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## Action

### *Professional Services Committee*

### **Initial Institutional Approval**

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**Executive Summary:** This agenda item presents ten program sponsors for initial institutional approval by the Commission.

**Recommended Action:** That the Commission take action to approve the ten county offices, school districts and agencies as institutions eligible to offer educator preparation in California.

**Presenter:** Teri Clark, Administrator,  
Professional Services Division

**Strategic Plan Goal: 1**

**Promote educational excellence through the preparation and certification of professional educators**

- ◆ Sustain high quality standards for the preparation and performance of professional educators and for the accreditation of credential programs

January 2010



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# Initial Institutional Approval

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## Introduction

This agenda item presents ten program sponsors for initial institutional approval by the Commission. These sponsors have been providing educator preparation in the area of Designated Subjects teaching credentials for many years. Since Designated Subjects programs are now integrated into the Commission's accreditation system, it is necessary for the Commission to take official action to acknowledge each of these county offices and agencies as an institution eligible to offer educator preparation in California.

## Background: Initial Institutional Approval of Ten Program Sponsors

As part of the April 2009 Commission Agenda item, *Update on the Implementation of the Commission's Accreditation System* (<http://www.ctc.ca.gov/commission/agendas/2009-04/2009-04-3H.pdf>), the issue of institutional approval for the local education agencies offering Designated Subjects educator preparation programs was raised. At that time the plan was to bring an information item, followed by an action item, to the Commission in summer 2009. But with the state furloughs, some work has had to be postponed and the issue of institutional approval for the local education agencies offering Designated Subjects programs was part of the postponed work.

Prior to 1995, institutions not previously approved to offer programs of professional preparation would submit a program proposal responding to the preconditions and standards of the Commission on Teacher Credentialing. If the institution was accredited by the Western Association of Schools and Colleges (WASC) or another regional accrediting body and if the response to the preconditions and standards was judged to be satisfactory, the Commission voted to give approval to the institution to begin offering one or more educator preparation programs.

With the adoption of the *Accreditation Framework* in 1995, the Commission made a distinction between "initial approval of institutions" and "initial approval of programs," as is described below.

## Adopted Procedures for Initial Institutional Approval and Initial Program Approval

An institution that wishes to offer a credential program in California and that has not previously been declared eligible to offer a credential preparation program must undergo a two stage initial approval process: 1) initial institutional approval, and 2) initial approval of programs as described below. The steps in the Commission's accreditation system were described in the Study Session presented to the Commission in June 2005. The agenda item may be found at: (<http://www.ctc.ca.gov/commission/agendas/2005-05/2005-05-6A.pdf>).

- 1) Initial Institutional Approval: The institution (program sponsor) that has not previously been declared eligible to offer credential preparation programs must submit an application to the Commission for initial institutional approval. The institution prepares a complete program proposal that responds to all preconditions, Common Standards and

appropriate Program Standards. The application is reviewed for compliance with the appropriate preconditions (such as regional accreditation [or governing board approval], identification of position responsible for oversight, non-discrimination procedures, completion of a needs assessment, involvement of practitioners in the design of the program, and agreement to provide information to the Commission). Once compliance has been established, the application is brought before the Commission for *initial institutional approval*. This stage determines only an institution's *eligibility* to offer an approved program.

- 2) Initial Approval of Programs: Once the Commission acts favorably on institutional approval, the *program* proposal is forwarded to the Committee on Accreditation (COA) for action. The program sponsor is required to respond to the appropriate credential program standards for each program the institution wishes to offer. These responses are reviewed by a panel of expert advisors, or in some cases, Commission staff, to determine the sufficiency of the responses. Once it is determined that the program proposal meets the Commission's program standards, the program sponsor is recommended to the COA for *initial program approval*.

Currently, agenda items are brought before the Commission when an institution or other sponsor that has not previously been declared eligible to offer educator preparation programs elects to submit a program proposal for approval. The institution prepares a complete program proposal that responds to all preconditions, Common Standards, and the appropriate program standards. The materials are reviewed for compliance with the appropriate preconditions (regional accreditation [or governing board approval], identification of position responsible for oversight, non-discrimination procedures, completion of a needs assessment, involvement of practitioners in the design of the program, agreement to provide information to the Commission, etc.). Once compliance has been established, the application is brought before the Commission for *initial institutional approval*. The institution's prospective program(s) must complete the review process and the individual program(s) must go before the COA for approval.

