Cal State East Bay
Response to the
California Commission on Teacher Credentialling (CTC)
Common Standards
March 1, 2017

Standard 1: Institutional Infrastructure to Support Educator Preparation

Each Commission-approved institution has the infrastructure in place to operate effective educator preparation programs. Within this overall infrastructure:

- (Element 1) The institution and education unit create and articulate a research-based vision of teaching and learning that fosters coherence among, and is clearly represented in all educator preparation programs. This vision is consistent with preparing educators for California public schools and the effective implementation of California’s adopted standards and curricular frameworks.

Please go to the following links:

(1) The Cal State East Bay Professional Education Unit’s Mission, Vision, and Values
(2) Description of the Research Base for Our Mission/Vision/Values
(3) Accreditation 2018 Website

(4) Websites and Handbooks for Our Credential Programs

Note: All of our programs have essential information on websites. Some programs have more than one handbook, some have only one handbook, and others have no handbooks – and have placed all relevant information on their website(s).

- (Element 2) The institution actively involves faculty, instructional personnel, and relevant stakeholders in the organization, coordination, and decision making for all educator preparation programs.

(1) Table 1-2 Stakeholders Involved in Organization, Coordination, and Decision Making

- (Element 3) The education unit ensures that faculty and instructional personnel regularly and systematically collaborate with colleagues in P-12 settings, college and university units and members of the broader educational community to improve educator preparation.

(1) Table 1-2: Stakeholders Involved in Organization, Coordination, and Decision Making

(2) Faculty Participation in the Schools

(3) CEAS Retention, Tenure, and Promotion: Department Guidelines for Professional Achievement

* In this document, please see page 5, “Category D: Professional Community.” Writing documents for school district and state education agencies are recognized as contributions worthy of recognition. Faculty candidates for tenure/promotion choose one of two paths for evaluation. Both value Category D. However, Path 2, Emphasis on Professional Community, gives Category D contributions the highest priority (see section 2.1, page 2; and Table 1, page 4).

(4) Cal State East Bay Retention, Tenure and Promotion Policies and Procedures
* In this document, please see page 14, “Section 4.3, Professional Achievement.” Section 4.3.9 recognizes “service on committees or boards of professional societies and organizations as contributions worthy of recognition.” Section 4.3.11 recognizes “professional consultancies” as contributions worthy of recognition. This includes work with K-12 school districts and county offices of education.

(5) Minutes of the Campus Committee on Professional K-12 Education (CCPK-12E)

(6) Minutes of Program Advisory Councils

(7) Faculty Profiles: Grants, Publications, Presentations

* Please note in the faculty profiles all grants, publications, and presentations that involved faculty collaborating with colleagues in P-12 settings, college and university units, and members of the broader educational community.

(8) Student Teaching MOUs

(9) Internship MOUs

(10) Institute for STEM Education Board of Directors Roster and Minutes

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- (Element 4) The institution provides the unit with sufficient resources for the effective operation of each educator preparation program, including, but not limited to, coordination, admission, advisement, curriculum, professional development/instruction, field based supervision and clinical experiences.

No additional information is required during the Common Standards submission.

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- (Element 5) The Unit Leadership has the authority and institutional support required to address the needs of all educator preparation programs and considers the interests of each program within the institution.

No additional information is required during the Common Standards submission.
• (Element 6) Recruitment and *faculty* development efforts support hiring and retention of *faculty* who represent and support diversity and excellence.

1. 2016-2017 Lecturer Position Descriptions: Department of Communicative Sciences and Disorders, Department of Educational Leadership, Department of Educational Psychology, Department of Teacher Education

2. Tenure Track Faculty Position Searches, 2015-2016, 2016-2017: Department of Communicative Sciences and Disorders, Department of Educational Leadership, Department of Educational Psychology, Department of Teacher Education

3. Table 1-6: Gender and Ethnicity of Credential Program Faculty, Fall 2016

4. Agendas and Supporting Documents: CEAS Tenure-Track Faculty Support Meetings

5. Cal State East Bay Office of Faculty Development/Faculty Center for Excellence in Teaching

• (Element 7) The *institution* employs, assigns and retains only *qualified persons* to teach *courses*, provide *professional development*, and *supervise* field-based and *clinical experiences*. Qualifications of *faculty* and other instructional personnel must include, but are not limited to: a) current knowledge of the content; b) knowledge of the current context of public schooling including the California adopted P-12 content standards, frameworks, and accountability systems; c) knowledge of diversity in society, including diverse abilities, culture, language, ethnicity, and gender orientation; and d) demonstration of effective professional practices in teaching and learning, *scholarship*, and *service*.

1. Candidate Evaluation of Course Instructor Blank Evaluation Forms

2. Candidate Evaluation of Field Supervisor Blank Evaluation Forms

3. Samples of Annual Periodic Review of Lecturers

4. Lecturer Position Descriptions: Department of Communicative Sciences and Disorders, Department of Educational Leadership, Department of Educational Psychology, Department of Teacher Education

5. Tenure Track Faculty Position Searches, 2015-2016, 2016-2017: Department of Communicative Sciences and Disorders, Department of Educational Leadership, Department of Educational Psychology, Department of Teacher Education

6. Faculty Participation in the Schools
(7) Faculty Profiles: Grants, Publications, Presentations

- (Element 8) The education unit monitors a credential recommendation process that ensures that candidates recommended for a credential have met all requirements.

