

## HUMBOLDT STATE UNIVERSITY

Your Secondary Education (SED) application will be assessed by a committee of professors in your chosen subject area. They will conduct Subject Matter Departmental Review (SMDR), which may include an interview, presentation, and/or writing sample (depending upon your specific subject area). The SMDR committee will rank and select applicants for a SED departmental interview. **Only those applicants who pass Subject Matter Departmental Review will be considered for admission.** The SED coordinator will notify applicants of the SMDR results and schedule SED program interviews.

Department: PHYSICAL EDUCATION  
Subject Matter Departmental Review

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### Background

Based on California State University Executive order 547 departments responsible for a subject matter option program shall:

*Certify prior to admission of a student-to-student teaching, that the student has mastery of the subject matter appropriate to the credential objective and is prepared for student teaching.*

### Assessment Periods

Assessment will take place during mid-February to mid-March. For students who do not reside in the Humboldt State service area, assessment may occur at an alternative time. These candidates should request in writing an opportunity to undertake Subject Matter Departmental Review. A mutually convenient time will be determined for a three-hour assessment interview.

### Assessment Areas

Assessment includes four areas:

- I. Basic skills assessment includes a review of English 100 or equivalent and Mathematics general education courses.
- II. Subject matter knowledge will be assessed in the courses required in the Kinesiology major, teaching coaching option.
- III. Application of subject matter knowledge will be assessed by an interview designed to determine knowledge of teaching physical education.
- IV. Communication skills are reviewed through an oral interview and the portfolio.
- V. Senior seminar course requirements are included.

### **Written**

#### Procedures

The following procedures implement subject matter assessment:

#### Option A: CTC-approved Subject Matter Program

- Students enrolled in the Humboldt State University physical education subject matter option will be assessed for mastery of subject matter and preparation for student teaching in KINS 492 Senior Seminar. Students must pass this course with a minimum grade of B (B- is not acceptable). A student can pass the course and meet graduation requirements but not be eligible for admission to student teaching.
- In the KINS 492 Senior Seminar course students will complete an assessment interview. Prior to the interview (scheduled at mid semester) students will develop a portfolio of their work and scholarly achievements to include, but not limited to:

#### Minimum Requirements

Below is a list of minimum items that must be included in your portfolio:

- \* Teaching Philosophy
- \* Transcripts
- \* Three papers from Kinesiology Major Courses that demonstrate knowledge of the field of physical education.

- \* Two papers from General Education or Elective Courses that demonstrate written communication skills
- \* Resume
- \* Sample Lesson Plans
- \* Unit Plans

Below is a list of suggested items that may be included, but not limited to:

- \* Your honors, awards, and/or test results
- \* Letters of reference from volunteered or paid teaching experiences
- \* Unused handouts (not tests) that could be used in the classroom
- \* Student work samples
- \* Pictures (preferably shows you teaching, special events, bulletin boards, etc.)
- \* Your choice section (PE reform documents, thank you letters from students/parents, samples of coaching work, etc.)

The following criteria will be used when your teaching portfolio is evaluated:

<input type="checkbox"/>	√ Typed title page (under plastic cover on front)	Met <input type="checkbox"/>	Not Met <input type="checkbox"/>
	√ Typed spine title of 3-ring binder	Met <input type="checkbox"/>	Not Met <input type="checkbox"/>
<input type="checkbox"/>	√ Typed inside title page (same information as front)	Met <input type="checkbox"/>	Not Met <input type="checkbox"/>
	√ Typed table of contents	Met <input type="checkbox"/>	Not Met <input type="checkbox"/>
	√ Typed section explanations and captions where appropriate	Met <input type="checkbox"/>	Not Met <input type="checkbox"/>
	√ Typed tabs to divide sections	Met <input type="checkbox"/>	Not Met <input type="checkbox"/>
	√ Page protectors used for all pages	Met <input type="checkbox"/>	Not Met <input type="checkbox"/>
<input type="checkbox"/>	√ Free from spelling and grammatical errors	Met <input type="checkbox"/>	Not Met <input type="checkbox"/>
	√ Neatly organized using attractive colors	Met <input type="checkbox"/>	Not Met <input type="checkbox"/>
	√ Contains minimum requirements listed above	Met <input type="checkbox"/>	Not Met <input type="checkbox"/>

Students completing a subject matter program at another university will need to complete a portfolio as described in the previous section and will complete an assessment interview.

