

**Partnership Agreement and Implementation Protocol
for Conducting National Accreditation
by The Council For The Accreditation Of Educator Preparation
and
Program Approval
by The Chancellor Of The Ohio Board Of Regents**

As a means for ensuring that all providers of educator preparation in the State of Ohio are nationally accredited and offer state or nationally approved professional educator preparation programs (EPP) at the undergraduate, post-baccalaureate, and/or graduate level(s), and are meeting state standards and performance criteria, as set forth in the applicable Ohio Administrative Code, the Chancellor of the Ohio Board of Regents (OBR) and the Council for Accreditation of Educator Preparation (CAEP), enter into this agreement. The agreement describes the partnership and delineates the processes and policies for national accreditation and Ohio program approval.

I. Standards for National Accreditation of Educator Preparation Providers

- A. CAEP educator preparation provider standards must be met on the basis of sufficient and accurate evidence to merit national accreditation by CAEP.
- B. State standards and institutional standards also may be applied in the CAEP accreditation process.

II. Process of National Accreditation for Educator Preparation Providers

- A. The process required for national accreditation by CAEP is outlined in CAEP Policies. EPPs seeking CAEP Accreditation must satisfy eligibility requirements, submit a self-study in a CAEP-approved format for formative feedback through off-site review, facilitate the posting of a call for public comment and distribution of third-party surveys to stakeholders, host of a site visit, and complete an approved program review process for all programs of study leading to professional practice in a school setting.
- B. Terms of accreditation shall be for seven (7) years. Pre-accreditation status terms shall be for up to five (5) years. EPP accreditation status is subject to CAEP policies, including annual payment of dues and submission of an annual report as required.

III. Standards and Processes for Program Reviews

- A. The educator preparation provider may choose from among the three program review options listed in III.E below. EPPs will submit program reports following the instructions for the selected program review process.
- B. The Chancellor of the Board of Regents has sole responsibility for program approval. At his/her discretion, the Chancellor will utilize information generated from the three review options to make decisions regarding Ohio program approval. Programs must be approved by the Chancellor within 24 months of first submission of materials through any one of the program review options.
- C. CAEP accepts accreditation decisions of national accrediting organizations that are recognized by the U.S. Department of Education or the Council for Higher Education Accreditation. Documentation of current accreditation must be presented by the EPP.
- D. For purposes of state program approval, the state of Ohio recognizes the following three review options:

1. CAEP Program Review with SPA Standards:

CAEP Program Review with National Recognition applies Specialized Professional Associations (SPAs) standards in the SPA review process and can result in National Recognition. The Chancellor of the Ohio Board of Regents will review the program review report and will make a decision on continued state approval. See: Websites of CAEP and of particular SPAs for more information.

2. CAEP Program Review with Feedback:

CAEP Program Review with Feedback provides information to educator preparation providers, states and accreditation teams. The Chancellor of the Ohio Board of Regents will review the Feedback Report and will make a decision on continued state approval. The Ohio Standards for Teachers and Administrators will serve as the basis for review; the OBR will assist CAEP in identifying reviewers to participate in training and review activities. Program clusters will be reviewed by trained CAEP reviewers identified by the state, NEA/AFT, NBPTS, AACTE/ATE, and/or other sources. See: www.caepsite.org for more information.

3. State Review by the Chancellor of the Ohio Board of Regents:

The Chancellor of the Ohio Board of Regents conducts program reviews for purposes of CAEP accreditation. The Ohio Board of Regents provides forms and instructions on how to meet all Ohio Standards for licensure program approval. Upon completion of the Ohio Board of Regents forms, trained reviewers are selected and assigned within appropriate content areas. Reviewers make recommendations for further action and/or approval. Ohio Board of Regents staff examines documents for all specialized program areas to ensure compliance under state statute and law. See: www.ohiohighered.org for more information on the State Review Process.

OBR staff shall review the documentation from each program review (1, 2, and 3, above); staff review documents shall be posted for public comment for a period of 10 days and are sent for final editing by the legal department. The chancellor of the Ohio Board of Regents makes the final decision on approval of all programs.

EPPs will choose one or more of these options for each specialized professional program area.

IV. Accreditation Review Teams

- A. All members of the Accreditation Review Team will be appointed according to CAEP guidelines.
- B. Team members will be trained for accreditation review team duties. OBR staff may participate in review team training free of charge (expenses not included).
- C. The onsite team activities will be conducted according to CAEP Policy.
- D. OBR will identify a state representative who will serve as the official contact during all aspects of the accreditation process and may participate in the onsite visit as an observer.
- E. The state will work with associations that represent P-12 educators (NEA, AFT, NBPTS), education preparation providers, and education administrators to establish credit toward continuing education units or professional development requirements at the local district level in return for P-12 educators contributions to the accreditation process as visiting team members or program reviewers.

