

**Item 17:****Consider and Take Appropriate Action on Request  
to Approve New Class of Certificate at East Texas Baptist  
University****DISCUSSION AND ACTION**

**SUMMARY:** This item provides the State Board for Educator Certification (SBEC) an opportunity to approve a request by East Texas Baptist University, an approved and accredited educator preparation program (EPP) located in Marshall, Texas, to offer the Superintendent class of certificate. Texas Education Agency (TEA) staff reviewed the proposal request and found that it complied with provisions of 19 TAC Chapter 227, Provisions for Educator Preparation Candidates, Chapter 228, Requirements for Educator Preparation Programs, Chapter 229, Accountability System for Educator Preparation Programs, Chapter 230, Professional Educator Preparation and Certification, Subchapter B, General Certification Requirements, and Chapter 242, Superintendent Certificate.

**STATUTORY AUTHORITY:** The statutory authority related to the approval of new classes of certification are the Texas Education Code, §21.0443 and §21.044.

**EFFECTIVE DATE:** Upon SBEC approval.

**BACKGROUND INFORMATION AND JUSTIFICATION:** The SBEC approves all new classes of certificates that are offered through an EPP. An EPP must be rated "Accredited" under the Accountability System for Educator Preparation Programs to be eligible to add new classes to program offerings. The EPP prepares an extensive and complete application addressing the SBEC required components of governance, admissions criteria, curriculum, program delivery and on-going support, evaluation, professional conduct, complaint process, issuance of certificates, and submission of required data. The proposal is reviewed by several TEA staff members who hold extensive discussions with the applying entity to ensure compliance with the SBEC rules for the certification class being requested. The East Texas Baptist University application meets the minimum requirements for approval by the SBEC.

**PUBLIC AND STUDENT BENEFIT:** Approving a new class of certificate offering will increase the number of certified superintendents in the state.

**ASSOCIATE COMMISSIONER'S RECOMMENDATION:** I recommend that the State Board for Educator Certification:

Approve the Superintendent class of certificate at East Texas Baptist University as presented.

**Staff Members Responsible:** Tim Miller, Director  
Educator Preparation and Program Accountability

Tam Jones, Director  
Educator Preparation

Lorrie Ayers, Program Specialist  
Educator Preparation

**Attachments:** I. Statutory Citations Relating to the Approval of New Classes of Certification  
II. Executive Summary for East Texas Baptist University, Superintendent Certification

**Attachment I****Statutory Citations Relating to the Approval of New Classes of Certification****Texas Education Code, §21.0443, Educator Preparation (excerpts):**

- (a) The board shall propose rules to establish standards to govern the approval or renewal of approval of:
  - (1) educator preparation programs; and
  - (2) certification fields authorized to be offered by an educator preparation program.
- (b) To be eligible for approval or renewal of approval, an educator preparation program must adequately prepare candidates for educator certification and meet the standards and requirements of the board.

**Texas Education Code, §21.044, Educator Preparation (excerpt):**

- (a) The board shall propose rules establishing the training requirements a person must accomplish to obtain a certificate, enter an internship, or enter an induction-year program. The board shall specify the minimum academic qualifications required for a certificate.

## Attachment II

### Executive Summary for the East Texas Baptist University, Superintendent Certification

**Introduction:** East Texas Baptist University (ETBU) requests approval from the State Board for Educator Certification to offer a Superintendent Certification Program. ETBU is in Marshall, Texas. ETBU intends to service the schools and districts in approximately a 45-mile radius from the campus. ETBU anticipates having 6 to 10 candidates complete the superintendent program each school year. The anticipated start date of the program would be January of 2018 and the cost for the 14-hour program would be approximately \$10,000. The program will address a need in the Marshall area to offer hybrid learning environments that incorporate Christian values to prepare school leaders for the 21<sup>st</sup> century.

#### Component 1: Governance of Educator Preparation Programs

The advisory committee for the ETBU education program is known as the University Connection committee. Current membership totals 18. Of the 18 members, five represent private and public colleges/universities in the local area, seven come from either public schools or the regional education service center, and six represent business and community interests. Additional guidance is provided by the Teacher Education Council, a committee of faculty members from the various departments of the university. The goals and responsibilities of this committee consist of providing recommendations and approval for courses and programs pertaining to certification within the School of Education.

