Report of Program Accreditation Recommendations
June 2019

Overview
This report provides a summary for institutions requesting approval for new programs.

Staff Recommendation
That after discussion with the program sponsors and after review of the BIR review of the program as well as documentation from the institution submitting the proposal, the Committee on Accreditation grants initial accreditation for the following programs.

Clear Administrative Services Credential
San Luis Obispo County Office of Education
The review feedback form on the proposed program is included as an appendix to this item:
Appendix A.

The San Luis Obispo County Office of Education (SLOCOE) Clear Administrative Services Credential (CASC) program serves new administrators primarily in San Luis Obispo County, although it may serve candidates from surrounding counties. The program is designed to provide candidates face to face coaching with a successful, credentialed administrator, professional growth based on the California Professional Standards for Educational Leaders (CPSELs), Individual Induction Plans, small group job-alike meetings, and opportunities to engage in work with diverse groups. Coaches meet individually with candidates 40 hours each year, including the coach observing the candidate at work and providing growth-oriented feedback. Coaches gather monthly with the Induction Director for professional development to maximize their impact on candidate success. Candidates self-assess in relationship to the CPSELs three times during the program to identify strengths and challenges. Candidates specify areas of growth through each of the six Individual Induction Plans (one for each CPSEL) and use those areas to choose from a menu of Performance Tasks to support his or her growth. Coaches self-assess and set goals for improving their coaching practice. Upon completion of the two-year program, candidates have documented advancement in each of the CPSELS, reflecting competence in the administrative knowledge and dispositions required for highly effective educational leadership. (See agenda insert for full program proposal).

Bilingual Authorization: Spanish
Fresno Pacific University
The reviewer feedback form on this proposed program is included as an appendix to this item:
Appendix B

The Fresno Pacific University (FPU) Division of Teacher Education proposes to offer the California Bilingual Authorization (BILA) as an added authorization to both qualified current credential students and qualified post-credential teachers returning to FPU to add to their teaching certification. The program has been developed to meet the growing need for bilingual educators in the Central Valley, in consultation with local school district leaders, in particular

with districts who are developing or expanding their dual language programs. The program consists of four courses that are designed to meet all the Bilingual Authorization standards, and to emphasize knowledge, skills and abilities in language, literacy and culture needed in the dual language instructional environment. One of the four courses may be waived by successful completion of the CSET World Languages Subtests III and V; the other two courses will be required for all candidates as they include supervised fieldwork in a bilingual setting and focus on bilingual methods and biliterate practices. Candidates will be assigned an advisor after entering the program and will undergo a brief oral and written language evaluation as part of the admissions process.

Candidates will be assessed in all courses on the standards associated with each one, through written and researched assignments, lesson plans, observations of fieldwork, in both English and Spanish. One of the courses will be taught entirely in Spanish to meet the requirements of program standard 6. Continuous improvement of the FPU BILA will be guaranteed though integration of program data into the Division of Teacher Education's well developed and systematic process of ongoing data collection and analysis for continuous improvement. Data sources will include candidate evaluations of instructors and mentors upon the completion of each course/fieldwork placement as well as a program completer survey evaluating support services and fieldwork placements. The coordinator of the Bilingual Authorization will invite community stakeholders to the annual convening of the Division of Teacher Education Advisory Committee to discuss the effectiveness of the program.

Appendix A
San Luis Obispo County Office of Education
Clear Administrative Services Credential

Initial Program Preconditions

Status	Precondition
More information needed Aligned	Initial Program Precondition 1: **Demonstration of Need** Please provide assurance by a sample of school administrators that one or more school districts will hire or assign additional personnel to serve in the credential category.
More information needed Aligned	Initial Program Precondition 2: **Practitioners' Participation in Program Design** Membership list not attached. Provide meeting minutes or agenda for verification that practitioners participated in the program design.

Clear Administrative Services Preconditions

Status	Precondition
More information needed More information needed Aligned	Precondition 1: **Possession of valid California Preliminary Admin Services Credential** Please provide • a short description of the process San Luis Obispo COE will use to verify eligibility. Addressed • the communication given to the candidate showing notification they are to submit evidence for this precondition. Addressed • the template of the tracking document you will use to monitor each year's candidates, to demonstrate compliance with this precondition. Need permission to access
More information needed More information needed Aligned	Precondition 2: **Verification of offer of employment** Please provide • a short description of the process San Luis Obispo COE will use to monitor your candidates' employment. Addressed • the form/template you will use for each candidates' offer of employment. Addressed • the template of the tracking document you will use to monitor each year's candidates, to demonstrate compliance with this precondition. Permission needed to view
More information needed	Precondition 3: **Individualized Induction Plan** Please provide • the document you use to verify the program, the employer, and the candidate all have input into the development of the IIP. Addressed

