

Teacher Education Accreditation Council (TEAC): DRAFT Alignment Matrix and Agreement for Discussion

January 2010

Overview of this Report

The agenda item continues the discussion about the Teacher Education Accreditation Council (TEAC) and its accreditation procedures. TEAC is recognized by the Council for Higher Education Accreditation (CHEA) and the U.S. Department of Education as one of two national entities that accredit educator preparation institutions. The Commission's accreditation policies allow the Commission to partner with any federally approved national accrediting body for education preparation. While the Commission has had a partnership agreement with the National Council for Teacher Education (NCATE) for a number of years, it does not currently have a similar agreement with TEAC. Until recently, no educator preparation institution had requested national accreditation by TEAC.

In the spring 2009, Chapman University requested that the Commission work with TEAC to allow Chapman to seek both TEAC and Commission accreditation through one set of accreditation activities, similar to the joint process between CTC and NCATE. The purpose of this agenda item is to provide the COA the updated draft of the agreement for discussion and possible adoption.

When TEAC and the Commission have an agreement in place, the agreement specifies that each institution that would like to work with both TEAC and the Commission will need to submit a proposal to the COA describing the manner in which the institution will combine the accreditation activities to meet the requirements of TEAC and the Commission (see #5 of the draft agreement). At this time, only Chapman University has indicated its intention to work with both TEAC and the Commission.

Staff Recommendation

That the COA take action to approve the *Agreement for Conducting California Educator Preparation Program Approval and Accreditation in conjunction with the Teacher Education Accreditation Council* and ask staff to have Executive Director Janssen enter into a two year agreement with TEAC.

Background

The agenda item presented at the May 2009 COA meeting (<http://www.ctc.ca.gov/educator-prep/coa-agendas/2009-05/2009-05-item-17.pdf>) provided background information about TEAC and its accreditation system. Staff met with a representative of TEAC in early June 2009 to discuss and develop the first draft of an agreement. The draft was presented to the COA in June 2009. Included in this agenda item is a revised draft agreement (Appendix A) that would allow an institution to work with both accrediting agencies in one set of accreditation activities.

The meeting with TEAC allowed staff to develop an initial draft alignment matrix. At the June 2009 COA meeting (<http://www.ctc.ca.gov/educator-prep/coa-agendas/2009-06/2009-06-item->

[16.pdf](#)), the COA reviewed the draft alignment matrix and provided feedback to staff. Based on direction from the COA, staff worked with a subgroup of the COA to review the draft alignment matrix. The updated alignment matrix was posted prior to the August COA meeting and sent to all COA members for review. At the August meeting, the COA discussed the draft alignment matrix and draft agreement further.

The current draft of the TEAC-CTC agreement is provided with language that defines how the accreditation activities required by both TEAC and the Commission could be satisfied through one set of accreditation activities. It is staff's recommendation that once an agreement with TEAC has been reached on the basic structure of joint accreditation activities, each institution would still need to present a proposal on its specific plan to merge TEAC's and CTC's accreditation activities. The COA would review each proposal and take action on the proposed activities.

The Commission's legal counsel has reviewed the draft agreement, finds the agreement to be acceptable and is recommending the Executive Director sign the agreement if the COA takes action to adopt it. By taking action on the TEAC-Commission agreement at this time, Chapman University will be eligible to continue its progress towards meeting the requirements for both TEAC and Commission accreditation.

Next Steps

If the COA takes action to approve the agreement, staff will work with the Executive Director of the Commission and TEAC to get the agreement executed. Staff will continue to work with TEAC to fine tune the plans for concurrent accreditation site visits and report back to the COA.

