

# Item 14:

## COVER PAGE

### Type of Agenda Board Item:

- Discussion Only:** TEA staff will present board items with an update, potential future items, and/or seek SBEC direction on potential future board action items. TEA staff will draft future action items from the board's discussion and direction.
- ✓ **Board Action:** SBEC members will take action on the agenda item and the effective date will be immediately upon board approval.

### Summary:

This item is for the approval of North American University, an approved and accredited educator preparation program (EPP) located in Houston, Texas, to offer the Principal class of certificate. Texas Education Agency (TEA) staff reviewed the proposal request and found that it complied with SBEC required provisions in rule. To be recommended for approval, a program must be rated "Accredited" under ASEP and prepare an extensive and complete application addressing the components of program governance, admissions, curriculum, program delivery and on-going support, evaluation, professional conduct and complaints process that is codified in SBEC rule. An Executive Summary also explains how the program complies with each required component.

### Statutory Authority:

All of the relevant statutes, if applicable, pertaining to this item are listed for you on the agenda title page and the entire statutory language is on Attachment I. This is always helpful in referencing the law the TEA staff was working under when preparing this item.

### TEA Staff Recommendation:

To approve the class of certificate as presented.

### Relevant SBEC Core Principles:

- *We believe well-prepared educators are essential.*
- *We believe high certification standards measured by rigorous and reliable assessments are essential.*
- *We believe stakeholder input is essential, and we are accountable to all Texas stakeholders.*
- *We believe educators must be held to high standards of ethical conduct.*
- *We believe we must continually improve our policies and processes in response to changing needs.*

**Item 14:****Consider and Take Appropriate Action on  
Request to Approve New Class of Certificate at  
North American University****DISCUSSION AND ACTION**

**SUMMARY:** This item provides the State Board for Educator Certification (SBEC) an opportunity to approve a request by North American University, an approved and accredited educator preparation program (EPP) located in Houston, Texas, to offer the Principal 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 230, Professional Educator Preparation and Certification, Subchapter B, General Certification Requirements, and Chapter 241, Principal Certificate.

**STATUTORY AUTHORITY:** The statutory authority related to the approval of new classes of certification are the Texas Education Code, §21.043, §21.044 and §21.041.

**EFFECTIVE DATE:** Upon Board approval.

**PREVIOUS BOARD ACTION:** None.

**BACKGROUND INFORMATION AND SIGNIFICANT ISSUES:** 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 (ASEP) 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, and professional conduct. The proposal is reviewed by several TEA staff members who hold extensive discussions with the applying entity to ensure compliance to the TAC for the certification class being requested.

**FISCAL IMPACT:** None.

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

**PROCEDURAL AND REPORTING IMPLICATIONS:** None.

**LOCALLY MAINTAINED PAPERWORK REQUIREMENTS:** None.

**PUBLIC COMMENTS:** None.

**ALTERNATIVES:** None.

**OTHER COMMENTS AND RELATED ISSUES:** None.

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

Approve the Principal class of certificate at North American University.

**Staff Members Responsible:** Tim Miller, Director  
Educator Preparation

Sandra Nix, Manager  
Educator Preparation

**Attachments:**

- I. Statutory Citations Relating to the Approval of New Classes of Certification
- II. Executive Summary for North American University, Principal 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.

**Texas Education Code, §21.041, Rules, Fees (excerpts):**

- (a) The board may adopt rules as necessary for its own procedures.
- (b) The board shall propose rules that:
  - (1) provide for the regulation of educators and the general administration of this subchapter in a manner consistent with this subchapter;

## Attachment II

### Executive Summary for North American University, Principal Certification

**Introduction:** North American University-Administrator Certification Program (NAU-ACP) is established by the education department at North American University (NAU), which offers a Master of Education (M.Ed.) in Educational Leadership. NAU offers Bachelor of Science degrees in interdisciplinary studies in education, business administration, computer science and a Master's program in educational leadership. NAU is authorized by the Texas Higher Education Coordinating Board and accredited by the Accrediting Council of Independent Colleges and Schools (ACICS), a national accrediting agency recognized by the United States Department of Education and the Council for Higher Education Accreditation (CHEA). NAU is a 501(c)(3) non-profit private university in Houston, Texas. NAU-ACP seeks approval to certify candidates as principals. The employment of school administrators is projected to increase 14% from 2010 to 2020 in the United States. This growth is primarily due to increases in student enrollment. Designed to offer students a master's degree and a principal certificate through traditional university preparation, NAU-ACP expects to certify around 20 candidates each year. The anticipated start date for the program is immediately upon board approval. The program will accept graduate students in the master's degree program and will cost regular NAU tuition and fees, which is approximately \$9,000 (36 credit hours) for resident students in the 2015-2016 academic year.

