

OFFICE OF QUALITY PROFESSIONALS AND SPECIAL SCHOOLS
Summary of State Board of Education Items
April 17-18, 2014

OFFICE OF EDUCATOR LICENSURE

28. Approval of Request from Mississippi State University for a Degree in Technology Education/Business Technology Concentration with the Added Supplemental Endorsement of 405 Business Management and 411 Business Technology

Background Information:

Mississippi State University (MSU) is requesting approval to add 405 Business Management and 411 Business Technology as endorsements. Students completing the Technology Teacher Education/Business Technology (TTE) concentration currently earn a 105 license after successful completion of the Technology Teacher Education/Business Technology IHL program, Praxis II in Business Education and Principles of Learning and Teaching. In addition to the 105 license, the Mississippi Department of Education (MDE) has approved add-on endorsements for students completing the methods courses in the Business Technology Education curriculum.

On March 7, 2014, the Commission on Teacher and Administrator Education, Certification and Licensure and Development approved the proposal.

Recommendation: Approval

Back-up material attached

EDUCATION PROGRAM APPROVAL FORM-M MODIFYING AN EXISTING PROGRAM

Institution: Mississippi State University	Date Submitted to MDE: 2/3/14
Institutional Contact: Dr. Connie Forde	Contact's Phone: 662-325-2281 Contact's Email: cforde@colled.msstate.edu
Proposed Date of Implementation: Immediately upon approval	Proposal to Modify an Existing: <input checked="" type="checkbox"/> Teacher Education Program <input type="checkbox"/> Advanced Education Program

In addition to your current education program course outline/description, if applicable, you must include the following:

- an outline of the proposed program with clear indication of any proposed changes
- proposed course syllabi and course descriptions, if applicable
- documentation of faculty that will provide instruction for the proposed courses/program of study (a faculty table that presents qualifications, which can be a duplicate of a SACS or NCATE table and indicate proposed class loads)
- a list of two or more programs with the same or similar courses of study (instate or out-of-state), or provide URLs if available online
- documentation of MS IHL approval (public institutions only)
- current professional association recognition
- any other documentation that further supports the rationale for the proposal

NOTE: Use the spaces below for a brief description; however, please attach a more detailed proposal, and/or duplicate of the proposal submitted to MS IHL for approval.

Briefly state your request: **Approval of the degree in Technology Teacher Education/Business Technology (TTE) concentration with the added supplemental endorsements of 405 Business Management and 411 Business Technology.**

Briefly state your rationale/justification of need:

NOTE: Program approval requests must be submitted no later than January 15 for upcoming fall implementation, and by July 15 for upcoming spring implementation. Please allow up to six months for standard review procedures and final approval. After TAP approves a licensed degree program or a new licensure requirement, the new program or requirements will be subject to approval by the Licensure Commission on Teacher and Administrator Education, Certification and Licensure and Development and the State Board of Education before candidates are eligible for Mississippi Teacher Licensure.

E-mail this form to Gail Gettis at ggettis@mde.k12.ms.us or fax to 601-359-2778.

EDUCATION PROGRAM APPROVAL REVIEW FORM New or Modified Program

Internal Assessment

Institution Submitting Request: Mississippi State University	Proposal Request Submitted for Approval to: ___ Implement a New Educator Preparation Program _X_ Modify an Existing Educator Preparation Program
Summary of Request: Approval of degree in technology Teacher Education/Business Technology (TTE) concentration be approved with 405 and 411 endorsements	
MDE Reviewer's Name: _____	MDE Reviewer's Position/Title: _____

Through the responsibility charged to the Commission on Teacher and Administrator Education, Certification and Licensure and Development (MS Code, Section 37-3-2), the Mississippi Department of Education must approve or disapprove all educator preparation programs in the state as recommended by the Commission; thus implementation of any new programs or modifications to existing programs by all education units may be reviewed by the MDE and recommended for approval by the Commission and/or State Board of Education.

Please review the attached proposal and syllabi for evidence that instruction throughout the proposed program or modification is developed using appropriate elements of state standards, guidelines and/or curriculum frameworks/common core (where applicable) to adequately prepare teacher candidates for K-12 instruction or administration in Mississippi.