(1) Description of the Credential Recommendation Process
Standard 2: Candidate Recruitment and Support

Candidates are recruited and supported in all educator preparation programs to ensure their success.

- (Element 1) The education unit accepts applicants for its educator preparation programs based on clear criteria that include multiple measures of candidate qualifications.

(1) Links to Credential Program Handbooks/Websites with Admission Requirements

- (Element 2) The education unit purposefully recruits and admits candidates to diversify the educator pool in California and provides the support, advice, and assistance to promote their successful entry and retention in the profession.

(1) 2017 Candidate Diversity Recruitment Plan

(2) Description of Candidate Advisement and Assistance

(3) Credential Program Admission Advisement Sessions, Schedules and Agendas

(4) Table 2-2a: List of Personnel Assigned to Support, Advise, and Place Candidates

(5) Credential Program Candidate Progress Checklists

(6) Table 2-2b: Gender and Ethnicity of Program Candidates, Fall and Summer 2016 Entry

(7) Campus Office of Accessibility Services Website

(8) Campus Office of Financial Aid Website

(9) Campus Office of Academic Advising and Career Education Website

(10) Unit Credential Student Service Center Website

(11) Candidate Improvement Plan

(12) Campus CARE Website
• (Element 3) Appropriate information and personnel are clearly identified and accessible to guide each candidate’s attainment of program requirements.

No additional information is required during the Common Standards submission.

• (Element 4) Evidence regarding progress in meeting competency and performance expectations is consistently used to guide advisement and candidate support efforts. A clearly defined process is in place to identify and support candidates who need additional assistance to meet competencies.

No additional information is required during the Common Standards submission.

Standard 3: Course of Study, Fieldwork and Clinical Practice

The unit designs and implements a planned sequence of coursework and clinical experiences for candidates to develop and demonstrate the knowledge and skills to educate and support P-12 students in meeting state-adopted content standards.

The unit and its programs offer a high-quality course of study focused on the knowledge and skills expected of beginning educators and grounded in current research on effective practice. Coursework is integrated closely with field experiences to provide candidates with a cohesive and comprehensive program that allows candidates to learn, practice, and demonstrate competencies required of the credential they seek.
The unit and all programs collaborate with their partners regarding the criteria and selection of clinical personnel, site-based supervisors and school sites, as appropriate to the program.

- Through site-based work and clinical experiences, programs offered by the unit provide candidates with opportunities to both experience issues of diversity that affect school climate and to effectively implement research-based strategies for improving teaching and student learning.

- Site-based supervisors must be certified and experienced in teaching the specified content or performing the services authorized by the credential.

- The process and criteria result in the selection of site-based supervisors who provide effective and knowledgeable support for candidates.

- Site-based supervisors are trained in supervision, oriented to the supervisory role, evaluated and recognized in a systematic manner.

- All programs effectively implement and evaluate fieldwork and clinical practice.

- For each program the unit offers, candidates have significant experience in school settings where the curriculum aligns with California’s adopted content standards and frameworks, and the school reflects the diversity of California’s student and the opportunity to work with the range of students identified in the program standards.

For all elements of Common Standard Three, no additional information is required during the Common Standards submission.

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**Standard 4 – Continuous Improvement**

The education unit develops and implements a comprehensive continuous improvement process at both the unit level and within each of its programs that identifies program and unit effectiveness and makes appropriate modifications based on findings.

- (Element 1) Both the unit and its programs regularly and systematically collect, analyze, and use candidate and program completer data as well as data reflecting the effectiveness of unit operations to improve programs and their services.
(1) Table 4-1: Graphic Depiction of the Unit Assessment System, Including Roles and Responsibilities of Personnel in the Unit and Programs

- (Element 2) The continuous improvement process includes multiple sources of data including 1) the extent to which candidates are prepared to enter professional practice; 2) the quality of the educational services provided to students during supervised practice; and 3) feedback from key stakeholders such as employers and community partners about the quality of the preparation.

(1) Table 4-2a: Annotated List of Unit and Program Data Sources
(2) Table 4-2b: Multi-Year Unit Assessment Cycle Schedule, Specifying Unit Assessment Activities, When They Occur, and Who is Responsible for Collecting, Analyzing and Determining Modifications

(3) Unit Level Assessment
(4) Unit Level Data (Including All Surveys)
(5) Program Level Data

Standard 5 – Program Impact

- (Element 1) The institution ensures that candidates preparing to serve as professional school personnel know and demonstrate knowledge and skills necessary to educate and support effectively all students in meeting state adopted academic standards. Assessments indicate that candidates meet the Commission adopted competency requirements as specified in the program standards.

No additional information is required during the Common Standards submission.
• (Element 2) The *unit* and its *programs* evaluate and demonstrate that they are having a *positive impact* on candidate learning and competence and on *teaching and learning* in schools that serve California’s *students*.

(1) *Description of Positive Program Impact*

(2) *Survey Data*

(3) *Anecdotal Evidence of Program Impact*

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