Status	Precondition
More information needed Aligned	• the template of the tracking document you will use to monitor each year's candidates, to demonstrate compliance with this precondition. There was no program-level document showing the sponsor tracked each cohort group. Please explain how you will track any given cohort or group
More information needed More information needed Aligned	Precondition 4: **Administrative Experience Requirement** Please provide • the form used by districts to show candidate's PAST two years' experience completed and verification of full-time service. Need permission to review it • a short description of the process San Luis Obispo COE will use to verify two years of full-time employment for each candidate. A description of the process is not included. Who will be responsible for monitor this requirement and report its status before a recommendation is made? (4-16 there is no mention of who or how experience is tracked). • the template of the tracking document you will use to monitor each year's candidates, to demonstrate compliance with this precondition. Did not see a program-level document where the sponsor would track a given cohort or year
More information needed Aligned	Precondition 5: **Completion of Commission-approved Clear Admin Services Credential Induction program-based on Admin Services Credential Program Standards** Please provide • a short description of the process San Luis Obispo COE will use to verify that the candidate has completed all necessary components of the program being recommended for the credential. Addressed • any documentation you use to verify candidates have completed the program. Addressed • a program-level tracking/monitoring maintained annually for your candidate pool. Addressed

Initial Program Common Standards Response

Status	Standard
Needs more information Needs more information Aligned	Standard 1: Institutional Infrastructure to Support Educator Preparation ***Questions, Comments, Additional Information Needed:*** Link to org chart requires sign in to Google, please make accessible. The org chart must include the unit/division where the program will be housed, it includes the name and title of person in charge or program. Provide documentation how the institution determines faculty and instructional personnel (beyond the program director) are qualified to teach,

Status	Standard
	provide PD, supervise, etc. Provide the criteria (job descriptions) the institution uses to determine that faculty, providers, etc. are qualified. Director job description links to the org chart, please update link.
Needs more information Needs more information Aligned	Standard 2: Candidate Recruitment and Support ***Questions, Comments, Additional Information Needed:*** Candidate eligibility requirements not attached. Provide links to candidate materials (timeline, handbook, etc.) that show how and when candidates receive program and academic information. The attachment provided does not include a handbook or timelines for candidates. Please provide. Link provided requires Google sign in; however information reviewed by SLO website. What are the supports to be provided to candidates who are struggling (by coach and program director)? How will candidates be guided and supported. The response did not address the supports to be provided.
Needs more information Needs more information Aligned	Standard 3: Course of Study, Fieldwork and Clinical Practice ***Questions, Comments, Additional Information Needed:*** Please provide a response to the areas left blank in the template. Please respond as it applies to the administrative services induction program. Provide links to seminar materials to show how the institution will ensure candidates are provided opportunities to experience issues of diversity. Link to the sample agenda is not accessible, please provide access. The response did not provide how the institution will ensure supervisors (coaches) are evaluated in a systematic manner.
Needs more information Needs more information Needs more information Aligned	Standard 4: Continuous Improvement ***Questions, Comments, Additional Information Needed:*** How will the data collected be used at the unit level to identify program and unit effectiveness? Provide links to feedback collected. Information provided about research firm who will assist with feedback but the response did not indicate how the data (and feedback) will be used to identify unit and program level effectiveness. Provide sample links to the feedback instruments to be used. How will the institution oversee the effectiveness of the program in relation to the course of study offered, fieldwork and clinical practice, and support services for candidates? Is the information with strike-out text no longer applicable? The response does not provide what feedback will be collected and how it will be used? It isn't clear who is providing analysis for program improvements-the research firm or program? The types of feedback to be collected were not provided, please provide.
Needs more information Aligned	Standard 5: Program Impact ***Questions, Comments, Additional Information Needed:*** Provide links to the assessments (self-reflection, Individual Induction Plan, Performance Tasks). Assessments found in program standards

Report of Findings
Clear Administrative Services

Status	Standard
Aligned	Standard #1: Program Design and Rationale ***Questions, Comments, Additional Information*** ***Needed***: Strong evidence aligned to the standard.

Needs More Information
 	
Needs More Information
 	
Aligned
	Standard #2: Program Collaboration, Communication and Coordination
	
	Questions, Comments, Additional Information Needed
	Coach prep: Provide evidence for mentioned coach training. PROVIDED
	
	Program Self-assessment for quality : Provide evidence of mentioned multiple evaluations:
	  ● Annual comprehensive program evaluations
	  ● Comprehensive program evaluation (isn't this the same as the bullet above?)
	  ● Evaluation feedback
	  ● Observation feedback
	  ● Coach feedback and rubric outlining coach expectations
	  ● Electronic class evaluations (links to coach training)
	The only evaluation in the above list that was added (highlighted in yellow) was the Meeting Evaluation and it linked to Coach training, not an evaluation. Please provide templates of any of the above evaluations you will be using or mark them as non-applicable. Three examples of surveys were provided.