After your review of the proposed program's course content, please ensure the content contains appropriate references or inclusion of the following currently approved:

- *State-Adopted Standards*
- *State Curriculum Frameworks/Common Core (where applicable)*
- *Other Applicable K-12 Content or Instructional Requirements*

Based on your professional expertise, you may include specific recommendations (on an additional sheet) based on best practices and state guidelines to ensure the program's success.

Please check one:

I have reviewed the syllabi/course content and found that the infusion of appropriate state standards, frameworks or other related requirements are sufficiently addressed within the proposed new program or program modification for elementary, middle and/or secondary Instruction/administration.

___ I have reviewed the syllabi/course content and found that the infusion of appropriate state standards, frameworks or other related requirements are NOT sufficiently addressed.

___ I have reviewed the syllabi/course content and other requirements, but reserve full recommendation pending the program's declaration and documentation regarding amending the proposal to address one or more significant concerns as cited in the attached comments.

EDUCATION PROGRAM PROPOSAL REVIEW FORM (R)

Reviewer Name: _____	Reviewer Phone: _____
Reviewer Title/Position: Associate Dean/ Associate Professor	Reviewer Email: _____
Institution Submitting Proposal: _____	Date Submitted to MDE: Jan 30, 2014
Proposed Date or Implementation: Fall 2014	Proposal to Implement a New or to Modify an Existing <input checked="" type="checkbox"/> Teacher Education Program <input type="checkbox"/> Ed Leadership Program <input type="checkbox"/> Licensure Requirement
<p>The proposal material should include for your review, where applicable the following:</p> <ul style="list-style-type: none"> ➤ a copy of the current program ➤ an outline of the proposed program with clear indication of all proposed modifications ➤ proposed course syllabi and course descriptions ➤ a list of faculty who will provide instruction for the proposed courses/program of study and qualifications ➤ a list and copies of program outline for similar (or same) programs/courses of study at two or more IHLs (instate or out-of-state), or provide URLs if posted online ➤ documentation of institution administrative approval, and required MS IHL approval, if a public institution ➤ current specialized program area (SPA) recognition ➤ any other documentation that further supports the rationale for the proposal <p>As a qualified education professional and reviewer, you should ensure that in addition to meeting the requirements above, the program offers viable programs with current content that is infused with state (INTASC) standards and national (NCATE unit and professional association) standards and also instructs program candidates using best practices and the most recently adopted state curriculum frameworks/common core for the subject area.</p>	
<p>Synopsis of proposal request for review (<i>see attached proposal for details</i>): Approval to add supplemental endorsements of 405 Business Management and 411 Business Technology to the Technology Teacher Education/Business Technology (TTE).</p>	
<p>Provide findings/comments/recommendations(<i>if more space is needed, please continue text to expand this section or provide an additional sheet</i>):</p> <p>The requirements for the supplemental endorsements of 405 Business Management and 411 Business Technology are met through the teacher education program at Mississippi State University.</p>	
<p><input checked="" type="checkbox"/> I recommend approval of this proposal for submission to the Licensure Commission on Teacher and Administrator Education, Certification and Licensure and Development.</p> <p><input type="checkbox"/> I do not recommend approval of this proposal for submission to the Licensure Commission on Teacher and Administrator Education, Certification and Licensure and Development.</p> <p><input type="checkbox"/> I recommend approval pending evidence of amendments to the proposal that address cited areas of concern (attached).</p>	



MISSISSIPPI STATE
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COLLEGE OF EDUCATION
Office of the Dean

Box 9710
Mississippi State, MS 39762

(662) 325-3717
Fax: (662) 325-8784

January 9, 2014

Ms. Cerissa Neal, Bureau Director
Educator Licensure
Mississippi Department of Education
P.O. Box 771
Jackson, MS 39205-0771

Dear Ms. Neal:

I am in support of Dr. Forde's request that the degree in Technology Teacher Education/Business Technology (TTE) concentration be approved with the added supplemental endorsements of 405 Business Management and 411 Business Technology.

