

<b>Relationship to Standard or Component</b>			
CAEP Standard Addressed in Plan	4.2 Completer Satisfaction		
Description of Evidence/Data We Plan to Collect	<p>It is vital that EPPs collect data from completers to ensure the perception of their preparation was effective and match their job responsibilities</p> <ul style="list-style-type: none"> <li>• Completer Survey</li> <li>• Completer Case Study and Reflective Journal Protocol</li> </ul>		
<b>Timeline and Resources</b>			
Timetable of Data Collection, by semester or calendar year	Strategy for Collecting the Data (steps for how this will be accomplished)	Personnel Responsible	Resources needed including personnel, technology, and access to data compilation
2018	The Alabama State Department of Education began sending out a candidate survey to all principals, but this survey only includes those completers in initial certification programs.	ALSDE	Completer survey
2019-2021	As a result of the advanced programs not being included in the completer survey through the State Department of Education, the College of Education developed a completer and employer protocol to engage with our completers following their first year. The completer side of the protocol involves an interview with 20% of the one-year completers to gain information on their satisfaction of the completer's performance.	ALSDE EPP faculty Employers	Employer protocol

Fall 2021	<p><b>Elementary:</b> Data collected for the Fall 2020 completers of the advanced Elementary Education program. For the fall 2020 completers, we had eight graduates. One of the eight is not working in field. Out of the remaining seven graduates, we contacted several and had one reach back out that was open to an interview. The one completer case study and reflective journal met the 20% minimum required for CAEP. The complete transcription of this interview is provided in the initial data evidence. The interview protocol is aligned with the National Middle Childhood Generalist Standards.</p> <p>In this interview, the completer stated felt totally prepared in the area of Elementary Education and classroom teaching. In each area, aligned with the NMC GS, our completer in both her interview and reflective journal shares the effective preparation she was given and how these areas of preparation are applied to her current job as a classroom teacher.</p> <p><b>School Counseling:</b> The School Counseling program has only had one completer the summer of 2021.</p>	Completers	
Summer 2022	<p><b>Elementary and School Counseling:</b> A completer survey will begin development to help gain more information from completers and their feedback on their preparation. Although the interview protocol provides us with in-depth information about a few completers' performance, the EPP should like to gain some information on a greater number of completers to add with the interview protocols.</p>	EPP faculty Program stakeholders	

	We will use the undergraduate survey as a guide, but it is important for the College that this completer survey reflect the skills of an advanced candidate.		
Fall 2022	<b>Elementary and School Counseling:</b> A draft of the survey will be shared with the program Advisory Councils. Following this feedback, content validity coefficients will be established.  The current completer protocols will continue.	Program stakeholders EPP faculty	
Spring 2023	<b>Elementary and School Counseling</b> Following any modifications needed, the survey will be piloted spring 2023 with completers of the advanced program spring 2022.	Completers	
Summer 2023	<b>Elementary and School Counseling</b> Any needed or requested modifications made to the survey following the pilot	EPP faculty	
Fall 2023	<b>Elementary and School Counseling</b> Annual survey distribution will be in full swing	Completers	
<b>Data Quality</b>			
Provide a copy of the data collection instrument if available;	<b>Elementary:</b> Current completer case study and interview protocol provided		

<p>How will the quality of the data collection/survey/rubric be assured to meet the “sufficient” level on the CAEP Assessment Rubric</p>	<p>The survey will be aligned with the National Middle Childhood Generalist Standards, selected for Elementary Education majors and CACREP standards for School Counseling majors. Questions will be single subject and will be written as behaviors and not opinion statements. Responses on the survey will be actionable and directly linked to components of the program. Survey will be piloted spring 2023.</p>
<p>What steps will be taken to attain a representative response (i.e., how will the data sample be selected, what actions will be taken to ensure a high response rate if a survey is used, etc.)?</p>	<p>Survey will be sent to all first-year completers annually. Continual reminders will be sent to help gain a representative sample.</p>