

Nevada Department of Education

Teacher Programs Approval Process – Preliminary Individual Ratings

Institution: _____ National University _____ Date: _____ 5/27/15 _____

Program: _____ MS in Education Administration _____

APPROVED

Using the information from your efforts and drawing on the information (institutional self-study report included in the application package) provided by the institution for your review, please rate the unit (institution) using the following scale:

Not Approved:

Provisional Approval:

Approved: Because this application is a new institutional application all approvals of category 1 and 2 still require a one-year provisional status subject to the Superintendent’s review after one year from the first official enrollment period. Thereafter, the department may continue to approve for an additional six years to coincide with the seven-year approval term.

Application Package

Governance

Rating	Not Approved	Provisional Approval	Approved
Description of the Governance			Shared governance. (pg 4 spiral) Seems like traditional non-profit higher education governance with a board of trustees and faculty senate.
Articles of Incorporation		Someone from Nevada should be on their board by the end of 2015—	They will create an advisory board of Nevada leaders and will create this board by end of Q1 in 2016 and submit the names of this advisory board to the Department.
Current Letter of Accreditation		Can we get a copy of the report submitted to WASC for Spring 2015?	We asked for a copy of this report on 7/8/15 and we were told by a National University representative that that report is not public record
Proof of Financial Solvency		No evidence need	Allison Serafin reviewed

		endowment budget	their budget on Donna's cell phone because we were unable to print it – there was evidence of significant cash flow
Proposed Operating Budget		Need detailed operating budget	Submitted a detailed operating budget (1753/course)

Curriculum/Instruction

Rating	Not Approved	Provisional Approval	Approved
Conceptual Framework of the program: (Intent)		Unclear what the focus of the program is beyond theoretical research statements—what will actual be true for graduates in this program?	Tab: Program Learning Outcomes, page 6 This clearly outlines 6 outcomes that will be achieved by graduates in this program
Alignment with NAC391.XXX			Tab: NAC Chart Clearly lays out NAC alignment with their coursework and admission requirements
Program meets licensure requirements	<p>Not enough evidence for the following course work expectations:</p> <ul style="list-style-type: none"> -Development of personnel -Curriculum <p>Page 2; Tab 4 Binder:</p> <p>This program is only 30 semester units, but 391.170 Option 2 requires 36 semester credits. Does this meet licensure requirements?</p>	<p>Something to consider:</p> <p>We would like to see finances of school aligned to the actual work expectations of a principal. We need principals that can align resources to student outcomes and make prioritized resource allocation decisions.</p>	They did a tremendous job clearly identifying how their program meets our licensure requirements.

Standards Alignment (if applicable)		Would like to see outcomes aligned to our Administrator Instructional Leadership Standards and Indicators	Each course syllabus clearly indicates an alignment with our Nevada Performance Administrator Framework. Page 19 under Institutional Self Study also includes how they will reflect and determine success with achieving course outcomes with enrolled students
Course descriptions/syllabi provided		The learning outcomes in the course work description documents do not align to the Nevada standard alignment documents tab	All syllabi were included and much more detailed information on performance tasks
Assessment and Evaluation of the program		There wasn't any evidence to collect principal effectiveness data from districts to course correct and recognize talent wins. Changes will be made to employer survey and it was verbally indicated that the changes would be made for the 2015-16 school year by the end of Q1 in 2016.	
Performance Assessment of program participants (I.e. CORE, PLT, Praxis II)			Passing Praxis I and Praxis II are required prior to field practice.
Field Experience: (Credit Hours, On-site hours, Practicum)			Meets expectations for field practice (3 credits)
Diversity	No evidence of cultural competency expectations when leading a diverse team and working in diverse communities, especially if the community is different from self. No evidence for embedding strategies for engaging and	No evidence of focused effort for recruiting leaders of color.	They indicated on page 3, item 15 of Tab: Changes from Previous Proposal that they will partner with their newly created Nevada Advisory Board to recruit leaders from marginalized populations

	leading English Language Learners, Gifted and Talented students and students with special needs.		Same Tab., Item 9 They outlined evidence of addressing cultural competency expectations with enrolled students
Technology imbedded			There are projects that require powerpoint, research papers, online chat forums, for example.
Mode of Instruction			In person and online – cadre based system

