

## ARTICLE 3. PERFORMANCE-BASED PROCESS FOR ACCREDITATION OF TEACHER PREPARATION PROGRAMS

### Rule 1. Preparation and Testing of Educators

#### 515 IAC 3-1-1 Accreditation of institutions preparing educators

Authority: IC 20-28-2-6

Affected: IC 20-28-3-2

Sec. 1. (a) State approval of institutions preparing educators is based on the following:

(1) Professional standards for the accreditation of schools, colleges, and departments of education of the National Council for Accreditation of Teacher Education (NCATE) Chapter 2 of NCATE's Professional Standards for the Accreditation of Schools, Colleges and Departments of Education, January, 2002 edition, is hereby incorporated by reference. Copies of this publication may be obtained by writing to the National Council for Accreditation of Teacher Education, 2010 Massachusetts Avenue, NW, Suite 500, Washington, D.C. 20036-1023. Copies may also be obtained from the Indiana Professional Standards Board, 101 West Ohio Street, Suite 300, Indianapolis, Indiana 46204.

(2) Model standards for beginning teacher licensing and of the Interstate New Teacher Assessment and Support Consortium (INTASC). The draft standards section of the Model Standards for Beginning Teaching Licensing and Developments: A Resource for State Dialogue as developed by the Interstate New Teacher Assessment and Support Consortium, 1992 edition, are hereby incorporated by reference. Copies of this publication may be obtained by writing to Interstate New Teacher Assessment and Support Consortium, Council of Chief State School Officers, One Massachusetts Avenue, NW, Suite 700, Washington, D.C. 20001-1431. Copies may also be obtained from the Indiana Professional Standards Board, 101 West Ohio Street, Suite 300, Indianapolis, Indiana 46204.

(b) The standards for educators adopted by the professional standards board.

(c) Actual accreditation by NCATE is strongly encouraged but not mandatory. An institution not accredited by NCATE must be reviewed for approval according to subsection (d).

(d) An institution accredited by NCATE must submit to the professional standards board, prior to the NCATE accreditation visit, a copy of the Institutional Report (IR) that is submitted to NCATE.

(e) An institution not seeking NCATE accreditation must submit to the professional standards board, prior to the accreditation visit, a copy of the Institutional Report (IR) that follows the model established by NCATE as incorporated herein by reference in 515 IAC 3-3-1(a). Based on the model of NCATE accreditation and using the standards listed in this section, the professional standards board will conduct an accreditation visit using the professional standards board of examiners.

(f) The professional standards board will make the final determination of the Indiana accreditation status of all institutions desiring to prepare educators for licensing.

(g) The professional standards board shall assist institutions in developing quality programs for preparing educators. (*Advisory Board of the Division of Professional Standards; 515 IAC 3-1-1; filed May 29, 2002, 4:24 p.m.: 25 IR 3176; errata filed Aug 22, 2002, 12:40 p.m.: 26 IR 37; readopted filed Sep 24, 2008, 2:49 p.m.: 20081008-IR-515080232RFA*)

#### 515 IAC 3-1-2 General requirements

Authority: IC 20-28-2-6

Affected: IC 20-28-3-2

Sec. 2. (a) As used in this rule, "unit" refers to the teacher preparation program at a college or university.

(b) Each unit shall do the following:

(1) Designate a unit head and a licensing advisor.

(2) Provide the name, mailing address, electronic mail address, telephone number, and facsimile number of the unit head and the licensing advisor to the professional standards board.

(c) Written notice from the professional standards board to the unit head, either printed or by electronic means, shall be notice to the institution.

(d) A unit shall maintain a record of its candidates and their progress.

(e) The professional standards board shall keep each unit head and licensing advisor informed of rules and policies adopted by the professional standards board. Each unit head and licensing advisor shall remain informed of rules and policies adopted by the professional standards board, and shall inform unit faculty and candidates of professional standards board rules and policies.

