

Dispositions Issues Procedure

When a faculty member or supervisor becomes aware of a problem or issue related to the Candidate Dispositions Assessment, the following procedures apply.

1. Faculty member will notify the student (candidate) of a concern and will set up a meeting to review the dispositions. The student will be asked to complete Candidate Dispositions Self-Assessment form to bring to the meeting. The faculty member will bring the Candidate Dispositions Assessment form and documented evidence of concerns to the meeting. At that meeting the following will occur:
 - a. The student and faculty member will review the Candidate Dispositions Self-Assessment.
 - b. The student will be apprised of the specific deficiencies relative to the competencies required in the Dispositions document.
 - c. A plan will be devised for the student to correct the deficiencies.
 - d. A timeline for correction will be determined. The results of the meeting – deficiencies, plan, and timeline – will be summarized in writing and copies provided to the student, the strand or program coordinator, and the Dean and Assistant Dean of the College of Education; a copy will be placed in the student's file.
2. At the end of the determined timeline, the faculty member, strand/program coordinator, and student will meet to assess the progress. If sufficient progress has been made, it will be noted in writing and the student will continue on with coursework and program. Copies summarizing this meeting will be given to the student, the strand/program coordinator, the Dean and Assistant Dean; a copy will be placed in the student's file.
3. If the faculty member and strand/program coordinator feel that insufficient progress has been made, the Dean will hold a meeting with the student and the faculty member and strand/program coordinator. Faculty members will bring documentation of issues, observation reports, and updated observations to the meeting.
 - a. At that meeting all parties will affirm that the student will not continue on to the next phase of the program.
 - b. The candidate will be subsequently notified in writing that s/he will not be able to continue in the licensure program. Copies will go to the Dean of the College of Education, Dean of Students, strand/program coordinator and student file.