Personnel/Faculty

Rating	Not Approved	Provisional Approval	Approved
Faculty Qualifications: (Degrees, years of experience, NV teachers license)		Doesn't include the current faculty for this Nevada specific program	CVs submitted
Student/Faculty ratio (If available)	Not included		Tab: ChangesFrom Previous Proposal, page 3 item 13 Ratio is 18:1
Clinical personal: (student teacher/mentor ratio, assignments)	Not included		Tab: ChangesFrom Previous Proposal, page 3 item 14 Ratio is 5:1

National University

4. If the Board grants provisional approval of a course of study and training, the applicant may offer the course of study and training to students pending final approval by the Board. Members of the general public who inquire about the status of the course of study and training must be informed that it has been provisionally approved and that final approval is pending.

Provisional Approval: Committee Member Signatures:

1. Public Institution:	
2. Private Institution:	<i>Patricia Cooper</i>
3. Teacher:	
4. School District:	<i>Tracie A. Ward</i>
5. Board:	<i>Allison Serfaty</i>
6. Public:	

1) Worksheet – Approval Process

Nevada Department of Education

Teacher Programs Approval Process – Preliminary Individual Ratings

Institution: National University Date: 5/29/15

Program: BA in Special Education

Rater: Freeman Holbrook

Using the information from your efforts and drawing on the information (institutional self-study report included in the application package) provided by the institution for your review, please rate the unit (institution) using the following scale:

Not Approved:

Provisional Approval:

Approved:

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Application Package

Governance

Rating	Not Approved	Provisional Approval	Approved
Description of the Governance			X
Articles of Incorporation			X
Current Letter of Accreditation			X
Proof of Financial Solvency			X

Proposed Operating Budget			X
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Comments: Documents indicate that institution in in compliance.

Curriculum/Instruction

Rating	Not Approved	Provisional Approval	Approved
Conceptual Framework of the program: (Intent)			STARS concept explained in detail. Disposition index well stated
Alignment with NAC391.343			Program is aligned to NAC391.343 and the 30 semester hours of course work in the XI required areas for the Special Education Generalist.
Program meets licensure requirements			Program requirements are aligned to NAC391.343 meeting licensure requirements for Special Education Generalist.
Standards Alignment (if applicable)			InTASC CEC NBPTS core propositions in course outlines and evidence of mapping

Course descriptions/syllabi provided			All syllabi provided
Assessment and Evaluation of the program			Assessment cycle in place annual and 5-year review in place—multi-year assessment plan on going and informative—end of course and student evaluations evidenced
Performance Assessment of program participants (I.e. CORE, PLT, Praxis II)			Accurate performance base included—direct and indirect measures--ePortfolio
Field Experience: (Credit Hours, On-site hours, Practicum)			Program provided evidence of program requirements for practicum on-site hours.
Diversity		<p>NU targets diversity for their overall recruitment but not for this specific program.</p> <p>NU representative in attendance indicated that this demographic data will be collected for this program and reported yearly.</p>	

Technology imbedded		<p>Program administration is working to provide additional documentation on how technology is used as a tool to teach curriculum.</p> <p>Program administration is exploring purchasing the “Encore license” for use as practice in teaching candidates how to write IEPs using CCSD’s Encore system.</p>	Program offers a course specifically addressing technology. Technology is embedded in curriculum through flipped classrooms.
Mode of Instruction			<p>Program information on the delivery of instruction indicated (options: hybrid—5 hours onsite, 5 hours online per week, onsite—10 hours onsite per week, online—10 hours online per week). All classes are 40 hours per course. All courses can be a choice of hybrid, onsite, or online except the assessment class and all methodology courses.</p>

Comments:

___ Program administration is in the process of a program review for the math/ writing course. Course change will be the revised reading/writing course and math/ social studies/science course (2 month course).

NU program is working to create a regional group of exemplary teachers for field experience for their candidates.

Personnel/Faculty

Rating	Not Approved	Provisional Approval	Approved
Faculty Qualifications: (Degrees, years of experience, NV teachers license)		Intent to hire full-professors to oversee program. NU is currently following up with someone as they plan to hire 2 full-time professors, 1 consultant, and 2 associate faculty (CCSD employees).	
Student/Faculty ratio (If available)			
Clinical personal: (student teacher/mentor ratio, assignments)			

Comments: Student/faculty ratio and Clinical personal ratio not required by this review. NU has indicated that they will disaggregate data after yearly review of student progress and use the data to make changes in their instruction. NU plans to move para-educators into licensed teacher positions through grant money and this proposed program of study.