**Option B: CTC-approved Exam**

- Pass the CSET examinations in Physical Education.
- Students will complete a portfolio as described in the previous section.
- Students will complete an assessment interview.

**All required exams must be passed before beginning the SED program in August.**

Remediation

For those who fail the interview an appeal may be made to repeat the interview. The appeal should be presented to the Department Chair.

Interview Committee

The Academic Advisor, Credential Advisor, and one other faculty member from the Senior Seminar, majors course, or local school will comprise the Assessment Interview Committee.

**Oral**

The interview to assess application of subject matter knowledge will consist of predetermined set of questions related to effective teaching of physical education. Questions will be derived from the following topics:

- \* Describing how to teach specific skills.
- \* Describing the content of the CA Physical Education Framework.
- \* The scientific basis of physical activity.
- \* The social scientific basis of physical activity.
- \* Using technology in teaching.

SUBJECT MATTER DEPARTMENTAL REVIEW  
PHYSICAL EDUCATION

NAME \_\_\_\_\_

DATE \_\_\_\_\_

Directions: This form is to be completed by the assessment committee.

I. Basic Skills (Assessment Source: Transcripts in portfolio)

	Score	YES	(C?)	NO
English 100	_____	_____		_____
Math	_____	_____		_____

II. Subject Matter Knowledge (Assessment Source: Transcripts in Portfolio)

	Grade	YES		NO
Foundations	_____	_____		_____
Exercise Physiology	_____	_____		_____
Structural Kinesiology	_____	_____		_____
Biomechanics	_____	_____		_____
Evaluation Techniques	_____	_____		_____
Sociology	_____	_____		_____
Psychology	_____	_____		_____
Secondary Physical Education	_____	_____		_____
Elementary Physical Education	_____	_____		_____
Sports Management	_____	_____		_____
Athletic Training	_____	_____		_____
Adapted Physical Education	_____	_____		_____
Motor Development/Learning	_____	_____		_____
Senior Seminar	_____	_____		_____
Computers	_____	_____		_____
Theory of Coaching	_____	_____		_____
Fundamentals	_____	_____		_____
Field Experience	_____	_____		_____
Anatomy	_____	_____		_____
Physiology	_____	_____		_____

Is there a 2.67+ GPA?    Yes \_\_\_\_\_    No \_\_\_\_\_

Comments:

III. Application of Subject Matter (Assessment Source: Interview)

- Oral interview based on materials in portfolio and coursework in the subject matter program.

IV. Communication Skills (Assessment Source: Portfolio and Interview)

- Oral interview. Comment on whether the student uses oral communication skills well and communicates effective knowledge and application of subject matter.

V. Senior Seminar – KINS 492

- Pass course with a grade of B.

Student passes the SMDR                      YES \_\_\_\_\_                      NO \_\_\_\_\_

Date \_\_\_\_\_

Signature of Committee Members:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

If no, avenues for remediation:

SUBJECT MATTER DEPARTMENTAL REVIEW  
ORAL INTERVIEW

Student's Name \_\_\_\_\_

Date \_\_\_\_\_

Rating Scale: 1 = not passing  
2 = below average  
3 = average  
4 = above average  
5 = excellent

Directions: Circle appropriate rating for each category.

Category	Rating				
Correct Pronunciation	1	2	3	4	5
Clear Enunciation	1	2	3	4	5
Appropriate Pacing	1	2	3	4	5
Use of Vocal Variety	1	2	3	4	5
Appropriate Word Choice	1	2	3	4	5
Organization of Thoughts	1	2	3	4	5
Coherence of Thoughts	1	2	3	4	5

Comments: