

COMMISSION FOR TEACHER PREPARATION AND LICENSING

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OFFICE OF THE EXECUTIVE SECRETARY

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Coded
Correspondence*



2 August 1982

TO: Deans and Directors of Teacher Education
 FROM: John F. Brown, Executive Secretary
 SUBJECT: Clarification of Off-Campus Policy

Coded Correspondence 81-8238, dated 21 June 1982, informed the field (in part) that:

...no off-campus programs are to be initiated, beginning September 1, 1982, until the Commission has reviewed and adopted new policy and procedures dealing with such programs.

The Commission staff has been receiving a number of calls seeking clarification of this coded correspondence, and the purpose of this communication is to provide general clarification.

The most common questions which have been received are as follows:

- Coded Correspondence 81-8238 defines "Initiated" as to mean "new enrollment of new candidates into programs during 1982-83".

Question: Does this mean "new enrollment" into existing programs or initial enrollments into programs begun after September 1, 1982?

Answer: The focus of this statement is upon new programs i.e., programs of off-campus preparation offered at an off-campus site which has not had that program previous to September 1, 1982. It is recognized that to prohibit the enrollment of new candidates into existing programs could effectively result in those programs having to close down due to fiscal considerations, thus adversely affecting those candidates already enrolled in the program.

- The coded correspondence defined "off-campus" to mean:

"...any credential program and/or course of study designed to meet credential requirements, provided through Extension Services, Continuing Education, or through any delivery service other than through the institution's on-campus facilities and staff."

Question: Does this apply to programs which are located at a local school district, but which are totally staffed by regular institutional faculty?

Answer: Such instance described would constitute an off-campus program, and as such should not be initiated at a new site beginning September 1, 1982. However, where the program has been in operation, the program may continue.

Question: We wish to offer new programs this fall, through University Extension. At our institution we only offer our extension programs on-campus, using faculty approved by the University. May we begin new programs since this is not an off-campus situation?

Answer: No; to have Commission approval you may not initiate a new program beginning September 1, 1982. The concept of "Extension" is tied closely to the overall concerns affecting "off-campus" programs. It appears that delivery systems, within Extension Services, are not necessarily standardized and thus the policy applies to all Extension programs. The level of concern with existing Commission policies for off-campus programs preclude making at this time, approval/disapproval decisions on an individual institution basis.

Question: We have been in the process for the past year of developing a new program (and perhaps have even had discussions with Commission staff). We have students enrolling. Does the Commission statement apply to us?

Answer: Yes. The Commission deliberately chose the September 1, 1982 date so as to attempt to minimize such incidents. While it is recognized that there are many worthwhile programs being offered off-campus, there have also been some definitive indicators that not all programs meet desirable standards of quality control. Lacking specification as to acceptable standards for the approval of off-campus programs, and not presently having a viable system for auditing such programs, it appears critical that the Commission implement the type of action it took; i.e.: (a) halt the spread of new programs, while allowing existing programs to continue; (b) conduct a formal study of the overall off-campus program situation; and (c) develop defensible and realistic standards for the approval of such programs.

However, in the relatively few instances where an institution has been in communication with Commission staff in the development of off-campus programs, these may be eligible for approval for September since such communication would be generally viewed as having provided encouragement to the institution. These will be handled on a case-by-case situation.

It is hoped that any inconvenience will be short-lived, and that such temporary inconvenience will be offset by the establishment of procedures and standards which provide assurance for preventing and eliminating abuses which do occur. The moratorium on new off-campus programs is expected not to exceed the 1982-83 academic year.

Should you have any additional questions, please feel free to contact Dr. Robert Kane (916) 324-2450 (ATSS 454-2450).