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September 2008

**PROTOCOL FOR CONDUCTING REVIEWS
TEACHER EDUCATION ACCREDITATION COUNCIL
MICHIGAN DEPARTMENT OF EDUCATION**

(The protocol will be re-examined no later than winter 2013)

The Michigan Department of Education (MDE) hereby renews a partnership agreement and protocol with the Teacher Education Accreditation Council (TEAC) to conduct comprehensive program reviews for the purpose of accreditation of programs preparing teachers in Michigan institutions of higher education that designate TEAC as their official accreditor.

Standards:

For TEAC accreditation reviews,

- the State Board of Education (SBE)-approved standards
- provisions of Michigan School Code regarding teacher preparation
- applicable Administrative Rules or Michigan Department of Education requirements, and
- TEAC accreditation goals, principles, processes, standards and requirements

shall be applied for the review of teacher education programs.

Institutions are expected to claim that each content program option meets Michigan's law, content standards, administrative rules and Professional Standards in pedagogy and professional growth.

Each institution may make additional claims that reflect the unique mission and nature of its program and that align with TEAC's goals and principles.

Such claims may be made in a collective manner across several related content program options in a coherent argument of related evidence that attends to level of certificate. However, disaggregated data/evidence is expected for distinct content program options. Content program options with different structures for admission and for measurement of proficiency should not be bundled together. Content program options that are offered only to previously certified teachers cannot be bundled with undergraduate or initial certification programs; however, multiple briefs submitted together are acceptable as needed.

Defined Entity:

If an institution selects TEAC as its accreditor, all content program options, levels of program and routes leading to initial or advanced teacher certification at that institution shall be included in the effort to seek TEAC accreditation.

- (1) Content program options that have essentially the same requirements, rationale, logic, and faculty can be treated as a single program.
- (2) Content program options that share the same quality control system can be treated as a single program.
- (3) If the evidence for the outcome of content program options can be aggregated reasonably, the programs can be treated as a single program. However, the institution shall disaggregate the evidence for separate license areas of special education, elementary education, and secondary certification, and shall further disaggregate the broad disciplinary fields within secondary education: i.e. literacy and languages, mathematics and science, social studies, and humanities and arts.

Michigan institutions are not required to seek national accreditation for their administrator preparation programs nor their programs in Counseling or School Psychology, which are not initial teaching certification areas.

Notification:

Institutions in Michigan selecting TEAC will confirm the dates of each TEAC accreditation visit with MDE before submitting dates to TEAC, in order to facilitate scheduling of MDE staff for all accreditation visits. TEAC's timetable for continuing accreditation visits will be used. Each institution will notify TEAC and MDE of the institutional contact person for the review. TEAC will include the MDE representative in modifications of the timetable.

Accreditation Options:

Institutions selecting TEAC shall pursue an accreditation status beyond "candidate" during the initial *Inquiry Brief(s)* for all MDE-approved teacher education content program options, whether graduate or undergraduate, with the following exception: If a content program option is new (meaning the institution has not had a pre-existing program at the same degree level, bachelor's or master's, that led to the teaching certificate or its previous equivalent, or if the state standards in the content area have changed markedly since last review, as identified by the MDE), then the program shall first attain state approval and then shall follow TEAC guidelines for New Program Accreditation for the initial TEAC accreditation. The institution shall then seek to maintain accreditation beyond the "candidate" level, according to TEAC's timetable of continuing accreditation briefs and visits. Once a teacher preparation institution has achieved initial or continuing accreditation, such accreditation status shall not be applied automatically to new content program options until such options have gone through full TEAC review.

Institutional Reports:
**(Use the term Inquiry
Brief and Inquiry
Brief Proposal)**

For initial and continuing reviews for TEAC accreditation, institutions will prepare a single Inquiry Brief across allowable bundled content specialty programs in the format specified by TEAC and send a copy to the MDE at the same time that it is submitted to TEAC. The *Inquiry Brief* will include evidence that the institution satisfies the specific MDE requirements (for each content program option and set of related program options and across programs generally) listed in the attachment to the document. Evidence shall include at least core evidence required by Michigan, ie. MTTC scores (disaggregated as appropriate to claims), evidence from New Teacher and Supervisor surveys disaggregated as statistically justifiable. The MDE and its representative at the audit visit cannot validate an institution's claims that a specialty program option with state approval still meets SBE expectations but can only validate that it met state standards at the time it was initially approved.