Appendix A

AGREEMENT FOR CONDUCTING
CALIFORNIA EDUCATOR PREPARATION PROGRAM APPROVAL
and ACCREDITATION in conjunction with
the TEACHER EDUCATION ACCREDITATION COUNCIL

California Commission on Teacher Credentialing (CTC)
California Committee on Accreditation (COA)
Teacher Education Accreditation Council (TEAC)

As a means for ensuring that all institutions and other agencies in California offering professional educator preparation programs approved by the CTC at the undergraduate and/or graduate level(s) are meeting the California Common Standards and the appropriate program standards, pursuant to *Education Code 44372* and set forth in the *Accreditation Framework: Educator Preparation in California 2007*, programs must participate in the CTC's accreditation process. The purpose of the CTC's review is to assure the public and profession that educator preparation programs are adhering to standards established by the state, providing high quality preparation, and engaging in on-going program improvement.

The on-site visit for state accreditation will be conducted by the CTC and may be undertaken as a review in collaboration with TEAC. TEAC accreditation of the overall educator preparation program and accreditation of individual credential programs (called "program options" in the TEAC system) may be conducted at the same time. For those educator preparation programs that opt to seek TEAC accreditation, this agreement outlines the requirements of a concurrent review and audit leading to both California state accreditation and to TEAC national accreditation.

1. TEAC will serve as a partner in California's accreditation of the professional educator preparation programs for those California programs that elect to affiliate with TEAC. The CTC will serve as the contact and coordinating agent for the state.
2. TEAC accreditation will not substitute for CTC accreditation however the concurrent process will allow interested institutions to prepare for one set of accreditation activities that serve two distinct purposes: CTC and TEAC accreditation. This one set of activities will allow for institutional efficiencies in that one set of data collection, analysis, and program improvement activities will meet the requirements of two accrediting bodies.
3. TEAC will require that *Inquiry Briefs* or *Inquiry Brief Proposals* from California educator programs include evidence that adequately supports the program's claim that it meets the California Common Standards and the appropriate program standards.
 - The institutional claims must be research-based and responsive to California's adopted standards and curriculum frameworks.
 - The institutional claims must provide direction for programs courses, teaching, candidate performance and experiences.
 - Instructional personnel and relevant stakeholders must be actively involved in the organization, coordination, and governance of all preparation programs.
 - The institution must have a process to monitor the credential recommendation process.

- The institutional claims must document that faculty and instructional personnel have current knowledge in the content they teach and of California's public schools.
 - The institution must show how it regularly evaluates the performance of course instructors and field supervisors, recognizes excellence, and retains only those who are consistently effective.
 - The institutional claims must address field experience as is defined in Common Standard 7: Field Experience and Clinical Practice and Standard 8: District-Employed Supervisors.
4. The CTC will receive all documents associated with the TEAC audit, including the *Inquiry Brief or Inquiry Brief Proposal*, the *Audit Report*, the *Accreditation Panel Report* and the *Accreditation Committee Decision*.
 5. In addition to the California-TEAC Agreement, each California institution that elects to participate in concurrent CTC-TEAC accreditation activities must submit a brief proposal to the COA. The proposal must provide evidence to the COA that the Inquiry Brief or Inquiry Brief Proposal as designed by the institution will address both the CTC's Common Standards and the appropriate Program Standards. Institutions may use the Common Standards-TEAC alignment matrix as the basis for the institutional proposal. The approval from the COA should be sought a minimum of 24 months prior to a scheduled CTC-TEAC audit and an *Institution, TEAC and CTC Agreement* will be agreed to by all three parties.
 6. TEAC audits will incorporate information from the institution's educator preparation credential programs (program options); this includes, but is not limited, to teacher education, counselor education, administration and supervision, and other professional educator preparation programs. All educator preparation programs leading to initial or advanced professional credentials offered by that institution, but not selected for TEAC accreditation review, must seek approval from the CTC following state procedures. The accreditation of a credential program by TEAC does not substitute for state review.
 7. Institutions and agencies selecting TEAC accreditation will confirm the dates of each TEAC audit with the CTC before submitting dates to TEAC in order to facilitate scheduling of CTC staff for all accreditation audits. Continuing audits will be scheduled according to California's seven year accreditation cycle and TEAC's timetable for accreditation. CTC reserves the right to schedule a visit to a TEAC-accredited institution if it deems a visit necessary.
 8. Institutions and agencies selecting TEAC will pursue program accreditation according to TEAC'S accreditation categories, guidelines, and terms as defined in the California-TEAC Agreement. On occasion, after review of the institution's Inquiry Brief or Inquiry Brief Proposal, the COA may decide that the institution should complete one or more of the Commission's accreditation activities in addition to the TEAC activities.
 9. Institutions will prepare a single *Inquiry Brief or Inquiry Brief Proposal* in the format specified by TEAC and send a copy to TEAC and CTC. The documents will include evidence that TEAC's Quality Principles and Standards for Capacity have been met as well as provide evidence that California's Common Standards and the appropriate program standards have been met. The TEAC auditors will verify the evidence used to support the program's claims that it has met the appropriate state standards in addition to verifying other evidence that pertains to TEAC's quality principles and standards.

