

2024-2025
Unit Annual Report
Division of Academic Affairs
Unit: Education

Please submit by June 1st to the AVP for Institutional Research & Planning

I Mission and Goal/Outcomes Statement:

Provide overall Mission/Goal Statement for your unit.

The Education Unit at Fitchburg State University is committed to preparing knowledgeable, skillful, and culturally responsive educators that have a focus on inclusivity. We strive to prepare compassionate candidates that become reflective, ethical, professional, and socially responsible teachers, administrators, and counselors. Our programs focus on anti-racist pedagogy, and employ innovative technology to cultivate higher-level thinking and metacognitive skills, while acknowledging the value and benefit of divergent thinking. We support the community by offering both licensure and non-licensure programming that is inclusive of all students, including those with varying abilities and cultural backgrounds.

II Personnel:

List all staff and note all personnel changes that occurred during 24-25.

<u>Name</u>	<u>Position</u>
Sandra Herndon	Dean Administrative Assistant (12 months)
Carolyn Hughes	Department Administrative Assistant (12 month)
Lael Lavery	Department Administrative Assistant (10 month)
Jason Miles	Director of Accountability and Licensure
Lourdes Ramirez	Coordinator of Field Placements, Partnerships, and Recruitment
Glendaly Lopez	Coordinator: Future Educator Academy --Grant Position: Balfour
Rebbeka Farquharson	Coordinator: PIE (Program for Inclusive Education)--Grant Position: MAIPSE
Department of Higher Education grant fund	

Faculty from Education

Jescah Apamo- Gannon
Kimberly Bennet (one-year term for AY 2024-2025)
William Cortezia
Danette Day
Lynn D'Agostino
Karen DeAngelis
Felicia Farron-Davis
Dustin Halterman
Laurie Link
Joann Nichols
Denise Sargent (Department Chair)
Robert Shapiro
Annette Sullivan

Faculty and Staff From other Schools

Nermin Bayazit	Lisa Moison (Extended Campus)
Katharine Cavino-Poutasse	
Billy Samulak	
James Alicata	
Megan Krell	
Phillip Saisa	
Erin Macneal Rehrig	
Wendy Keyser	
Wayne Whitfield	
Becky Copper Glenz (Dean of SGOCE)	

III Facilities/Equipment:

List any new facilities/equipment/software etc. acquired during 24-25.

- **Math IXL software:** Supports student learning in the MTEL prep courses (General Curriculum: Test 2).
- **IXL Science:** Supports student learning in the MTEL prep courses.
- **Woodcock Johnson V. Software:** Assessment battery
- **Six ipads:** Accommodates use of the Woodcock Johnson assessment.
- **Tobii Pro Spectrum:** Eye tracker used by Dr. Robert Shapiro for his program.

IV Budget Expenditure Analysis:

Was the budget expended as planned? Were additions/changes made, and if so, explain.

The budget was expended as planned. All MTEL preparation instructors were compensated through the Academic Affairs (Provost's) budget. This line item has since been added to the Center for Excellence budget for the upcoming academic year (2025–2026). Academic Affairs also provided a stipend to one faculty member (Dusting Halterman) to coordinate the Paraprofessional to Pathway program.

V Programs/Activities:

List major campus activities, events etc. that the office participated in/supported; committees served; community outreach; etc. List events provided to current and prospective students. Also, provide professional development of all staff.

- **North Central Massachusetts P-20 Education Forum:**
Held in February, this forum featured a panel of legislators and representatives from DESE and DHE, who addressed key educational issues alongside regional superintendents and Fitchburg State University guests.
- **Superintendents' Breakfasts:**
Regular meetings were hosted with regional superintendents to address current needs and foster collaboration.
- **Educator Partners Meet and Greet:**
This annual event took place in April in Hammond Hall, where regional school districts met with graduating teacher candidates.
- **Senior Send-off Celebrations and Recognitions:**
Two celebrations were held in December and in May, honored our graduating students.
- **Community Days:**
Four "Community Day" lunch events were held throughout the academic year, open to all students, faculty, and staff. Lunch was provided by the Dean, with staff and faculty often contributing additional dishes or desserts. Attendance steadily increased, marking these events as highly successful.
- **Future Falcon Academy:**
Two one-week sessions were held on campus with a total of **110** students participating.