- F. To assure educator preparation providers and the public that CAEP reviews are impartial and objective, to avoid conflicts of interest, and to promote equity and high ethical standards in the accreditation system, Accreditation Review Team members will adhere to CAEP's Code of Conduct.

V. Logistics and Expenses

- A. The Chancellor will require the Education Preparation Providers (EPPs) to submit preferred visit dates at least one year prior to the onsite visit. Proposed dates must be approved by OBR prior to submission to CAEP. OBR will consult with CAEP regarding any delays requested by providers.
- B. Six months before the onsite review, the EPP must publish a "Call for Comment" inviting third party testimony. The call for comment will be implemented electronically on the CAEP website. See: www.caepsite.org
- C. Three months before the onsite review, the educator preparation provider must assist CAEP in sending electronic survey links to all program candidates, EPP faculty, mentors, cooperating teachers and other P-12 collaborators, program completers and their employers. The CAEP survey requests ratings of candidate performance and program features.
- D. The EPP may request the participation of OBR staff for the state review at a fee established by law. The EPP will be responsible for fees associated with participation of state representatives identified by the state who attend the onsite visit. At the discretion of OBR, additional OBR representatives may be added to any CAEP review team as observers and/or consultants.
- E. The EPP is responsible for the expenses of the Accreditation Review Team (including travel, lodging, meals).
- F. Ohio state affiliates of the NEA and AFT may appoint observers for the onsite visit. Expenses for these observers will be borne by the NEA or AFT.
- G. Following the onsite visit, evaluations of the performance of team members will be conducted by CAEP.
- H. The EPP educator preparation provider will pay accreditation site-visit fees, including per-visitor fees and other fees, as specified in CAEP policies.

VI. On-going Responsibilities

- A. The EPP educator preparation provider will submit annual reports to CAEP in the format prescribed by CAEP. See: www.caepsite.org.
- B. EPPs must maintain regional accreditation or institutional accreditation by a USDE or CHEA recognized agency in order to continue their CAEP accreditation.
- C. The state will notify CAEP within thirty days of action taken when a CAEP accredited EPP has had a change in state approval status as a result of a decision on specialized professional program status by the chancellor.

VII. Other Terms and Conditions

- A. EPPs will pursue accreditation and specialized program area approval according to CAEP's policies, procedures, timelines, and terms. See: www.caepsite.org.
- B. OBR staff will collaborate with CAEP staff to plan, design and implement a variety of training opportunities for reviewers. As part of this agreement, OBR representatives may participate in web training and on-site conferences and training events for no registration fee. In addition, registration fee and participation expenses will be provided for one OBT staff member to attend CAEP's annual State Partnership Clinic. Additional OBR staff may attend the Clinic for no fee, though CAEP will not reimburse travel expenses (travel, lodging, meals).

- C. Training events may be arranged, including events in Ohio, on a cost-recovery basis with arrangements negotiated according to CAEP’s policies regarding fees and expenses for training.
- D. The Chancellor of the OBR will receive copies of all pertinent accreditation and specialized program area approval documents and reports. OBR staff will have access through the Accreditation Information Management Service and will be supplied with login information, passwords, and technical support.
- E. Membership fee of \$17,651.04 for 2012 will be paid, and CAEP will inform the OBR of any annual changes.
- F. Responses to the final reports by the EPP and/or the OBR will follow procedures and timelines established in CAEP policy. See: www.caepsite.org.
- G. Final accreditation decisions are posted on CAEP’s website. CAEP sends the CEO of the higher education institution and the designated contact for the educator preparation provider a letter reporting the official accreditation decision. Additionally, CAEP provides written notice of all accreditation decisions to the U.S. Department of Education, the appropriate state licensing or authorizing agency, all accrediting agencies recognized by the U.S. Department of Education (USDE) and the Council for Higher Education Accreditation (CHEA), and the public (via the CAEP website). See: www.caepsite.org

VIII. Compensation

The parties understand there is no financial remuneration for any work performed under this agreement. The parties are receiving mutual benefits from the collaboration and combined efforts.

IX. Term

This Partnership Agreement shall be for an initial period of seven years (July 1, 2012 through May 31, 2019) and may be modified by the two parties during that time. The intention of this agreement is to have an ongoing partnership between CAEP and the Ohio Board of Regents.

The terms of this agreement have been reached by mutual consent and have been read and understood by the persons whose signatures appear below. The parties agree to comply with the terms and conditions of the plan as set forth herein.

Date

James G. Cibulka, President
Council for the Accreditation of Educator Preparation

Date

Jim Petro, Chancellor
Ohio Board of Regents