



PROGRAM SPONSOR ALERT

Date: May 6, 2011

Number: 11-10

Subject: Transitioned Education Specialist and Other Related Services Credential Programs

Summary

In the Commission's current accreditation system, activities are distributed across the seven years of the accreditation cycle. Program Assessment is the activity where an approved program narrative is reviewed to assure alignment with the adopted program standards and this activity takes place in the fourth year of the accreditation cycle, two years prior to an accreditation site visit. This document clarifies the Commission's expectations related to program assessment for Education Specialist and Other Related Services Credential Programs since these programs are in a period of transition to newly adopted standards.

Background

Most Education Specialist and Other Related Services Credential programs offered by institutions in the yellow, orange, red and violet cohorts have not participated in Program Assessment due to the fact that the standards were under revision. The revised standards were adopted by the Commission between December 2008 and January 2010.

All Education Specialist and Other Related Services Credential programs are required to transition to the revised program standards between January 1, 2010 and September 1, 2011. Each transitioned program will be reviewed through the Program Assessment process after it has transitioned. Transitioned programs need to begin the Program Assessment process after one year of implementation of the program under the currently adopted standards. This timeframe will allow institutions an opportunity to refine their implementation of the new program such that their program document more accurately reflects the program being offered.

Program Assessment for Transitioned Programs

Each transitioned Education Specialist and Other Related Services Credential program must submit updated program narratives and supporting documentation (course syllabi) no later than twelve months after beginning to offer the transitioned program. Programs that transitioned in

January 2010 have been operating for more than one year and therefore Program Assessment documentation is due at this time for these programs.

Institutional Transition Date	Program Assessment Documentation Due
January 2010 - May 2010	May 2011- August 2011
June 2010 - September 2010	July 2011 - September 2011
October 2010 - December 2010	October 2011 - December 2011
January 2011 - March 2011	January 2012 - March 2012
April 2011 - July 2011	April 2012 - July 2012
August 2011 - September 2011	August 2012 - September 2012

Added Authorization in Special Education programs that were approved based on the program sponsor having a Level I Education Specialist program also need to complete Program Assessment one year after the program begins implementation. If an Added Authorization program completed the Initial Program Review (IPR) process prior to approval, then no additional Program Assessment needs to be completed after one year of operation. The next time the AASE program will be reviewed is with the institution at the next Program Assessment or accreditation site visit.

Program Assessment narratives and supporting documentation are reviewed by a pair of readers with expertise in the content area of the educator preparation program. For the Education Specialist and Other Related Services Credential programs it will be essential to have individuals, preferably members of the Board of Institutional Reviewers (BIR), sign up to review the Program Assessment documentation. Application materials for the BIR and the next BIR training are identified on the BIR web page. Current members of the BIR are encouraged to sign up to review the transitioned program beginning this summer.

If your institution is scheduled to participate in Program Assessment within two years of the transition date for the Education Specialist and Other Related Services Credential programs, then the transitioned programs should participate in Program Assessment with the other programs at the institution instead of submitting within the window identified above.

References

Program Assessment web page

<http://www.ctc.ca.gov/educator-prep/program-accred-assessment.html>

Program Assessment Submission Checklist:

<http://www.ctc.ca.gov/educator-prep/forms/2009-12-02-PA-submission-checklist.pdf>

Education Specialist and Other Related Services Credential Program Standards

<http://www.ctc.ca.gov/educator-prep/standards/Special-Education-Standards.pdf>

Board of Institutional Reviewers web page

<http://www.ctc.ca.gov/educator-prep/BIR.html>

Contact Information

For more information, please contact ProgramAssessment@ctc.ca.gov.