

# **Update on the Implementation of the Accreditation System**

## **Professional Services Division**

**May 1 & 2, 2008**

### **Overview of this Report**

This report provides an update on the implementation of the accreditation system.

### **Staff Recommendation**

This is an information item only. COA discussion and input will provide staff with additional information, clarification for the field, and guide the ongoing technical assistance activities to support implementation of the Commission's revised accreditation system.

### **Background**

Staff has been working to implement the revised accreditation system. A variety of activities have taken place to support institutions in the transition to the revised accreditation system. Activities have taken place to support implementation of the system for the activities of 2007-08 and support activities have begun for the accreditation activities that will take place in 2008-09.

### **Biennial Reports**

A total of four technical assistance meetings on the biennial report process were held – two at the Commission offices, one at the University of LaVerne, and one at Loyola Marymount University. These meetings introduced programs to the Biennial Report template, provided information on sample responses from those who piloted the template and gave additional details through the Frequently Asked Questions handouts. In addition, time was given at each of the meetings for participants to be grouped into “like” programs so that they might discuss issues particular to their credential area. Materials from the Technical Assistance meetings have been posted on the Commission website. To date there have been approximately 140 individuals representing 40 program sponsors who have attended Technical Assistance meetings.

In addition, all but a few institutions have responded to the Commission about the date they have chosen to submit their biennial report in 2008. A few institutions have chosen August, but the vast majority of institutions have chosen either October or December 2008.

Staff continues to add to the biennial report webpage to assist institutions. This page can be found at: <http://www.ctc.ca.gov/educator-prep/program-accred-biennial-reports.html>.

Additional technical assistance meetings are planned for fall 2008 to support programs participating in the Biennial Report in 2008-09 and 2009-10.

### **Program Assessment**

Program Assessment documents from the Yellow cohort are still arriving and reviews have begun. So far 12 of the 19 institutions have submitted their program documents. Arrangements have been made with those institutions with outstanding documents. The process of review has not gone as quickly as anticipated. It will be important to establish review dates and teams earlier next year to get feedback to the programs within the Commission's established

timelines. Also, more information on how to write and submit the program assessment document will be shared at the Technical Assistance meetings and added to the website <http://www.ctc.ca.gov/educator-prep/program-accred-assessment.html>.

To assist the institutions in the Orange and Red cohorts, four Technical Assistance meetings have been scheduled throughout the state and will take place in the second and third weeks of April. These meetings have been targeted to the Orange and the Red cohorts because those institutions have Program Assessment documents due in 2009 and 2010. There are over 50 individuals registered at this time. They represent 14 of the 17 institutions in the Orange cohort.

### **Site Visits**

The site visits for 2007-08 are continuing to take place. Six accreditation reports are on the agenda for this COA meeting and an additional seven reports will be presented at the June 2008 meeting. 2007-08 Technical Assistance Site Visits will be held at Touro University from June 22-25 and William Jessup on April 29-May 1.

There are 15 site visits scheduled for the 2008-09 year, the institutions in the Green cohort. All the review dates have been established and CTC consultants assigned to each institution. The visits in 2008-09 will utilize the Commission's revised Common Standards. Staff consultants are in the field throughout this spring holding Year-Out Pre-Visits for the Spring 2009 site visits. The site visit schedule is attached as Appendix A.

### **BIR Training**

A third BIR training in 2007-08 will be held from June 22-25, 2008 in Sacramento. Each institution is being encouraged to have at least one faculty member trained for the BIR. In addition, faculty with areas of expertise in special education and the pupil personnel services credential areas are being sought.

### **Development of the Accreditation Handbook**

Staff is working on the Accreditation Handbook. Unlike the past handbooks, this handbook will be primarily web-based. As implementation of the system continues, the handbook will be updated to add new information so that program sponsors might have the most recent items that will assist them in accreditation activities such as: templates, sample reports, feedback from other institutions, etc. The Handbook will also be able to be downloaded in a more traditional Handbook form for reference. A separate agenda item focusing on the Accreditation Handbook is on this agenda.

### **California Council on Teacher Education (CCTE)**

The theme of the spring 2008 Cal Council was "Got Accreditation?" Staff participated in the planning for the conference and many of the sessions.

“Accreditation: The State Policy Perspective”

“Revised California Accreditation System: Voices from the Field”

“Revised Common Standards”

“Do's and Don't's of Accreditation Visits”

The State Policy Perspective was a panel composed of COA member Irma Guzman Wagner, former COA member Diane Doe, and CTC staff members Larry Birch and Teri Clark. The Voices from the Field session included Commission staff members Teri Clark, Jo Birdsell, and Cheryl Hickey as well as participants who had piloted Biennial Reports, developed Program Assessment documents, or had been on the first reading team for Program Assessment documents. The Do's and Don'ts of site visits session included an experienced Team Leader and an Accreditation Coordinator for a Site Visit. The combination of staff and practitioners blended theory and practice for the conference attendees.

#### NCATE Partnership Clinic

Commission staff members Teri Clark and Cheryl Hickey will travel to St. Louis, Missouri to attend the annual NCATE Partnership Clinic on May 14-16, 2008. This conference provides a good opportunity to learn more about NCATE's processes, changes in procedures NCATE may be implementing or considering, and to discuss our new state system with other state officials.

**APPENDIX A  
2008-2009 Site Visits**

**All visits will take place from Sunday –Wednesday of the listed week (NCATE Sat-Wed)**

<b>Visit Dates</b>	<b>Institution</b>	<b>Consultant</b>
2/01/09 – 2/04/09	Fresno COE	Helen Hawley
3/01/09 – 3/04/09	California Lutheran University –NCATE	Jo Birdsell
	Patten	Marilynn Fairgood
3/08/09 – 3/11/09	Simpson	Joe Dear
	Mills	Terry Janicki
3/15/09 – 3/18/09	Western Governors	Terry Janicki
	San Diego COE	Cathy Creeggan
3/22/09-3/25/09	Notre Dame de Namur	Jan Jones Wadsworth
4/05/09 – 4/08/09	Westmont	Rebecca Parker
4/19/09– 4/22/09	CSU, East Bay –NCATE	Cheryl Hickey
5/03/09 – 5/06/09	CSU San Bernardino –NCATE	Teri Clark
	San Diego USD	Nadine Noelting
5/11/09 – 5/14/09*	CSU, Channel Islands	Cheryl Hickey
5/10/08 – 5/13/08	High Tech High	Rebecca Parker
5/17/09 – 5/20/09	Los Angeles COE	Helen Hawley

\* This visit will take place from Monday through Thursday due to the Mother's Day Holiday

**Technical Assistance Site Visits 2008-09**

Santa Barbara County Office of Education  
Standards Aligned Instructional Leadership (SAIL)  
ASCA/SCNTC

Administrative Services  
Administrative Services  
Administrative Services