10. Members from California's Board of Institutional Reviewers (BIR) will work with the TEAC auditors during the site visit, but will meet separately to make decisions related to all California program and Common Standards. The members of the BIR will also make an accreditation recommendation as defined in the adopted Accreditation Framework.
11. TEAC auditors and representative(s) from California's BIR will be appointed according to their respective guidelines and will make up the concurrent audit/site visit team. A CTC representative shall serve as a point-of-contact to TEAC during the TEAC audit. Additional CTC representatives may be added to the TEAC audit teams as observers and/or consultants. The CTC representative may provide California contextual information during the audit process.
- CTC representatives may attend the training workshops for TEAC auditors and/or the training of the institution or agency staff, with no training expense charged to CTC. CTC will be responsible for the travel expenses of its representative(s) for such training. The CTC will be responsible for ensuring that audit team representatives from California's BIR are adequately prepared to serve as audit team members. TEAC will provide feedback on the BIR audit team members' understanding and performance for each audit.
12. The audit report will be utilized by TEAC and follow the usual accreditation process at the conclusion of the visit. The report from the CTC site visit team will be presented to the COA at the scheduled meeting and follow the processes described in the Accreditation Handbook. The table below summarizes the activities in each accreditation system.

Sequence of Accreditation Activities	
Commission on Teacher Credentialing	Teacher Educator Accreditation Council
Institution prepares for the site visit	
Site visit is held (Sunday-Wednesday): <ul style="list-style-type: none"> • Interviews and document review • Site visit team makes decisions on all program and Common Standards • Site visit team develops an accreditation recommendation • Site visit team writes the accreditation report 	Audit is held (Sunday-Wednesday): <ul style="list-style-type: none"> • Interviews and document review • Audit team writes the Audit Report
Report is presented to the Committee on Accreditation (COA) COA reviews the report, hears from the institution and the team lead. COA makes the accreditation decision	Audit report is used to develop the Case Analysis
	Case Analysis is presented to the Accreditation Panel along with the Inquiry Brief hears the case and makes an accreditation recommendation
	Accreditation Committee reviews all materials and makes an accreditation decision
Institution may appeal based on the process	Institution will accept decision or appeal
Reports are submitted to the Commission over the next seven years as required by the	Annual reports are submitted to TEAC

Sequence of Accreditation Activities	
Commission on Teacher Credentialing	Teacher Educator Accreditation Council
accreditation system.	

13. The *Institution, TEAC and CTC Agreement* defines annual reports that will be submitted to TEAC and if additional information must be submitted to the Commission.
14. The institution shall cover all travel and maintenance expenses for the TEAC auditors according to TEAC guidelines. CTC will cover all travel and maintenance expenses for the BIR team members(s), CTC representative(s), and any state observer(s).
15. This partnership agreement shall be for an initial period of two years (February 1, 2010 through January 31, 2012) and may be modified by agreement of the two parties during that time, if deemed to be necessary. The intention of this agreement is to have an ongoing partnership with TEAC.
16. The terms of this agreement have been reached by mutual consent and have been read and understood by the persons whose signatures appear below. The parties agree to comply with the terms and conditions of the plan as set forth herein.

Frank B. Murray
 President, Teacher Education Accreditation Council

Date

Dale Janssen
 Executive Director, Commission on Teacher Credentialing

Date