#### Component 2: Admission Criteria

To be admitted to the superintendent program at ETBU, a candidate will apply to the university, hold a Master's degree from an accredited institution with a GPA of 2.75 or greater, have a principal certificate (or equivalent), submit two letters of recommendation, and participate in an interview with graduate faculty. Out of state and out of country applicants' credentials will be reviewed by the Dean of the School of Education, the Director of M.Ed. programs, the Director of Graduate Admissions, and/or the international applicant office.

#### Component 3: Educator Preparation Curriculum

Each course was developed considering the certification standards as listed in 19 TAC §228.30 and §242.15. Each course addresses specific standards and was carefully reviewed by department faculty. ETBU is committed to realign the curriculum when new standards become available. The program uses various benchmarks for determining a candidate's progress through the curriculum. Due to the small class sizes and hybrid course delivery, the program will utilize personal interviews and formative assessments to determine progress. Additionally, each course has a final exam as a summative evaluation.

#### Component 4: Preparation Program Coursework, Delivery, and Ongoing Support

The program will be hybrid in format and will be 14 semester hours in length. The estimated time for completion of the program is two semesters. The 14 hours of coursework will total 200 hours of classroom instructional time. Each three-hour course will meet for 28 face to face hours and 17 online hours. Each one-hour practicum course will meet and cover content in five face to face hours and five online hours. This equates to 122 face to face hours and 78 online hours. The practicum will give students 160 hours of field based experience time. Candidates will be assigned a field supervisor who, along with their district site supervisor, will mentor them throughout the practicum. Field supervisors will complete a total of four onsite and face to face observations with specific feedback to the candidates.

**Component 5: Assessment and Evaluation of Candidates and Program**

The program will be evaluated on a semester by semester basis. Candidates' primary benchmarks throughout the course of the program will be coursework grades for each enrolled course. Candidates must maintain a 3.0 GPA in all coursework and maintain satisfactory progress on their evaluations conducted by their university and on-site supervisors. The passing of the TExES superintendent exam on the first attempt, evaluation of practicum candidates by field supervisors and their participating school districts, and formal and informal feedback from candidates will be used as data to help evaluate the program on a semester by semester basis. Additional measures include semester by semester monitoring of curriculum to ensure compliance with 19 TAC §228.30 and §242.15. The Teacher Education Council meets monthly to provide recommendations and oversight to the entire education program and curriculum.

**Component 6: Professional Conduct**

The TEA Code of Ethics training modules are incorporated into requirements for student coursework. The course EDUC 5313 provides an online class that specifically addresses the Code of Ethics. Professors and staff members are required to review the Code of Ethics on an annual basis. The link to the Educator Code of Ethics is also provided each time a candidate, staff member, or faculty member signs a document related to the Code of Ethics.

**Component 7: Complaints Process**

The Dean of the School of Education will be involved in resolving the complaint. The program encourages the resolution of complaints at the lowest level possible. If this is not possible, a formal written complaint is submitted to the Dean's office or the department chair. Within 10 working days, a meeting will be scheduled with the involved parties. If a satisfactory resolution is not obtained, the complaint may be elevated to the Office of the Provost and Vice President for Academic Affairs for further resolution. If necessary, a special committee shall be appointed to investigate the complaint. Within 30 calendar days, the Office of the Provost and Vice President for Academic Affairs will render its decision to the involved parties in writing. All parties have the option of proceeding directly to TEA. The complaint policy for ETBU's School of Education is on file with TEA, posted on the ETBU website, and posted in the School of Education building.

**Component 8: Issuance of Certificates**

ETBU may issue probationary certificates for the superintendent certificate provided the candidate has met the admission requirements to the program, has secured employment as a superintendent, and has passed the superintendent TExES exam. At the end of the program the certification officer will review the candidates file, including the benchmarking document, to ensure that the candidate has met all the requirements for completion of the program. The certification officer will also ensure that the candidate has passed the appropriate certification exam prior to recommending the standard certificate. The School of Education at ETBU assures that the program will follow all rules pertaining to the issuance of intern, probationary, and standard certificates as outlined in 19 TAC §230.

**Component 9: Submission of Information, Surveys, and Other Accountability Data**

ETBU will submit all information, surveys, and other data that is required by 19 TAC §229.3. The submission of the required data will be timely and accurate.