

# **BSEAS Responsibilities**

## **SOE Dean, Associate Vice President of Teacher Education**

1. Channel mandates and suggested assessment activities and results through the Teacher Education Council
2. Represent TEU faculty opinions to Buffalo State Administration
3. Advocate for unit faculty (across all schools) related to professional needs
4. Establish and maintain positive relationships with community partners including school faculty and administration
5. Support the Associate Dean in managing the assessment system

## **SOE Associate Dean**

1. Manage the BSEAS including especially unit operations and assessment activities
2. Gather and organize reports to feed back to BSEAS constituents through various forums
3. Guide discussion and decision-making by the Teacher Education Council regarding issues of assessment at the unit and program level
4. Provide support for program assessments for initial and advanced programs (via program assessment coordinators and point people)
5. Represent the unit at relevant administrative meetings on campus (e.g. Banner Stakeholders)
6. Ensure regular unit assessment, procedures, and generation of products including review of instruments, updates of reports reflecting data aggregation, and continuous training and support

## **Academic Affairs, Vice President of Curriculum and Assessment**

1. Gather data as determined at an institutional level
2. Analyze data from institutional instruments by education majors and the unit as a whole and present results to relevant constituent groups
3. Aid the unit in generating appropriate reports in response to SUNY reporting mandates
4. Provide guidance on changes to BSEAS based on experiences, institutional needs, compliance to campus assessment guidelines, etc.

## **Institutional Research**

1. Continue to gather representative demographic data and make reports available on-line
2. As possible, break any analyses down by education major and provide information to the unit for distribution to BSEAS constituents
3. Generate and submit relevant reports in conjunction with the unit (e.g. Title II)

## **TEU Department Chairs**

1. Develop and implement program level assessment systems
2. Continually aggregate candidate performance evidence and make information available centrally by reporting to the unit for appropriate distribution to constituents
3. Support faculty in understanding and implementing key assessments and other instructional and assessment strategies
4. Collaborate with unit leadership, candidates, and school faculty to maintain BSEAS efficiently and effectively and achieve both program and unit assessment goals
5. Summarize candidate evidence for each program, annually, including direct alignment with the unit conceptual framework, appropriate standards, and the Buffalo State strategic plan