



Compliance Audit Report 2009-2010 Hardin-Simmons University

According to TAC §228.10(c) An entity approved by the SBEC under this chapter...shall be reviewed at least once every five years under procedures approved by the TEA staff; however, a review may be conducted at any time at the discretion of the TEA staff. Per TAC §228.1(c) all educator preparation programs are subject to the same standards of accountability, as required under Chapter 229 of this title. The Texas Education Agency administers Texas Administrative Code rules required by the Texas legislature for the regulation of all educator preparation programs in the state. Please see the complete Texas Administrative Code rules at www.tea.state.tx.us for details contained in each rule.

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Texas Education Agency (TEA) program specialists, Corrina Noriega and Mary Black, conducted a compliance audit on October 28-29, 2009. The following are the findings and recommendations for program improvement.

Date Self-Report Submitted: September 28, 2009

Information concerning compliance with Texas Administrative Code rules governing educator preparation programs was collected by various qualitative means. A review of documents, syllabi, and curriculum correlation charts provided evidence regarding compliance. In addition electronic surveys were sent to Hardin-Simmons University participants by TEA. A total of 84 responses to the surveys were received by TEA, including seventeen from candidates, seven from field supervisors, eight from school principals, twenty-one from campus mentors/cooperating teachers, and ten from advisory committee members. A self-report was submitted to TEA by Hardin-Simmons University. Qualitative methods of content analysis, cross-referencing, and triangulation were used to evaluate the evidence.

COMPONENT I: COMMITMENT AND COLLABORATION - Texas Administrative Code (TAC) §228.20 – GOVERNANCE OF EDUCATOR PREPARATION PROGRAMS

Findings:

The Hardin-Simmons University (HSU) Educator Preparation Program is in compliance with Texas Administrative Code (TAC) Section 228.20 - Governance of Educator Preparation Programs. The Hardin-Simmons University Educator Preparation program is advised through a tiered committee system. The advisory committee is newly formed this year; however, as evidenced through agenda and meeting minutes, the body has met the meeting requirements as stated in rule. The committee consists of ten (10) members, and board membership includes representatives from the public schools, the university, the regional service center, and the

community. The newly formed advisory committee will provide advisement to the Chair of the Department of Educational Studies, HSU Certification Officer, and Dean of the Irvin School of Education related to curricular issues, policies and procedures, continuous program improvement, new programs if any, recruitment and retention, and collaboration opportunities with ISDs and the business community. The Education Advisory Council consists of elected HSU faculty members, and oversees and facilitates the Educator Preparation Program. HSU is also a part of the Big County Teacher Center, a regional advisory committee that represents higher education, professional organizations, students, teachers, and the community. Eight (8) members responded to the survey. Based on survey responses members are aware of the rules that govern educator preparation programs and are aware of their roles and responsibilities. The newly formed committee has set several meeting dates to discuss their roles and responsibilities, and their role in the planning, design, delivery and evaluation of the program.

Based on the evidence presented above, Hardin-Simmons University is in compliance with Texas Administrative Code (TAC) §228.20 – GOVERNANCE OF EDUCATOR PREPARATION PROGRAMS.

COMPONENT II. ADMISSION CRITERIA - Texas Administrative Code (TAC) §227.10 - ADMISSION CRITERIA

Findings:

The Hardin-Simmons University (HSU) Educator Preparation Program is in compliance with Texas Administrative Code (TAC) Section 227.10 - ADMISSION CRITERIA. Information regarding the admission criteria is published on the website, catalog, and brochures. The university utilizes standard recruitment activities to attract new candidates, as well as creative events such as email recruitment, weekend college visits, and HSU Cowboy Fridays, an event in which Enrollment Services staff invite prospects to come to the HSU campus on designated Fridays and attend classes of their choice. The program requires an overall GPA of 2.6 for admission, as well as three evaluations of support by HSU professors, an applicant essay, and an A or B in a communications course. Review of admission applications and other documentation indicated that HSU adheres to admission requirements as stated in rule. Review of the student folders indicated that admission criteria were applied fairly and consistently. The folders reviewed contained signed applications, as well as a signed student teaching application. Any documentation that was not in the student folders was available for electronic viewing. Official transcripts were kept in the Registrar's office.