Program Dates	Participating School Districts	# of Participants	# of FSU Faculty involved	#FSU students involved
February 2025	Fitchburg, Leominster, Gardner	54	7 faculty, and Campus Police officers	18
April 2025	Fitchburg, Leominster, Ayer Shirley	56	8 faculty, and Campus Police officers	29

- **Future Educators Academy:**
Two full-day sessions took place at McKay, with a total of **138** students participating.

Program Dates	Participating High Schools	# of Participants	# of FSU Faculty involved
December 2024	Fitchburg, Leominster, St. Bernards	59	8
April 2025	Fitchburg, Leominster, St. Bernards	79	7

- **Kappa Delta Pi Induction Ceremony:**
High-achieving students were inducted into the KDP Honor Society, and several students and faculty members were recognized with awards for their service, leadership, and contributions to both KDP and the teaching profession.
- **RTAP Grant Award:**
Meetings were held with Martha's Vinyard (MV) School District leadership to explore a partnership for the RTAP (Registered Teacher Apprenticeship Program) a federal and state-funded initiative. A partnership with MV School District was formed, and the education unit was awarded the RTAP grant by DESE. This grant supports five school paraprofessionals who do not currently have teaching licenses to obtain a special education degree and teaching license from School of Education. The grant covers full tuition and educational materials. These students will be as a part of the 2025-2026 cohort of *Paraprofessional to Licensure Pathway Program*, coordinated by Dr. Dustin Halterman.
- **MAIPSE Grant Award for AY 2024–2025:**
The Education unit received the MAIPSE grant from the DHE, and hired a new coordinator for it. Our FSU program was renamed *PIE* (Program for Inclusive Education), instead of being identified by its grant name (previously called MAICE/ currently MAIPSE). The program currently serves six enrolled students. Under the new coordinator's leadership, the program is operating successfully and shows strong potential for growth.
- **Occupational Education Programs:**
The occupational education program joined the Education unit in April 2025. The program is currently Chaired by Dr. James Alicata.

Committees

Department Committees:

- Undergraduate Curriculum Committee
- Graduate Curriculum Committee

Education Unit Committees:

- **Partnerships and Field Experiences:** Focuses on strengthening relationships with partners and improving policies and procedures for field experiences.
- **Continuous Improvement/Assessment:** Oversees assessment data collection and analysis to support continuous improvement across the unit.
- **Candidate Success:** Addresses recruitment and retention of diverse students, and works to enhance advising and overall student success.

VI Action Plan Proposed for 2024-25:

Planned Initiatives for 2024-25	Associated Strategic Plan Goal & Strategy Goal # followed by Strategy # ex: 3.2 Or NECHE Projection	Indicate if a DEI initiative
Complete Curriculum Mapping and implementation into courses (syllabi) for the following: New state PSTs (Professional Standards for Teachers) to all UG and G licensure programs. New Early Literacy state requirements	Goal 4	X

Review and align the Guidelines for the Candidate Assessment of Performance to teacher prep forms and assure knowledge and skill coverage within courses and field experiences.	Goal 4	X
Complete the revision of the Lesson Plan Rubric for the Education Unit.	Goal 4	X
Complete the revision of the Candidate Disposition form to meet State and AAQEP requirements.	Goal 4	X
Determine benchmarks for the seminar courses at both the UG and G level.	Goal 4	X
Review the summer work done on the alignment of NCTQ standards for the UG and G elementary ed programs and make adjustments to appropriate syllabi.	Goal 4	X
Create New 5-year plan that aligns to the extended Strategic Plan	Goals 1-6	X
Update the Education Unit's Strategic Plan, being sure to align it with the current Strategic Plan.	Goals 1-6	X

VII Assessment Report for 2024-25

Were the Action Plan objectives met? ***Provide in list or table format that parallels item VI above.***

