference and Reporting Guide for Preparing State and Institutional Reports on the Quality of Teacher Preparation.

\_\_\_\_\_ (Signature)

Maureen McCon \_\_\_\_\_ (Name)

Licensing Advisor and UAS Coordinator \_\_\_\_\_ (Title)

**Certification of review of submission:**

\_\_\_\_\_ (Signature)

Sr. M. Elise Kriss, OSF \_\_\_\_\_ (Name)

President \_\_\_\_\_ (Title)