College of Education

Location: Fort Benning

In 1977, Troy State University at the invitation of the U. S. Army developed a site on Fort Benning, Georgia. By 1982, the site was running programs in both graduate and undergraduate programs in Business, and Arts and Sciences.

Starting in winter of 1996, the Ft. Benning site of Troy University added the Master of Education in Foundations of Educations. In fall of 2001, this program changed to Master of Education, and then in fall of 2005 the Master of Education changed to the Master of Science in Post Secondary Education.

COE Program Offered:

Post Secondary Education (PSE) – Master of Science

Program Description:

The Post Secondary Education degree program has been offered at the Fort Benning site since 1996. In 2005 the degree program name was changed from Foundations of Education and Master of Education to Post Secondary Education.

Status of Students:

Students can take courses within the Post Secondary Education degree program in both a face to face and distance learning modalities.

How Students are Assessed:

Students are assessed on pass/fail rates on the Comprehensive exam.

Post Secondary Education Assessment data from Ft. Benning:

In academic year 2006-2007 a total of 7 students sat for comp exams. Of those 7 students, 5 passed all parts of the exam on the first attempt, 1 passed all parts except the research portion (passed on second attempt), and 1 passed all parts except the question pertaining to adult education (passed on second attempt).
**PSE Committee Procedures:**

It’s important to note that the PSE program has standard procedures for the administration of the program and data gathering. These procedures are in sync with the COE Data Management System to ensure yearly review of pertinent program data. The curriculum committee maintains program documents on the organization’s Blackboard site. Attached are some of those documents (a brief procedural description and a copy of our last meeting minutes – there are at least five documents with committee meeting minutes located on the site).

Finally – Based on the last PSE Committee meeting specifically dealing with program data, the following summarizes our current plans for improvement:

Our plan for improvement as far as the program as a whole goes will be the following, which we agreed on at the last Discipline Curriculum Committee (DCC) meeting:

- We will consolidate existing study guides to create a single document.
- We will create a list of appropriate evaluators for exam questions by course.
- We will create an electronic site available to those on the list to access the study guide and other information pertinent to the administration and evaluation of comps. Included will be the rubric that must be used for all PSE and ADE comp evaluations.

**POLICIES AND PROCEDURES FOR PSE ADVISORS**  
**M.S. – POST SECONDARY EDUCATION**

**Home Campus**

1. Each PSE student is assigned a home campus and an advisor at that location.

2. Advisors are strongly recommended to ensure that PSE students take as many classes as possible at the home campus.

3. The home campus coordinates the comprehensive exam or field project/thesis.

**Comprehensive Examination**

1. Students will be eligible to sit for their comprehensive examination one term/semester prior to graduating. Students must register for the comprehensive exam as stipulated by the home campus.

2. The campus may determine how the examination will be administered. The choices include giving core and concentration in one day or split over two days with core classes one day and concentration classes on the other.
Core exams will test concepts in PSE 6660, PSE 6670, PSE 6680, and PSE 6691. These exams are maintained by PSE advisors through a common pool among Troy University Campuses.

Concentration exams will be devised by respective concentrations at the home location. Due to the differing nature of the concentrations, home location administration of concentration exams will differ in number of questions, time allotted, and other administration details.

3. Students have a total of three opportunities to pass their comprehensive examination. Should a student fail any portion of their examination, remediation will be provided at all stages.
   ▪ Remediation procedures will differ depending on the severity of the failure and the nature of the concentration. Options include oral retake, retake of an exam within a week or two of failure, retake of an exam or exams on subsequent examination dates, or other as determined by the advisor. Regardless of remediation procedures, the advisor and associated professors should work with students during the process.

4. There will be two readers for comprehensive examinations. If there is disagreement between the readers, a third reader will decide the outcome.

5. Comprehensive examination administration will be supervised by Troy University approved proctors.

6. A common grading rubric will be used by all campuses to evaluate comprehensive exams.

**Faculty/Advisor Requirements**

1. PSE faculty should have access to the comprehensive examination pool and should review them to guide their teaching.

2. Advisors must forward Institutional Effectiveness (IE) data to the University’s IE coordinator (currently Janet McNellis) when requested. These data might include grades in core classes and pass/fail rates for comprehensive exams. Advisors must keep these data for their campus PSE program.

3. Faculty and advisors should use master syllabi as the foundation for course development. Changes to these syllabi, to included recommended texts, should be forwarded to the Curriculum Committee Leader (currently Joe Reynolds).