### **Designated Subjects Teacher Preparation Programs**

Local education agencies have been eligible to offer teacher preparation for Designated Subjects teaching credentials for a number of years. Title 5 regulations define the following entities as eligible to offer Designated Subjects educator preparation:

§80034(c) "Local Education Agency" (LEA) as it applies to designated subjects credentials, means any of the following categories of agencies which are authorized to develop, submit and implement a Commission-approved program of personalized preparation, as listed in Sections 80040.2, 80040.2.5 and 80042:

- (1) A California public school district or consortium of school districts;
- (2) A California county superintendent of schools office;
- (3) A California regional occupation program or center;
- (4) A California State Agency;
- (5) A Commission-approved teacher preparation institution.

The program standards for Designated Subjects programs were reviewed and adopted between 1993 and 1997. At that time all programs were reviewed initially. Designated Subjects educator

preparation programs offered by colleges and universities were included in the Commission's ongoing accreditation system while the programs offered by LEAs were not.

This discrepancy was addressed by the Committee on Accreditation and the Commission's Accreditation Study Work Group in its recent review of the accreditation system. As a result, the Commission adopted a policy statement in 2006 as part of the approval of the revised accreditation system that moved all programs leading to a credential or a certificate into the accreditation system. Since that time, a phase-in approach was necessary to implement this policy statement and to ensure that programs that were once "outside" of the accreditation taken were incorporated into the system. This integration of the various programs into the system has taken a number of years, but currently all programs, with the exception of subject matter programs, have now been incorporated into the accreditation system. As a result, the system is now a truly comprehensive system of accreditation of educator preparation programs in California.

Because the LEA based Designated Subjects programs were not originally in the Commission's accreditation system, unless the LEA offered another type of educator preparation program that did fall within the accreditation system, the sponsoring school districts, agencies and county offices of education were not required to be brought before the Commission for approval as institutions to offer educator preparation programs in California.

Appendix A lists all of the LEA's currently offering Designated Subjects educator preparation programs. Five of the fifteen sponsors of Designated Subjects preparation programs have already been approved by the Commission as institutions eligible to offer other educator preparation programs and have been providing one or more other educator preparation programs. The ten other sponsors have never been officially approved to offer educator preparation programs.

The programs have been reviewed for all appropriate Preconditions and program standards. By taking formal action at this time to grant these ten sponsors initial institutional approval, the integration of the Designated Subjects program into the accreditation system will be complete. Therefore this agenda item requests that the Commission formally grant initial institutional approval to the following county offices of education, school districts and other agencies:

1. Alameda County Office of Education
2. Butte County Office of Education
3. Contra Costa County Office of Education
4. Imperial County Office of Education
5. Kern County Office of Education
6. Sacramento County Office of Education
7. Sonoma County Office of Education
8. Ventura County Office of Education
9. Salinas Adult School
10. Santa Clara Unified School District

Each of these sponsors is now in an accreditation cohort and is participating in all accreditation activities: Biennial Reports, Program Assessment and Site Visits. The sponsors responses to the Commission's Common Standards, the appropriate program standards and Preconditions will continue to be reviewed as part of the Commission's routine accreditation activities.

**Recommendation**

Based upon a determination that the applicants have met all relevant Preconditions, Common Standards, and requirements staff recommends that the Commission grant initial institutional approval to the ten LEAs sponsoring Designated Subjects programs identified above.

## Appendix A

### Designated Subjects Local Education Agency Sponsors

Institution	Initial Institutional Approval Date	Accreditation Cohort
Alameda County Office of Education		Red
Butte County Office of Education		Orange
Contra Costa County Office of Education		Red
Imperial County Office of Education		Violet
Kern County Office of Education		Violet
Los Angeles County Office of Education	April 2006	Green
Sacramento County Office of Education		Indigo
San Diego County Office of Education	June 2005	Green
San Joaquin County Office of Education	July 2001	Indigo
Sonoma County Office of Education		Yellow
Santa Clara County Office of Education	April 2009	Red
Ventura County Office of Education		Indigo
San Diego Unified School District	July 2001	Green
Salinas Adult School		Violet
Santa Clara Unified School District		Yellow

### Prior LEA Sponsors of Designated Subjects Preparation Programs

Former LEA Sponsors of Designated Subjects Programs	Action	Date
Fresno County Office of Education	Programs moved to Fresno Pacific University	August 2009
Mendocino County Office of Education	Programs are moving to Sonoma County Office of Education	January 2010