

Exhibit H
Cornell College
Candidate Dispositions Policy

The Chair of the Education Department will provide all Cornell College Education faculty members, and candidate teaching supervisors with a copy of the Disposition of Pre-Service Teacher Evaluation form. The dispositions addressed on the form and the dispositions policy will be discussed in all 200 level education courses. Specifically, the dispositions and the dispositions policy will be introduced and discussed in EDU 205, EDU 240, EDU 215 and EDU 230. The dispositions and dispositions policy will be revisited during elementary and secondary methods courses, during candidate teaching and EDU 483.

As a normal course of action, a formal review of the candidate's dispositions, as outlined on the Disposition of Pre-Service Teacher Evaluation, will be reviewed by the members of the Education Department three times during the candidate's progression through the three stages of Cornell College's Teacher Education Program: pre-methods, pre-candidate teaching, candidate teaching and EDU 483. The dispositions and the dispositions policy will be published on the Education Department's web site for easy access.

If a problem is identified by an Education Department faculty member, a Cornell College faculty member or the candidate's supervising professor, at any time during the progression through the Teacher Education Program, and not resolved through conferencing with the professor who has identified the issue, no designation will be noted on the Disposition of Pre-Service Teacher – Evaluation Instrument.

However, if the issue emerges again, at a later date, the candidate will be notified in writing and an appointment will be made at a convenient time for the parties to meet and discuss the concern(s). The candidate may invite her/his advisor to attend the meeting. If the outcome of the meeting is that a dispositional issue does exist, a list of remedial actions that the candidate agrees to follow will be articulated on the Disposition Course of Action form. The faculty member or candidate teaching supervisor and the candidate will sign the agreed course of action to be taken. A copy of the Disposition Course of Action form and any additional information the department or candidate provides will be included in the candidate's file and a copy of all documents will be provided to the candidate.

The original documents will be placed in the candidate's file in Diane Harrington's office in CH 103. The Disposition Course of Action plan must be completed by the candidate before the candidate can proceed to the next level in the program. Any failure to remediate the "Unmet" rating will preclude the candidate from completing the next level of the program or, in the case of stage 3, of earning teacher certification. All information in candidate's files is confidential.

If the faculty member or candidate teaching supervisor in consultation with the Chair of the Education Department determines that remediation is not appropriate because of the seriousness of the offense or the candidate has failed to address a previous remediation plan, then the Chair of the Education Department may recommend the candidate's dismissal from the Teacher Education Program. The candidate may appeal the decision following the appeal process outlined below.

If an incident of a serious nature occurs and requires immediate attention of the Chair of the Education Department, the faculty member or candidate teaching supervisor

and the candidate will be notified immediately and the preceding action will occur regardless of the number of previous offenses. The candidate will be suspended from continuing in the Teacher Education Program at Cornell College, which includes any activities related to teacher preparation until resolution of the issue. The candidate may appeal the decision following the process outlined below.

Appeal Procedures:

A candidate in the Teacher Education Program at Cornell College (200 level – 400 level courses) may appeal the decision regarding disposition violations by:

1. Writing a letter to the Chair of the Education Department outlining the objection within five class days of notification.
2. The letter will be transmitted to the Education Department faculty for review, discussion, and decision. The candidate may be present for the review, make an oral and/or written statement to the Department and choose another faculty member (outside of the Education Department to meet with the department members in making the decision. The decision will be communicated by the Chair of the Education Department to the candidate, the candidate's academic advisor, the Registrar, and the Vice President for Academic Affairs who is also the Dean of the College.
3. If the candidate rejects the decision of the Education Department faculty, the candidate may, within five class days, appeal in writing to the Vice President for Academic Affairs, Dean of the College.