*(Advisory Board of the Division of Professional Standards; 515 IAC 3-1-2; filed May 29, 2002, 4:24 p.m.: 25 IR 3177; errata filed Aug 22, 2002, 12:40 p.m.: 26 IR 37; readopted filed Sep 24, 2008, 2:49 p.m.: 20081008-IR-515080232RFA)*

**515 IAC 3-1-3 Unit assessment system**

Authority: IC 20-28-2-6

Affected: IC 20-28-3-2

Sec. 3. (a) Each institution must create and implement the following:

(1) A unit assessment system (515 IAC 1-2-21) that assesses the quality of the unit's candidates and program.

(2) A plan for collecting and analyzing data on applicant qualifications, performance of candidates and graduates and unit operations for evaluating and improving the unit and its programs.

(b) No later than June 30, 2002, each institution accredited under this rule shall submit a unit assessment system narrative describing its unit assessment system in a format approved by the professional standards board. The narrative shall indicate the following:

(1) The sequence of performance assessments used by the institution during preparation to determine each candidate's competency and eligibility for a licensing recommendation under this title.

(2) The unit's plan for use of results of its graduates' performance on any beginning educator assessments under title *[sic.]* this section, continuously improve the quality of the institution's preparation of educators, and the expected evidence that will document the institution's progress in improving that preparation.

(3) Other relevant information requested by the professional standards board.

(c) An institution shall submit its narrative to the professional standards board. The procedures for processing the narrative are as follows:

(1) Receipt of the unit assessment system plan shall be acknowledged to institutions and teacher education committee in compliance with professional standards board upon receipt of the plan by the submission deadline of June 30, 2002.

(2) Upon receipt of the completed unit assessment system document, a review of each document shall be completed to determine that each of the seven (7) criteria for the unit assessment system has been adequately addressed and that the plan is aligned with the professional standards board approved content and developmental standards and any other standards adopted by the professional standards board.

(3) All clerical review reports shall be completed and sent to institutions and the professional standards board or its designee within three (3) months. A letter shall be mailed to each institution indicating the results of the first clerical review of the unit assessment system document, noting, where necessary, any areas not addressed.

(4) Institutions shall submit no later than fifteen (15) months in advance of their accreditation visit an Institutional Report (IR) specific to NCATE Standard 2—Assessment System and Unit Evaluation. This report will be organized around the three (3) elements of the standard and the seven (7) professional standards board unit assessment system criteria. This timeline will have to be shortened for those institutions that will have an NCATE review in 2002-2003.

(5) A formative peer review shall be conducted of each plan to provide the professional standards board assurance of unit assessment system implementation and to provide each institution with a constructive peer review prior to each NCATE visit, including the following:

(A) The review panel shall consist of two (2) higher education representatives, one (1) P-12 representative and one (1) professional standards board staff member.

(B) The review process shall consist of the following:

(i) A morning panel paper review of the IR, which may be a maximum of fifty (50) pages, elaborative documents, and a list of unresolved questions a unit may have about the unit assessment system.

(ii) An afternoon interview of the unit head and representatives of the assessment team.

(C) A written report, by standard element and criteria, will be sent to each unit, and a copy of the report will be sent to the professional standards board or its designee.

(d) Acceptance of the unit assessment system shall equate to a determination regarding Standard 2 of the NCATE accreditation as set forth in section 1(a) of this rule. Criteria for an acceptable unit assessment system will be those set by NCATE.

(e) NCATE reports will be submitted to the professional standards board for final determination of state accreditation.

(f) If an institution does not submit a unit assessment system by the deadline in subsection (b), the professional standards board may immediately begin proceedings to revoke its accreditation and shall issue public notice regarding the reason for the revocation

proceedings.

(g) An institution not accredited under section 1 of this rule as of July 1, 2002, that applies after that date to become accredited shall submit its unit assessment system as part of the process for accreditation. (*Advisory Board of the Division of Professional Standards; 515 IAC 3-1-3; filed May 29, 2002, 4:24 p.m.: 25 IR 3177; errata filed Aug 22, 2002, 12:40 p.m.: 26 IR 37; readopted filed Sep 24, 2008, 2:49 p.m.: 20081008-IR-515080232RFA*)

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