Based on the evidence presented above, Hardin-Simmons University is in compliance with Texas Administrative Code (TAC) §228.10 – Admission Criteria.

Commendations:

The Hardin-Simmons University (HSU) Educator Preparation Program is commended for requiring 1) an overall GPA of 2.6 for program admittance, 2) successful completion of a communications course to determine oral communication proficiency, 3) three

evaluations of support by HSU professors.

COMPONENT III. CURRICULUM - Texas Administrative Code (TAC) §228.30 - EDUCATOR PREPARATION CURRICULUM

Findings:

The Hardin-Simmons University (HSU) Educator Preparation Program is in compliance with Texas Administrative Code (TAC) Section 228.30 - Curriculum for Educator Preparation Programs. Pedagogy and Professional Responsibilities (PPR) topics are embedded in courses throughout the curriculum, as shown on an extensive chart correlating each class to individual PPR topics. A review of all syllabi revealed that each lists the mission, goals, standards, competencies, and domains of each course. Department of Educational Studies faculty regularly review teacher preparation program courses to ensure SBEC standards assigned to the courses are in reality being taught and assessed in those courses. Courses are aligned vertically with respect to field experiences. Candidates gain experience with various types of technology, including handheld devices that they use during tutorial sessions with students in EC-6 and 4-8 ELR/ELARS. In addition, cooperating teachers indicated in the 21 surveys received by TEA that they were very satisfied with the level of technology training HSU student teachers demonstrated. According to the student teacher questionnaires, the areas that need strengthening are teaching the Teacher's Responsibilities for Administering the Texas Assessment of Knowledge and Skills (TAKS) examination. Discussions with the Dean and members of the advisory committee indicated that this issue will be addressed at the next committee meeting.

Based on the evidence presented above, Hardin-Simmons University is in compliance with Texas Administrative Code (TAC) §228.30 – EDUCATOR PREPARATION CURRICULUM.

Commendations:

The Hardin-Simmons University (HSU) Educator Preparation Program is commended for the following: 1) Overall the structure and organization of the curriculum, 2) the intentionality of the curriculum 3) course by course correlation to the PPR topics outlined in rule.

COMPONENT IV. PROGRAM DELIVERY AND ONGOING SUPPORT – Texas Administrative Code (TAC) § 228.35 – PREPARATION PROGRAM COURSEWORK AND/OR TRAINING

Findings:

The Hardin-Simmons University (HSU) Educator Preparation Program is in compliance with Texas Administrative Code (TAC) Section 228.35 - Preparation Program Coursework and/or Training with the exception of TAC 228.35(f) that pertains to providing written feedback of student teacher observations to the campus principals. The program offers the required three-

hundred hours as prescribed by rule, as well as the required thirty hours of field based experiences. The field experiences are embedded throughout the curriculum and the hours vary depending on the content area or field of study. Cooperating teachers are trained for their role by the University via an orientation session and handbook. Student teachers are also given a handbook which outlines their responsibilities and requirements. As an added incentive to encourage teachers to serve as cooperating teachers for the university, the cooperating teacher is eligible to receive a voucher good for 1-3 hour course at ACU, MCM, HSU for himself/herself. In addition, cooperating teachers have access to university libraries throughout student teaching semester. According to the self-report, the ratio of field supervisors to student teachers is 6 to 1. Review of program and student folder documentation indicated the program meets the required number and length of observations as outlined in rule. HSU employs a person to provide support for three years to the students who completed the program and are currently in the teaching profession.

