



Compliance Report
For
Sam Houston State University
Traditional Undergraduate Teacher Certification Program
March 22-23, 2010

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.

A continuing approval visit of the traditional undergraduate teacher certification program of Sam Houston State University (SHSU) was conducted on March 22-23, 2010 by Texas Education Agency (TEA) program specialists Dr. Mary S. Black and Mixon Henry in compliance with Texas Administrative Code (TAC) 228.10 (c).

Information concerning compliance with Texas Administrative Code rules governing educator preparation programs was collected by various qualitative means. TEA sent electronic surveys to all student teachers, faculty, advisory committee members, program staff members, field supervisors, cooperating, and campus principals connected with the Sam Houston educator certification program. A total of 552 surveys were returned: 149 from student teachers; 7 from advisory committee members; 20 from faculty; 9 from program staff; 20 from field supervisors; 274 cooperating teachers; and 73 from campus principals. In addition a review of documents, syllabi, and a curriculum correlation chart provided evidence regarding compliance. A self-report was submitted to TEA by Sam Houston State University on February 23, 2010. Qualitative methods of content analysis, cross-referencing, and triangulation were used to evaluate the evidence.

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

Findings:

Sam Houston State University is in compliance with TAC 228.20 regarding governance or advisory committees for educator preparation programs. Sign-in sheets from meetings, the self-report, and electronic surveys returned to TEA by advisory committee (AC) members indicate that the AC has representatives from various nearby school districts, community, ESC Region VI, the college and the program. Advisory committee minutes and agendas show that the group

meets twice or more per year to discuss elements of design, delivery and evaluation of the program. Forty of 108 total AC members attended the Opening Session of the monitoring visit, including the Dean, Dr. Genevieve Brown.

Based on the evidence presented above, Sam Houston State University traditional undergraduate teacher certification is in compliance with TAC 228.20.

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

Findings:

Test scores in student folders reveal that SHSU requires incoming students to score 250 or above on the reading section of the THEA in addition to having a 2.5 GPA in order to qualify for admission to teacher preparation. No candidates are admitted with less than a 2.5 GPA. Students complete an application for admission with written components. Students must pass an oral communications component in the introductory course EED 374 prior to admission. International students must also pass the TOEFL exam. In addition, a review of documents reveals that students must maintain satisfactory ratings on a disposition to teach instrument at three points in the program: before being admitted to the Literacy block, the Content Methods block, and student teaching. Students must meet with university advisors at each of these transition points to review degree plans, disposition ratings, documentation of various levels of field experience, and other criteria as described online and in printed guides.

Based on the evidence presented above, Sam Houston State University is in compliance with TAC 227.10.

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

Findings:

Sam Houston State University is in compliance with TAC 228.30 concerning required curriculum for educator preparation. All Generalist EC-6 candidates are prepared not only in their content areas, but also for the English as a Second Language Supplemental exam. According to the self-report, faculty and student teacher surveys, SHSU documents, and a chart titled *Essential Components for Educator Preparation Curriculum in Pedagogy and Professional Responsibilities* TAC §228.30 submitted by SHSU to TEA, all 17 required topics in TAC 228.30 are covered. A required Literacy Block contains four three-semester hour courses that all candidates must take. Students seeking EC-6 Generalist certification must also pass the required Content Methods Block which is comprised of five college courses taught in various local schools. Students

seeking secondary certification take Methods of Teaching in Secondary Schools. All students also take one three-hour course on Integrating Technology into the Classroom. Detailed degree plans and certification plans with course numbers and hours were reviewed by program specialists at SHSU. All coursework is face-to-face with no online courses offered.

All course syllabi list standards, domains, competencies, and appropriate TEKS. Courses for teacher preparation taught in the math and foreign language departments also reflect appropriate alignment with standards and TEKS. All syllabi also list appropriate assessments for each course. Syllabi follow the NCATE standard for consistency.

Based on the evidence presented above, Sam Houston State University is in compliance with TAC 228.30.

Commendations: Sam Houston State University requires all candidates to take 10 semester hours of reading instruction, or 150 clock hours. In addition candidates must take three one-semester hour courses in English as a Second Language, or 45 clock hours. This experience greatly enhances SHSU candidates' ability to provide reading instruction across the content areas to all students.