**Component 1: Governance of Educator Preparation Programs:** The advisory committee of NAU-ACP represents a diverse body and consists of two representatives from public schools, one representative from Region IV Education Service Center, one representative from an institution of higher education, and three representatives from the business community. The advisory committee meets twice a year. Circulated prior to the meeting, the agenda allows for input before the meeting. During the meeting, the director of NAU-ACP guides the discussion and a secretary records the comments and recommendations made by committee members. The advisory committee will be involved in the design, delivery, policy decisions and evaluation of the principal certification program.

**Component 2: Admission Criteria:** Only NAU graduates and current graduate students can submit an application for admission into NAU-ACP. The admission requirements include an official Bachelor degree transcript, an interview to determine the educator preparation candidate's appropriateness for the certification sought, master's degree and principal certification plan, a copy of his/her Texas teaching certificate, and copy of his/her teacher service record from school district personnel office indicating at least two years of classroom teaching experience. NAU-ACP accepts international students into its program with the conditions fulfilled above and under TAC §241.5, 227.10, 245, and 230.413.

**Component 3: Educator Preparation Curriculum:** Students enrolled in the Principal Certification Program are required to complete master's degree program courses, which are 36 credit-hours. Based on the State Board for Educator Certification's approved standards for the principal, the NAU-ACP curriculum aligns with the current Educator Standards for Principal certification and the Texas Examination of Educator Standards (TExES). When SBEC approves new principal standards, NAU-ACP will realign its curriculum to reflect those changes.

**Component 4: Preparation Program Coursework, Delivery & Ongoing Support:**

The average length of time required for program completion is two years. During the program, students are required to complete 36 semester credit hours (495 hours), along with 160 clock hours of practicum. Six out of twelve courses will be delivered face-to-face at the campus while five courses will be delivered online. The last course, EDUC 5322, is the practicum, which will be conducted in the actual field-based settings of public schools. The program will use the Moodle course management system for delivering online courses. All assessments will be implemented online by using this system. The program will use Quality Matters Higher Education Rubric for online courses to ensure best practices for online course development and delivery. Candidates will interact with the instructor through email, discussion forums, and weekly webinars. Moodle course management system will primarily be used for communication purposes such as online forums facilitating class discussions, instant messaging, and private messaging with instructors. Candidates will also be able to interact with other cohort members through discussion forums and weekly webinars offered as part of the courses. The faculty teaching online course will verify students' attendance and participation of the online courses on a weekly base. All of the assessments will be delivered online via the Moodle course management system. The program will provide an online orientation to familiarize students with all the necessary resources and tools through tutorials, Moodle seminars, and tech support on the institution's web site and through face-to-face workshops. Technical assistance will be delivered through NAU Distance Education department at <http://www.de.na.edu>. During the practicum, each candidate will be assigned a university mentor and a campus site supervisor and complete work that reflects mastery of the principal standards. The NAU-ACP will establish a sound support mechanism to support a minimum of three observations for a total of 135 minutes during the practicum.

**Component 5: Assessment & Evaluation of Candidates & Program:** NAU-ACP evaluates the candidates during the program using established benchmarks and timelines such as successful completion of the courses and practicum. For the evaluation of NAU-ACP, the director conducts an annual curriculum retreat before the beginning of the fall semester every year. During this retreat, the director will present the findings of overall program evaluations including feedback from graduate students, university and school mentors, graduates, and employers. Considered a part of the overall program evaluation, Campus Effectiveness Plan (CEP) evaluates all academic programs including M.Ed. in Educational Leadership program and principal certification (NAU-ACP).

**Component 6: Professional Conduct**

All candidates and professors will be required to sign an affirmation that they have read, understand, and will abide by the Texas Educator's Code of Ethics.