The HSU offers several innovative programs in collaboration with the community and the local school districts to provide opportunities for their teacher candidates. The Threshold program, offered to gifted students at a minimal cost, provides opportunities for candidates to work directly with gifted students to identify traits of giftedness, complete an observation inventory of gifted children's characteristics, participate in teacher and parent interviews related to issues of giftedness, and observe a parent seminar for parents of gifted children during the two week summer camp for gifted students K-10. The Early Childhood Learning Center provides services for children ranging in age from three to five. This program provides opportunities for candidates seeking EC-6 certification to work directly with these children, developing lessons and activities that reinforce concepts learned throughout the coursework. Dream Catchers is a three week literacy program aimed at struggling adolescent readers in which HSU candidates develop and implement individualized and group literacy curriculum in order to motivate struggling readers.

Based on the evidence presented above, Hardin-Simmons University is in compliance with Texas Administrative Code (TAC) §228.35 – PREPARATION PROGRAM COURSEWORK AND/OR TRAINING

Commendations:

The Hardin-Simmons University (HSU) Educator Preparation Program is commended for 1) structured field based experiences that are embedded throughout the coursework 2) the support provided to teachers after they have completed the program 3) providing opportunities for student teachers to interact and participate in the innovative programs 4) providing tuition vouchers for cooperating teachers.

COMPONENT V. PROGRAM EVALUATION - Texas Administrative Code (TAC) §228.40 - ASSESSMENT AND EVALUATION OF CANDIDATES FOR CERTIFICATION AND PROGRAM IMPROVEMENT.

Findings:

The Hardin-Simmons University (HSU) Educator Preparation Program is in compliance with Texas Administrative Code (TAC) Section 228.40 Assessment and evaluation of Candidates for Certification and Program improvement. The HSU educator preparation program utilizes both internal and external evaluation methods to drive curricular and overall program improvement. Standard methods of assessment are used to determine candidate mastery of curriculum and material including tests, and various assignments, as well as the candidates' Student Teaching Observation Record, Mid-term Appraisal of Student Teacher Competency, Final Appraisal of Student Teacher Competency, a Digital Portfolio evaluated by internal and external evaluators using a formal rubric. In addition, all university students must pass the required Writing Proficiency as a graduation requirement. External evaluators who have PDAS training provide mock interviews of HSU student teachers utilizing a rubric for scoring students' knowledge and skill as a potential teacher. The teacher preparation program content fields utilize external evaluators to evaluate student achievement/products/research studies produced by their students in content field courses. TExES Scores are also utilized for evaluation of curriculum. Scores have traditionally been above the state requirements in all areas in both the initial and final categories. Processes are also in place to address those students who need additional assistance in being successful in the program or who have a grievance. Record management is in compliance with TEA standards.

Based on the evidence presented above, Hardin-Simmons University is in compliance with Texas Administrative Code (TAC) §228.40 – ASSESSMENT AND EVALUATION OF CANDIDATES FOR CERTIFICATION AND PROGRAM IMPROVEMENT.

PROGRAM RECOMMENDATION

The following are recommendations based on the findings of the Texas Education Agency Compliance Audit. If the program is NOT in compliance with any component, please consult the Texas Administrative Code and initiate actions to correct the issue IMMEDIATELY. A Compliance Status Report will be required in sixty days on compliance recommendations.

General program recommendations are suggestions for general program improvement and do not require follow-up.

PROGRAM COMPLIANCE RECOMMENDATIONS: A Progress Report will be required in one year.

There are no program compliance recommendations.

GENERAL RECOMMENDATIONS: No progress report is necessary.

- 1) Continue to promote creative long term strategic planning to enhance all aspects of the educator preparation program;
- 2) Continue to advance the elaborate use of technology to efficiently operate and evaluate the educator preparation program;
- 3) Review the curriculum courses in the areas of TAKS responsibilities;
- 4) Ensure all field supervisors share observation feedback with the administrator as stated in rule;
- 5) Continue to seek creative ways to increase secondary field-observation experiences.

Reformatted from the Survey Monkey report on 1/17/2013 in order to post on Consumer Information.