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

Findings:

According to the program hours chart submitted to TEA, Sam Houston offers 675 clock hours of educator preparation coursework prior to student teaching. In addition, from 85 to 190 clock hours of field-based experience are required for all candidates, depending on certification area. Field-based experiences are required in certain courses which are taught in local schools. For example, in the Literacy Block courses, candidates must tutor individual children and small groups in reading through the required field experience. Field experiences are structured and supervised. SHSU does not accept any Continuing Professional Education (CPE) training hours from school districts towards certification.

Cooperating teachers are trained to mentor student teachers by SHSU faculty on campuses that host content methods courses. For other schools, cooperating teachers receive a handbook or can take appropriate CPE training for mentoring. Field Supervisors are trained periodically by the university. The first contact between field supervisor and student teacher is made on site within the first week of student teaching, and the first observation occurs within the first six-weeks. Four formal observations of at least 45 minutes each are required for each student teacher during the semester. Completed observation evaluation

forms with written feedback are discussed with the student teacher after each observation. SHSU has not had the practice of providing completed observation forms to campus principals in the past, but will begin that by September, 2010.

All candidates receive a student teaching guidelines handbook which contains necessary information and forms, and also details the grievance process.

Based on the evidence presented above, Sam Houston State University is in compliance with TAC 228.35.

Commendations: Sam Houston State University offers significantly more hours of preparation and field experience than required by state mandate. In addition, SHSU provides student teachers with twice as much field supervision and observation as mandated, thus greatly increasing support to novice teachers.

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

Findings:

Sam Houston State University is in compliance with TAC 228.40 concerning assessment of candidates and overall program. SHSU has distinct benchmarks in place for all candidates. The first benchmark is Admission to the Literacy Methods Block, which requires 1) full admission and good standing in the Educator Preparation Program; 2) completion of all 100 and 200 level courses; 3) meeting the oral communications requirement; 4) documentation of Level 1 Field Experiences; 5) satisfactory ratings on the dispositions to teach instrument; and 6) an official degree plan on file. Candidates meet with advisors and review each of these elements before they are allowed to move forward.

The second benchmark is Admission to the Content Methods Block. In addition to the requirements above, this requires 1) a grade of "C" or above in each Literacy Methods Block course; and 2) documentation of all Level II Field Experiences. Candidates meet with advisors at this point before being allowed to continue. The third benchmark is Admission to Student Teaching. In addition to the above criteria, this requires 1) completion of all content area coursework, with completion of all coursework preferred; 2) a grade of "C" or more in each of the Content Methods Block courses; and 3) a clear criminal background check.

Additional requirements are in place for certification. Candidates must 1) meet the standards of the Teacher Work Sample project; 2) complete student teaching assessments; 3) complete required online evaluations; 4) and complete all certification testing.

According to the self-report, advisory committee surveys and advisory committee minutes and agendas, the program is evaluated by the advisory committee and others once a year using TExES scores, student teacher surveys

and candidate retention and rehire statistics. Curriculum is kept up to date and revised according to new rules from TEA. SHSU also submitted a document titled the “Key Assessment Data Management Schedule” to program specialists listing unit-trend data, program-trend data, individual student data, and student admission data that is tracked by the program each year.

Based on the evidence presented above, Sam Houston State University is in compliance with TAC 228.40.

Commendations: Sam Houston State University has excellent benchmarks of progress for all candidates throughout their program. In addition the program’s data collection and analysis for self-evaluation is outstanding.

PROGRAM RECOMMENDATIONS

Program Compliance Recommendations are based on the findings of the Texas Education Agency continuing approval visit. If the program is out of compliance with any component, please consult the Texas Administrative Code (TAC) rules and correct the issue IMMEDIATELY. General Recommendations are suggestions for program improvement only. Failure to comply with TAC rules governing educator preparation programs may result in action by the State Board for Educator Certification (SBEC) per TAC 229 beginning in 2010.

PROGRAM COMPLIANCE RECOMMENDATIONS: Except for the detail noted below, which does not affect compliance with state mandates, Sam Houston State University is in compliance with all Texas Administrative Code rules at this time.

GENERAL RECOMMENDATIONS:

- Field Supervisors must give a copy of the completed student teacher observation evaluation form to the campus principal, according to TAC 228.35 (f).