Needs More Information
 	
Needs More Information
Aligned
	Standard 3: Selection and Training of Coaches
	Questions, Comments, Additional Information Needed
	  ● Missing appropriate coaching instrument to demonstrate a coach's growth. Aligned
	  ● Missing defined coaching criteria as it relates to candidate's assessment of coach.
	    Did not see any document that showed candidates the criteria for being a coach so they could evaluate their coach. Rubric and evaluation provided.

	Standard 4: Professional Learning ***Questions, Comments, Additional Information*** ***Needed:*** See note below
Aligned	Section A: The Individual Induction Plan (IIP) ***Questions, Comments, Additional Information Needed:***
Needs More Information	Section B: Coaching ***Questions, Comments, Additional Information Needed:***

Needs More Information Aligned	See Standard 3 Coaching growth document was included and aligned. The criteria that the candidate was to use in evaluating their coach was not found. Please provide coach criteria that candidates would use to facilitate evaluation. Provided in Standard 3 so aligned.
Aligned	Section C: Professional Development *Questions, Comments, Additional Information Needed:*
Aligned	Section D: Assessment *Questions, Comments, Additional Information Needed:*
Aligned	Standard 5: California Professional Standards for Education Leaders *Questions, Comments, Additional Information Needed*

Appendix B
Fresno Pacific University
Bilingual Authorization: Spanish

Initial Program Preconditions

Status	Precondition
Met	Initial Program Precondition 1: **Demonstration of Need**
Met	Initial Program Precondition 2: **Practitioners' Participation in Program Design**

Bilingual Authorization Preconditions

Status	Precondition
Met	Precondition 1: **Prerequisite Teaching Credential**
Met	Precondition 2: **English Learner authorization**
Met	Precondition 3: **Intern Deliver Model – language competence prior to entering Intern program**

Initial Program Common Standards Response

Status	Standard
More information needed Aligned	Standard 1: Institutional Infrastructure to Support Educator Preparation ***Questions, Comments, Additional Information Needed:*** Provide the criteria (job description) used to determine qualified faculty and instructional personnel teach courses…for the proposed program. Addressed.
More information needed Aligned	Standard 2: Candidate Recruitment and Support ***Questions, Comments, Additional Information Needed:*** The first three website links in this response direct to a page not found, please update link. Addressed. Program requirement for language competency states CSET Spanish Language (subtest II or III). The correct exam for Spanish language competency for a Bilingual Authorization is CSET WL Spanish subtest III.
More information needed Aligned	Standard 3: Course of Study, Fieldwork and Clinical Practice ***Questions, Comments, Additional Information Needed:*** Feedback on Field Supervisor link requires login, please make accessible.
Aligned	Standard 4: Continuous Improvement ***Questions, Comments, Additional Information Needed:***

Status	Standard
Aligned	Standard 5: Program Impact ***Questions, Comments, Additional Information Needed:***

Report of Findings
Bilingual Authorization: Spanish

General Comments: Overall Bilingual Authorization Program Standards were met for this institution. There is a need for additional information for Standards 5 & 6 in order for the initial program proposal to be in complete alignment with the CTC standards.

Status	Standard
Aligned	**1: Program Design** ***Questions, Comments, Additional Information Needed:***
Aligned	**2: Assessment of Candidate Competence** ***Questions, Comments, Additional Information Needed:***
Aligned	**3: The Context for Bilingual Education and Bilingualism** ***Questions, Comments, Additional Information Needed:***
Aligned	**4: Bilingual Methodology** ***Questions, Comments, Additional Information Needed:***
More Information Needed Aligned	**5: Cultural Emphasis** ***Questions, Comments, Additional Information Needed:*** How is this standard met when candidates waive EDUC 607? There is a lack of clarity on what is required to waive EDUC 607 since this course is responding to Standards 5 and 6. (Language Competency Requirements & Competency in the Target (Spanish) Language and Culture - Teacher Handbook pgs. 29 & 30 **CSET Subtest V – Culture of Emphasis** Addressed.
More Information Needed Aligned	**6: Assessment of Candidate Language Competencies** ***Questions, Comments, Additional Information Needed***: How is this standard met when candidates waive EDUC 607? There is a lack of clarity on what is required to waive EDUC 607 since this course is responding to Standards 5 and 6. (Language Competency

Status	Standard
	Requirements & Competency in the Target (Spanish) Language and Culture -Teacher Handbook pgs. 29 & 30. **CSET Subtest III – Language Competencies** Addressed <table><tr><td>Status</td><td>Domain</td></tr><tr><td>Aligned</td><td>Domain 5 Language and Communication: Listening Comprehension ***Questions, Comments, Additional Information Needed*:**</td></tr><tr><td>Aligned</td><td>Domain 6 Language and Communication: Reading Comprehension ***Questions, Comments, Additional Information Needed*:**</td></tr><tr><td>Aligned</td><td>Domain 7 Language and Communication: Oral Expression ***Questions, Comments, Additional Information Needed*:**</td></tr><tr><td>Aligned</td><td>Domain 8 Language and Communication: Written Expression ***Questions, Comments, Additional Information Needed*:**</td></tr></table>