Sincerely,

Dr. Richard Blackbourn
Dean of the College of Education



MISSISSIPPI STATE
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DEPARTMENT OF INSTRUCTIONAL SYSTEMS AND WORKFORCE DEVELOPMENT

Box 9730

MISSISSIPPI STATE, MISSISSIPPI 39762-9730

TELEPHONE: 662-325-2281

FAX: 662-325-7599

January 9, 2014

Ms. Cerissa Neal, Bureau Director
Educator Licensure
Mississippi Department of Education
P. O. Box 771
Jackson, MS 39205-0771

Dear Ms. Neal:

SUBJECT: License # 405 and 411

We request that the degree in Technology Teacher Education/Business Technology (TTE) concentration be approved with the added supplemental endorsements of 405 Business Management and 411 Business Technology.

Students completing the Technology Teacher Education/Business Technology degree at Mississippi State University currently earn a 105 license after successful completion of the Technology Teacher Education/Business Technology IHL program, Praxis II in Business Education, and Principles of Learning and Teaching. In addition to the 105 license, the Mississippi Department of Education has approved the following add-on endorsements for students completing the methods courses in the Business Technology Education curriculum.

License 111, Computer Applications
License 193, Economics
License 917, Career Pathway Experience
License 952, Finance and Accounting Pathway
License 955, Business Management Pathway
License 956, Marketing Pathway
License 981, Information and Communication Technology (ICT) I
License 982, Information and Communication Technology (ICT) II
License 984, Technology Foundations

We are requesting to include Endorsement 405 Business Management and Endorsement 411 Business Technology to the list of approved add-on endorsements. The requirements for these endorsements are satisfied as follows:

January 9, 2014

405 Business Management


1. Students hold a license in 105 Business Education.
2. Students satisfy the Internet and Computing Core (IC³) requirement by successfully completing TKT 4463 Methods of Teaching Technology in the Middle School.
3. Students satisfy the online learning requirement by successfully completing TKT 4213 Methods of Teaching Business. (This has already been approved by MDE).
4. Students complete the following three methods courses: TKT 4213 Methods of Teaching Business, TKT 4153 Methods of Teaching Career Pathway Experiences, and TKT 4463 Methods of Teaching Technology in the Middle School.

411 Business Technology

1. Students hold a license in 111 Computer Applications.
2. Students satisfy the Internet and Computing Core (IC³) requirement by successfully completing TKT 4463 Methods of Teaching Technology in the Middle School.
3. Students satisfy the online learning requirement by successfully completing TKT 4213 Methods of Teaching Business. (This has already been approved by MDE).
4. Students complete the following three methods courses: TKT 4213 Methods of Teaching Business, TKT 4153 Methods of Teaching Career Pathway Experiences, and TKT 4463 Methods of Teaching Technology in the Middle School.

A curriculum sheet listing all courses in the Technology Teacher Education/Business Technology degree is attached.

Sincerely,



Dr. Connie M. Forde, Department Head and Program Coordinator
Technology Teacher Education Degree/Business Technology Concentration

Attachment: TTE Curriculum Sheet

c Mr. Mike Mulvihill
Bureau Director for Compliance and Reporting



General Core

	Course	Course Name	Hours	Grade	Credit Hours Earned
English Composition (6 hours)					
*	EN	1103	English Composition I	3	
*	EN	1113	English Composition II	3	
Mathematics (6 hours)					
*	MA	1313	College Algebra	3	
*	MA		Higher Level Math	3	
Fine Arts (3 hours)					
*	Fine Arts		3		
Natural Science with labs (6 hours)					
*	Natural Science w/Lab		3		
*	Natural Science w/Lab		3		
Math/Science Elective (6 hours)					
*	Higher Level Math or Natural Science		6		
Humanities (6 hours)					
*	Humanities Elective		6		
Social/Behavioral Sciences (6 hours)					
*	PSY	1013	General Psychology	3	
*	EC	2113	Principles of Macroeconomics	3	
Writing Requirement (3 Hours)					
	MGT	3213	Organizational Communications	3	
Oral Communication Requirement-Choose one (3 Hours)					
	CO	1003	Fund. Of Public Speaking (or)	3	
	CO	1013	Introduction to Communications		

Technology Teacher Education Major Core

	EDF	3333	Social Foundations of Education	3	
+	EPY	3143	Human Development & Learning Strategies	3	
+	EDF	4243	Plan for the Diversity of Learners	3	
+	EPY	3253	Evaluating Learning	3	
	EDX	3213	Psychology of Exceptional Children & Youth	3	
	TKT	3003	Practicum in Technology Teacher Education	3	



