



## Compliance Audit Report Summer of 2009 Dallas Christian College Initial Teacher Certification Program

According to Texas Administrative Code (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 Texas Education Agency (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 at [www.tea.state.tx.us](http://www.tea.state.tx.us) for details.

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Program Specialist, Mary Black, conducted a Texas Education Agency Compliance Desk Audit of Dallas Christian College. The focus of the compliance audit was the initial teacher certification program. The following are findings and recommendations for program improvement.

### SCOPE OF THE COMPLIANCE AUDIT:

The scope of the audit was restricted solely to verifying compliance with Texas Administrative Code §227, §228, §229,

### Data Analysis:

Information concerning compliance with Texas Administrative Code (TAC) governing educator preparation programs was collected by various qualitative means. A self-report was submitted to the Texas Education Agency via Survey Monkey along with requested verifying documents. Because student records contain confidential information and could not be transmitted to TEA, student records were checked by the program using a check list supplied by TEA. In addition, electronic questionnaires developed by TEA were sent to Dallas Christian College stakeholders. Fourteen (14) stakeholders responded to the questionnaires: One (1) advisory committee members; three (3) student teachers, clinical teachers, interns; one (1) field supervisors; no principals; and no cooperating teachers/mentors responded. Qualitative and quantitative methodologies of content analysis, cross-referencing, and triangulation of the data were used to

evaluate the evidence. Evidence of compliance was measured using a rubric aligned with Texas Administrative Code. After the review of the information, the program specialist arranged a telephone debrief to cover the findings of the audit. The findings were incorporated into the original survey monkey form and sent to the program. This summary report provides the findings and recommendations resulting from the audit.

## **COMPONENT I: Governance of Educator Preparation Programs- Texas Administrative Code (TAC) §228.20**

### **FINDINGS:**

The Advisory Committee for Dallas Christian College (DCC) meets all the requirements set by the state. Members understand their roles and participate in design, delivery, policy, and program evaluation. The Advisory Committee meets five times per year and keeps minutes of their proceedings. The DCC Advisory Committee is small, however, with three people from DCC and two people representing public school interests who were formerly employed by DCC. There are no representatives from business, community, other institutions of higher education, private schools, or Education Service Centers. A larger, more expansive Advisory Committee might bring new insight into decision-making for the DCC educator preparation program. It is particularly suggested that more representatives from local schools be included. Dallas Christian College has both an ACP and a traditional undergraduate educator preparation program. The undergraduate program is not approved by TEA, but the director will submit the application for that program soon.

**Based on the evidence presented, Dallas Christian College is in compliance with Texas Administrative Code §228.20 – Governance of Educator Preparation Programs.**

## **COMPONENT II: ADMISSION CRITERIA - Texas Administrative Code (TAC) §227.10**

### **FINDINGS:**

Dallas Christian College exceeds state requirements for admission to educator preparation programs in several ways. DCC requires an overall grade point average of 2.75, plus a 3.0 GPA in 24 hours in the content area for admission. In addition, the program administers the Watson-Glaser Critical Thinking Test to all potential candidates prior to admission. Only five foreign students are enrolled, and they were required to pass the TOEFL examination to demonstrate English language skills. Dallas Christian College is in compliance with all TAC rules concerning Admission Criteria.

**Based on the evidence presented, Dallas Christian College is in compliance with TAC §227 - Admission Criteria.**

### **COMPONENT III: CURRICULUM - Texas Administrative Code (TAC) §228.30**

#### **FINDINGS:**

All three intern surveys returned to TEA indicated that the students had instruction in all 17 required PPR topics, per TAC 228.30. Two of the two surveys returned from faculty indicated that six hours of PPR test preparation is required at Dallas Christian College. A review of documents on July 15, 2009 found appropriate syllabi for all courses. Each course is aligned with TEKS, proficiencies and domains for the PPR test framework. All courses are completed in a face-to-face classroom setting prior to internship. Candidates are required to use technology to produce various products for each course. No content exam test preparation is provided since all students must have completed 24 hours in the content area with a GPA of 3.0 for admission. Results on the TExES exams demonstrate high levels of content knowledge by the students.

**Based on evidence presented, Dallas Christian College is in compliance with Texas Administrative Code Section §228.30 – Educator Preparation Curriculum.**

### **COMPONENT IV: Preparation Program Coursework and/or Training (TAC) §228.35**

#### **FINDINGS:**

In discussion with Director Veronica Marshall and the Dean, Dr. Ron Rife, July 15, 2009, it was determined that the correct number of clock hours in the program is 435, not including internship. Dallas Christian College meets every other indicator for program delivery, except that no evidence was found in the document review of mentor or cooperating teacher training. The director and dean clarified that school districts provide the required training, but DCC had not been keeping documentation. They are required to keep such documentation starting Sept. 1, 2009 in order to comply with TAC 228.35(e). Six hours of PPR test preparation are offered, but preparation for content exams is not provided. High admission criteria make content preparation unnecessary.

**Based on evidence presented, Dallas Christian College is in compliance with Texas Administrative Code Section §228.35 – Program Delivery and On-Going Support.**

### **COMPONENT V: Assessment and Evaluation of Candidates for Certification and Program Improvement – Texas Administrative Code (TAC) §228.40**

#### **FINDINGS:**

Faculty surveys, director's report, and self-report indicate that the program and curriculum are evaluated annually by means of various types of data. The Advisory Committee and others participate in program review. Curriculum is up to date with TAC 228.30. ASEP scores over the past several years indicate high quality in the program.

**Based on evidence presented, Dallas Christian College is in compliance with Texas Administrative Code §228.40 – Assessment and Evaluation of Candidates for Certification and Program Improvement.**

## PROGRAM RECOMMENDATIONS

Program Compliance Recommendations are based on the findings of the Texas Education Agency compliance audit. If the program is out of compliance with any component, please consult the Texas Administrative Code (TAC) and correct the issue IMMEDIATELY. General Recommendations are suggestions for program improvement only.

**PROGRAM COMPLIANCE RECOMMENDATIONS:** In order to meet requirements of Texas Administrative Code governing educator preparation programs, the following recommendations must be implemented immediately:

None at this time.

**OTHER PROGRAM RECOMMENDATIONS:**

None at this time.