Planned Initiatives for 2024-25	Associated Strategic Plan Goal & Strategy Goal # followed by Strategy # ex: 3.2 Or NECHE Projection	Indicate if a DEI initiative	Actions / Completed
Curriculum Mapping and implementation into courses (syllabi) for the following: New state PSTs (Professional Standards for Teachers) to all UG and G licensure programs. New Early Literacy state requirements	Goal 4	X	Completed
Reviewed and aligned the Guidelines for the Candidate Assessment of Performance to teacher prep forms and assure knowledge and skill coverage within courses and field experiences.	Goal 4	X	Completed
The revision of the Lesson Plan Rubric for the Education Unit.	Goal 4	X	Completed
The revision of the Candidate Disposition form to meet State and AAQEP requirements.	Goal 4	X	Completed
Determined benchmarks for the seminar courses at both the UG and G level.	Goal 4	X	Completed
Reviewed the summer work on the alignment of NCTQ standards for the UG and G elementary ed programs and make adjustments to appropriate syllabi.	Goal 4	X	Completed and submitted
Proposed creation of a New 5-year plan that aligns to the extended Strategic Plan	Goals 1-6	X	Not initiated due to new leadership/ new upcoming strategic plan

Proposed update the Education Unit's Strategic Plan, being sure to align it with the current Strategic Plan.	Goals 1-6	X	Not initiated, due to new leadership/ new upcoming strategic plan
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VIII Other Accomplishments:

List accomplishments not already captured above.

1. Collaboration with SGOCE to Improve the Graduate Chair Structure:

In collaboration with the Dean of the School of Graduate Online and Continuing Education, we developed a plan to improve the existing Graduate Chair structure. The plan is currently under review by Academic Affairs for approval.

2. Completing Plans for Non-Licensure Program Assessment:

All undergraduate and graduate non-licensure programs that had not previously been reviewed and assessed have now developed assessment plans. These plans will be implemented during the 2025–2026 academic year.

IX Action Plan 2025-2026:

Planned Initiatives for 2025-26	Associated Strategic Plan Goal & Strategy Goal # followed by Strategy # ex: 3.2 Or NECHE Projection	Indicate if a DEI initiative
Explore funding opportunities, and complete and submit at last one proposal for a new initiative tentatively called, “McKay Body-Mind Program.” This proposed program aims to promote mental wellness of the students, faculty, and staff through information sharing and mental wellness activities.	Goals 1 & 4	
Complete Assessment of the non-licensure programs (undergraduate Education Studies, and graduate non licensure programs).		
Implement new Early Literacy Standards in preparation for program review. (DESE has issued new early literacy standards for Ed. preparation programs to implement before their program reviews).	Goals 1 & 2	
Implement new state PSTs (Professional Standards for Teachers) to all UG and G licensure programs.	Goals 1 & 2	
Implement approved recommendations of the Unit Committees proposed in 2024-2025: <ul style="list-style-type: none"> Revised lesson plans and rubrics Revised student dispositions and rubric New CAP guidelines 	Goals 1 & 2	

Updates to the Action Plan may be submitted via a revised Annual Report.

X Reflection:

Take this section to reflect on- initiatives that you may be considering for 25-26 academic year that you did not already capture above.

1. Sponsoring Annual Legislative Events on Campus:

The P-20 North Central Mass Education Forum was a successful event, taking place in February of 2025. Accordingly, I would like for my unit to sponsor and put together a similar annual campus event, which will bring law makers and educators together for a dialogue in the AY 2025-2026.

2. Improvement of Faculty Advising and Teaching:

Over the past year, some student had concerns regarding a couple of faculty members' advising and teaching practices. I have begun informal mentoring of these members to address concerns. Together with the Department Chair, we will continue working closely with faculty members to support improvements in teaching and advising.

3. Improvement of Faculty Scholarship:

Under the leadership of the Education Department Chair, we will be launching a program of mentorship to promote and support faculty scholarship activities.

4. Continuing to Build the Community Culture:

To foster a stronger sense of community, I introduced activities such as monthly *Community Days* to bring together faculty, staff, and students. These events have been well-received and popular within the Education and McKay communities. I plan to continue Community Days and introduce varied activities on those days the coming year.

5. Professional Development for Faculty and Staff:

One of my goals is to begin offering professional development opportunities for faculty per year, that are beyond what is typically provided by the university. These may include sessions on enhancing scholarship and publication, supporting student and faculty mental health, and fostering effective communication and dialogue. Such professional development is essential for strategic planning and advancing the vision of the School of Education. Designated funds are required for this initiative. Though, I am not positive, this will be an achievable goal for the AY 2025-2026, it will be something that I will work toward to make possible for my school.

2.) *Anything else not captured in this report that you would like to share.*