Thank you very much for this invaluable service which you have rendered on behalf of all the children and students in Nevada.

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Committee Member Signatures: <input type="checkbox"/> Not Approved: <input type="checkbox"/> Provisional Approval: <input type="checkbox"/> Approved:
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Please input your name on this document (if you have the technical capabilities). (I do not know what access you may have to a computer and programs.) I realize the difficulty in getting this program team together again for signatures. Please input that you are authorizing this to serve as your signature as indicated on the original program review.

1. Public Institution:
2. Private Institution:
3. Teacher:
4. School District:
5. Board: I am authorizing this to serve as my signature on this listed document. Freeman Holbrook
6. Public:

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1. Public Institution:	<i>Linda L. Quinn</i>
2. Private Institution:	<i>Holli Rattuff</i>
3. Teacher:	<i>Rachael Cummings</i>
4. School District:	<i>Hydrex</i>
5. Board:	<i>See attachment</i>
6. Public:	<i>DDA</i>

Nevada Department of Education

Teacher Programs Approval Process – Preliminary Individual Ratings

Institution: UNLV Date: 5/27/15

APPROVED

Program: UNLV – Nevada School Administrator Endorsement in Urban Leadership

Using the information from your efforts and drawing on the information (institutional self-study report included in the application package) provided by the institution for your review, please rate the unit (institution) using the following scale:

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Application Package

Governance

Rating	Not Approved	Provisional Approval	Approved
Description of the Governance	Not included		Last page of the binder outlines the different groups responsible for governance
Articles of Incorporation	Not included		Received an email from the provost.
Current Letter of Accreditation	Not included		Accreditation expired in 2008 and then they received temporary accreditation in 2011 and then the program was closed in 2012 and moved to the College of Urban Affairs

Proof of Financial Solvency			They showed us their financial solvency online.
Proposed Operating Budget	Not included		Submitted operating budget

Curriculum/Instruction

Rating	Not Approved	Provisional Approval	Approved
Conceptual Framework of the program: (Intent)			Strong framework that identifies successful knowledge and skill outcomes with expectations in our administrator performance framework
Alignment with NAC391.XXX			Appendix B Clearly outlines Nevada Endorsement requirements and alignment with NAC 391.170 \$450 a course
Program meets licensure requirements		We need to review the syllabi for all courses to ensure alignment to licensure requirements/.	Syllabi were included with intended outcomes and assignments aligned to the outcome.
Standards Alignment (if applicable)		Appendix A included NEPF Standards alignment, but we still have questions about specific course outcomes given that we were only provided general	Appendix A and every syllabus includes NEPF alignment

		course descriptions.	
Course descriptions/syllabi provided	Not included		Syllabi were included with detailed course descriptions
Assessment and Evaluation of the program		<p>We would like to see copies of the surveys and any other program assessment tools reference on page 13 of the submitted application</p> <p>They plan to develop a survey to evaluate the effectiveness of their graduates.</p> <p>They will submit a copy of the survey at the end of Q1 in 2016</p>	
Performance Assessment of program participants (I.e. CORE, PLT, Praxis II)			<p>We commend this program on their rigorous vetting process</p> <p>GRE; 3 years of teaching experience, valid license, letters of recommendation 2.75 gpa and teacher leadership experiences.</p> <p>We would recommend requiring passing the Praxis prior to completing the program.</p>
Field Experience: (Credit Hours, On-site hours, Practicum)			<p>6 credits (ULD 742)</p> <p>School year focused</p>

			field experience ++
Diversity			ULD 732: covers working with diverse communities. Page 12 of application, statement about focusing on diverse applicants for the cohorts
Technology imbedded			ULD 731 includes digital technology
Mode of Instruction			In person – cohort based – executive program designed for full time educator

Personnel/Faculty

Rating	Not Approved	Provisional Approval	Approved
Faculty Qualifications: (Degrees, years of experience, NV teachers license)			Every CV for staffed faculty is included noting extensive education experience
Student/Faculty ratio (If available)			1:25
Clinical personnel: (student teacher/mentor ratio, assignments)			1:10

UNLV

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