



Compliance Audit Report Summer of 2009 Southwestern Adventist University 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 for details.

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Program Specialist, Tabita Gutierrez, conducted a Texas Education Agency Compliance Desk Audit of Southwestern Adventist University. 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 Southwestern Adventist University stakeholders. Twenty-five (25) stakeholders responded to the questionnaires: Nine (9) advisory committee members; one (1) student teacher, clinical teacher, intern; three (3) field supervisors; one (1) principal; and six (6) 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:

Southwestern Adventist University is in compliance with TAC 228.20 Governance of Educator Preparation Programs. The twenty members of the Advisory Committee (AC) reflect all stakeholder groups with 6 from public or private schools, 1 from the Education Service Center, five from institutions of higher education, 2 from business, and 6 from other community interests. The AC meets twice per year and keeps minutes and agendas, which were reviewed in the documents July 16, 2009 by program specialists. In the 9 Advisory Committee surveys received by TEA, some confusion is apparent about general program information, such as the total number enrolled, and AC duties and responsibilities. More training by the program at the next AC meeting could clarify these matters easily.

Based on the evidence presented, Southwestern Adventist University 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:

Southwestern Adventist University meets all requirements of TAC 227.10 for Admission Criteria. A review of 10 of the 20 completers' student folders revealed appropriate application forms, transcripts, GPA, basic skills proficiency and other testing and screening materials. Student records are stored securely and appropriately.

Based on the evidence presented, Southwestern Adventist University is in compliance with TAC §227 - Admission Criteria.

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

FINDINGS:

Southwestern Adventist University (SAU) is in compliance with TAC 228.30 Educator Preparation Curriculum. Four surveys from faculty members received by TEA, a document review of syllabi and course materials, and the self-report all indicate that SAU is teaching the 17 required topics for Pedagogy and Professional Responsibilities as well as preparing students

for TExES content examinations. An average ASEP score of 95% over the past three years demonstrates appropriate curricula and teaching.

Based on evidence presented, Southwestern Adventist University 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:

With over 760 clock hours of training, and over 80 hours of field-based experience offered, Southwestern Adventist University is in compliance with TAC 228.35 Program Delivery. Over 20 hours of test preparation are provided. Surveys received by TEA from three Field Supervisors revealed that they are all members of the faculty, and each has more than five years of teaching and more than six years field supervising experience. Surveys indicate that Field Supervisors generally have from 4-10 students each semester to observe and mentor. The self-report states that copies of observation evaluations are not given to school principals for student teachers.

Based on evidence presented, Southwestern Adventist University 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:

Southwestern Adventist University is in compliance with TAC 228.40 Assessment and Evaluation. Document review by TEA program specialists on July 16, 2009 revealed that appropriate benchmarks of student progress and student assessments were in place. Overall program evaluation is conducted annually by the university, with input from the Advisory Committee. Various forms of internal and external data are used in program evaluation.

Based on evidence presented, Southwestern Adventist University 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.