+	EDS	4873	Seminar in Managing the Secondary Classroom (Choose only one class)	3			
+	TKT	4873					
+	TKT	4886	Teaching Internship in TTE	6			
+	TKT	4896	Teaching Internship in TTE	6			

Business and Technology Core

	ACC	2013	Financial Accounting	3			
	ACC	2023	Managerial Accounting	3			
	EC	2123	Principles of Microeconomics	3			
	MKT	3013	Principles of Marketing	3			
	TKB	1123	Document Formatting/ Information Processing	3			
	TKB	2122	Introduction to Database Management	2			
	TKB	2132	Introduction to Spreadsheet Design	2			
	TKB	3133	Administrative Management & Procedures	3			
	TKB	4543	Advanced Information Processing	3			
	TKB	4583	Graphics and Web Design	3			
	TKT	4143	History/Philosophy of Career and Technology Education	3			
+	TKT	4153	Methods of Teaching Economics & Business Pathway Courses	3			
	TKT	4183	Methods of Career Pathway Experiences	3			
	TKT	4213	Methods of Teaching Business Subjects	3			
	TKT	4463	Methods of Teaching Technology in Middle School	3			
	BL	2413	Legal Environment of Business (or)	3			
	PHI	3013	Business Ethics				
	TKB	4563	Introduction to Data Networks (or)	3			
	TKT	4743	Electronic Desktop Publishing (or)				
	TKT	4763	Digital Tools for 21st Century Teaching & Learning				
Total Credits Hours:				124			

Disclaimer

Each student is responsible for knowing and completing all requirements established for his or her degree by the University, college, and department. A student's advisor does not assume that responsibility. Any substitution, waiver, or exemption from any established departmental or college requirement or academic standard is accomplished only with the approval of the student's academic college dean. Exceptions to University requirements are authorized only with the approval of the College of Education Dean and the Provost.

Program Facts

The Technology Teacher Education/Business Technology degree prepares graduates to teach business courses at the high school and career and technology centers, teach Information and Communication Technology I and II at the middle school, teach Career Pathways Experiences (cooperative education), Computer Applications, and Technology Foundations. Graduates acquire a national certification in computer literacy as well as a certification to teach online. They also acquire leadership skills and knowledge about advising student organizations through their active participation in Pi Omega Pi, an honor society for TTE majors, and Phi Beta Lambda, an organization for all business majors. TTE majors complete a one-semester teaching internship during the last semester of the program.

Licensure and Endorsements

MIDDLE SCHOOL

Information and Communication Technology I (981)
Information and Communication Technology II (982)
Technology Foundations (984)

HIGH SCHOOL

Business Education (105)
Economics (193)
Computer Applications (111)
Technology Foundations (984)

CAREER AND TECHNOLOGY CENTERS

Business Career Pathways:
Accounting and Finance (952)
Management (955)
Marketing and Economics (956 and 193)
Career Pathway Experiences (917)
(formerly cooperative education)

Field Experiences

Field experiences in a public school business and technology setting include 40 hours in TKT 3003 Practicum in Technology Teacher Education completed in the junior year. During the last semester, students complete the teaching internship which requires a student to teach in a classroom all day, five days a week, for the entire semester under the supervision of a cooperating teacher and university supervisor.

Contact Information



Dr. Connie M. Forde
Professor and Department Head
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Email: CForde@colled.msstate.edu

Department of Instructional Systems & Workforce Development

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Visit our website at
www.iswd.msstate.edu

Find us on Facebook
www.facebook.com/TTEatMSU



Praxis CASE Preparation

Visit www.ets.org to learn more about the Praxis Core Academic Skills for Educators Tests, dates, sites, and practice materials.

Contact the MSU Learning Center at 662.325.2957 for Praxis study courses and workshops.

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MISSISSIPPI STATE
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**INSTRUCTIONAL
SYSTEMS & WORKFORCE
DEVELOPMENT**



TECHNOLOGY TEACHER EDUCATION

with a concentration in
Business Technology

TEACHING LICENSES IN

*Business Education
Economics
Computer Applications
Technology Foundations*

*Information and Communication Technology I and II
Business Pathways in Career and Technical Education
Career Pathway Experiences*

Welcome

The Department of Instructional Systems and Workforce Development at Mississippi State University is pleased to offer a Bachelor of Science degree in Technology Teacher Education with a concentration in Business Technology. These students will become eligible to teach business and technology courses at the middle school and secondary levels.