Annual Reports to TEAC shall be in the format prescribed by TEAC. The MDE shall receive a copy at the same time as TEAC. Annual Reports shall also include information specified by MDE, including enrollment and number of degrees granted for teacher education programs in the preceding academic year, July 1 to June 30. The MDE may use data specified in the report as information for MDE clients and publics including WEB and print citation, only excepting data that would violate the privacy rights of individual students.

Audit Team Composition:

TEAC auditors will comprise the team. One or more MDE representatives will serve as consultants to the team at the discretion of the MDE. ***Any MDE representatives are charged to assure that the review includes audits of the Michigan-specific claims and evidence provided in the brief.*** The Audit Team will verify the evidence used to support the claims made by the institution in the *Inquiry Brief*, including claims regarding each content program option. The MDE representatives may attend the training of TEAC auditors and the training of the institutions, with no training expense charged to the MDE. The MDE will be responsible for the travel expenses of its representatives for such training.

Team Expenses:

The institution shall cover all travel and maintenance expenses for the TEAC auditors and MDE representative(s) related to any site visit.

TEAC Audit Report:

The audit team shall verify the evidence used to support each of the identified Michigan regulatory requirements (outcomes based upon Professional Standards and/or specific content standards) in addition to or as part of verifying evidence that pertains to TEAC's quality principles and standards. Any internal contradiction in evidence provided for TEAC and for state standards/principles shall be identified. Status of the program (and status of **each** content program option or grouping of related options) vis a vis state standards that are met shall be specified in writing.

TEAC Determinations Regarding Program Quality:

TEAC shall provide MDE with copies of all TEAC reports to institutions, such as the Audit Report, Audit Report responses, consulting review reports, TEAC staff analysis reports, and Accreditation Panel Reports. TEAC will forward such reports to the institution and to the MDE in a timely manner and at the same time, after the accreditation visit and at least two weeks before the meeting of the Accreditation Panel. The TEAC accreditation decision, informed by the auditors' opinion of the Inquiry Brief, shall establish whether the evidence is sufficient regarding the MDE regulatory requirements found in Michigan Administrative Rules and SBE-approved standards, and whether there are credible alternative hypotheses to the institution's claims that it meets the MDE requirements and TEAC's quality principles and standards.

The MDE may use all findings of audit and accreditation as part of its public accountability for review of teacher preparation institutions, including WEB, print and oral citation of findings, as long as such publication does not violate privacy of individual students.

MDE Program Approval:

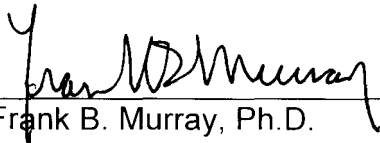
The MDE shall notify TEAC of program review actions taken by the MDE in respect to teacher education programs approved in the state of Michigan and accredited by TEAC, including notifying TEAC of institutions required to implement plans to address insufficient pass rates on Michigan Test for Teacher Certification examinations and any MDE actions taken in response to the Higher Education Act Title II regarding institutions in the "At Risk" or "Low Performing" categories. TEAC will be notified when the institutions are notified.

Michigan expects TEAC accredited institutions to submit their follow-up briefs and annual reports to both TEAC and the MDE in a timely manner, according to the TEAC published schedule and cycle, and to remain in good standing with TEAC throughout the entire accreditation period.

Institutions that receive TEAC accreditation in another state prior to new program approval in Michigan by the SBE are not eligible to recommend Michigan candidates. After full approval is granted by the SBE, such an institution is expected to pursue national accreditation for its Michigan operations and to achieve accreditation beyond candidate status within 5 years after SBE approval.

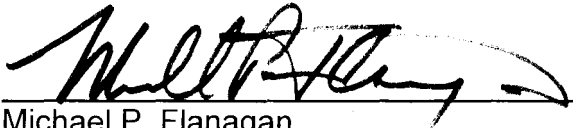
Approval:

The terms of this agreement 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 set forth herein.



Frank B. Murray, Ph.D.
President, Teacher Education Accreditation Council

30 October 2008
Date



Michael P. Flanagan
Superintendent of Public Instruction

10-16-2008
Date