

COLLEGE OF EDUCATION OPERATIONS GUIDELINES

Revised Date: 02/03/2011
Guideline Number: 03-04
Section: Assessments
Subject: Retention

EDUCATOR AS LEADER

RETENTION

Once admitted into any of the programs offered by the College of Education, retention is not automatic. The Undergraduate Admissions and Retention Committee (for undergraduate candidates) and the Graduate Admissions and Retention Committee (for graduate candidates) constantly monitors each candidate's progress in the following areas: academics, professional behavior and overall commitment, ethical standards, personal qualities and dispositions necessary for effective school environment interaction, and interpersonal skills needed to work with parents, families, administrators, and other professionals. Any candidate who does not appear to be progressing satisfactorily will be notified that the Committee will meet to discuss these concerns.

Retention cases may focus on a student's effort and progress in one or more courses. All students must make a grade of "C" or better (review other [university policies for graduate students](#)) in all education; however, a specific grade does not necessarily indicate adequate effort and/or progress in that course. Appropriate committees will regularly review candidate's transcripts and strives to keep open the lines of communication between the committees, advisors, and instructors, both in and out of the College of Education who teach education students. Recommendation for removal action may be indicated when a pattern of minimal effort or progress is perceived.

Retention cases may also focus on professional behavior at the University or in a public/private school classroom. Such cases may involve such issues as, integrity or ethical behavior, as well as personal qualities such as communication skills, the ability to get along with or motivate others, or the ability to conduct one's self in a manner appropriate to the profession.

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