Scholarship Information

Nan Carpenter Cain Scholarship

Undergraduate students with demonstrated academic achievement majoring in Industrial Technology and Education. Must have leadership qualities and financial need.

Francis N. Matthews Scholarship

Undergraduate students with demonstrated academic achievement who plan to teach in Technology Education. Available to juniors and seniors with a financial need for scholarship aid.

Other College of Education Scholarships

www.iswd.msstate.edu/scholarships.html



Alpha Pi Chapter of Pi Omega Pi ranked in top 10 for the last 16 years



MISSISSIPPI STATE
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Curriculum

General Education Requirements

English Composition (6 hours)

- EN 1103 English Comp I
- EN 1113 English Comp II

Mathematics (6 hours)

- MA 1313 College Algebra
- Higher level Math

Fine Arts (3 hours)

- 3 Hours (See General Education courses)

Natural Science with Lab (6 hours)

- Lab Science (See General Education courses)

Math/Science Elective (3 hours)

- see General Education Courses

Humanities (6 hours)

- see General Education courses

Social Behavioral Science (6 hours)

- PSY 1013 General Psychology
- EC 2113 Principles of Macroeconomics

Writing Requirement

MGT 3213 Organizational Communication

Oral Communication Requirement

CO 1003 Fundamentals of Public Speaking or

CO 1013 Introduction to Communications

Business and Technology Core

ACC 2013 Financial Accounting

ACC 2023 Managerial Accounting

EC 2123 Principles of Microeconomics

MGT 3213 Organizational Communications

MKT 3013 Principles of Marketing

TKB 1123 Document Formatting/Information Processing

TKB 2122 Introduction to Database Management

TKB 2132 Introduction to Spreadsheet Design/Analysis

TKB 3133 Administrative Management and Procedures

TKB 4543 Advanced Information Processing

TKB 4583 Graphics and Web Design

Choose one of the following:

BL 2413 Legal Environment of Business

PHI 3013 Business Ethics

Choose one of the following:

TKT 4743 Electronic Desktop Publishing

TKB 4563 Introduction to Data Networks

TKT 4763 Digital Tools for the 21st Century Teaching and Learning

TKT 4143 History and Philosophy of Career and Technical Ed

+TKT 4153 Methods of Teaching Econ and Business Pathways

TKT 4183 Methods of Career Pathway Experiences

TKT 4213 Methods of Teaching Business Subjects

Curriculum

Technology Teacher Education Major Core

EDF 3333 Social Foundations of Education

+EPY 3143 Human Development and Learning Strategies

+EDF 4243 Planning for Diversity of Learners

+EPY 3253 Evaluating Learning

EDX 3213 Psychology and Education of Exceptional Children & Youth

TKT 3003 Practicum In Career and Technical Education

+TKT 4873 or EDS 4873 Seminar in Managing the Secondary Classroom

+TKT 4886 Teaching Internship in Teaching Technology Education

+TKT 4896 Teaching Internship in Teaching Technology Education

+ Requires admission to Teacher Education

Total Hours = 124

Program Requirements

All students must meet Mississippi State University admission requirements in order to be admitted to MSU. In addition, by the beginning of junior year, students must meet the requirements to be admitted to the College of Education's Teacher Education Program.

- ◆ Have at least 2.75 GPA on required 44 general education courses and an overall GPA of 2.5.
- ◆ Present either an ACT score of 21 with all sub-scores 18 or higher OR passing scores on the Praxis Core Academic Skills for Educators Tests.
 - 156 in Reading
 - 162 in Writing
 - 150 in Mathematics
- ◆ Make a "C" or better in the following courses:
 - English Composition—6 hours
 - Mathematics—3 hours
- ◆ Obtain a certified background check through CertifiedBackground.com using MSU Code: M143.
- ◆ Submission of two letters of recommendation from an educator.
- ◆ Verify 40 hours of work experience with youth.

Download forms from COE website:

www.educ.msstate.edu/academics/forms

Return admission requirements to:

Admission to Teacher Education

College of Education

Box 9710

Mississippi State, MS 39762