

**Northern Marianas College  
P.O. Box 501250  
Saipan, MP 96950**

Memorandum

TO: Program Review and Outcomes Assessment Committee (PROAC)  
Northern Marianas College  
P.O. Box 501250  
Saipan, MP 96950

FROM: Charlotte Cepeda, Director  
School of Education - Bachelor of Science

DATE: June 2, 2104

SUBJECT: Form 1 (5-Column Model) for Program Review

**Group A**

Mission (Column 1): CNMI Constitution. Amendment No. 38, Section 2: “The mission of Northern Marianas College shall be to provide the best quality and meaningful postsecondary and adult education opportunities for the purpose of improving the quality of life for the individual and for the Commonwealth as a whole. The College shall be responsible for providing education in the areas of adult and continuing education, postsecondary and adult vocational education and professional development for the people of the Commonwealth.”

SOE Mission Statement: The mission of the School of Education is to promote excellence in the art and science of teaching through research-based pedagogy and assessment so as to assist in the improvement of the quality of life within the Commonwealth by providing superior education programs for aspiring and veteran professional in the fields of Education and Human Services whilst in support of the mission of Northern Marianas College with understanding of regional and global diversity in a changing world.

INTENDED STUDENT LEARNING OUTCOMES <b>(Column 2)</b>	MEANS OF ASSESSMENT AND SUCCESS CRITERIA <b>(Column 3)</b>	SUMMARY OF DATA COLLECTED <b>(Column 4)</b>	USE OF RESULTS <b>(Column 5)</b>
<p><i>General Education Outcome:</i> GEO #1 Critical Thinking  <b>At the completion of this semester 80% the students will demonstrate:</b>  <b>5. Oral Communication</b>  <b>7. Written Communication</b></p> <p><i>Program Learning Outcome:</i> SOE – PLO #6  <b>Communicating effectively and providing feedback</b></p> <p><b>At the completion of this semester 80% the students will demonstrate effective communication and provide feedback to learners/class/clients</b></p>	<p>(ED 205)  1. Assessed learners will create a presentation which is interactive and engaging through a teachback and receive a “3” or higher on a rubric for this specific criterion.</p> <p>(ED 246)  1. ED 246 did not run due to low enrollment numbers.</p> <p>(ED 406)  1. Learners in this course will provide positive feedback after class presentations.</p> <p>(ED 435)  1. All learners will demonstrate effective communication by expressing their needs and what they have learned or do not understand. Evidence will be collected through written feedback expressed in the course website.</p>	<p>(ED 205)  1. 95% of all assessed learners were successful with this criterion.</p> <p>(ED 246)  1. Did not run this semester.</p> <p>(ED 406)  1. 100% of all learners met this criterion.</p> <p>(ED 435)  1. 100% of all students effectively communicated their needs via electronic posts on the website; however, learners must become more reflective of their learning when doing so.</p>	<p>Effective communication is essential in teaching and learning. The SOE instructors have provided the following feedback:</p> <ol style="list-style-type: none"> <li>1. Due to the importance of career readiness, this criterion should remain consistently assessed. Building communication skills will allow our learners to become successful in their future profession.</li> <li>2. Electronic communication between instructors and learners was effective.</li> <li>3. We found that our learners were able to communicate effectively in their capstone experiences.</li> </ol> <p>Recommendations to the program:</p>

	<p>(ED 492)</p> <ol style="list-style-type: none"> <li>1. Assessed pre-service teachers will receive a score of ME (Meets Expectations) or above on the Progress Report of the Formal Observation Rubric (2<sup>nd</sup> Observation).</li> </ol> <p>(RH 215)</p> <ol style="list-style-type: none"> <li>1.</li> </ol>	<p>(ED 492)</p> <ol style="list-style-type: none"> <li>1. 95% of the assessed pre-service teachers received a score of ME or above on the Progress Report in the 2<sup>nd</sup> Formal Observation.</li> </ol> <p>(RH 215)</p> <ol style="list-style-type: none"> <li>1.</li> </ol>	<ol style="list-style-type: none"> <li>1. Although oral communication skills are vital, the SOE will focus on written communication by way of identifying an introductory, three reinforcement courses and one emphasis course for written skills beginning in Fall 2014.</li> <li>2. Newly hired instructors found it difficult to comprehend the idea of specific evidence pieces. A professional development for this must be done for Fall 2014.</li> </ol> <p>Additional feedback:</p> <ol style="list-style-type: none"> <li>1. A review of the staggered course assessment to include I, R, and E for all PLOs. This will allow for a better overview of how scaffolding takes place within the program.</li> </ol>
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