

**Louisiana Board of Regents
and
The Council for the Accreditation of Educator Preparation (CAEP)
Partnership Agreement**

Whereas, CAEP is a nongovernmental, voluntary association committed to the effective preparation of teachers and other P-12 professional educators; and

Whereas, CAEP, through an autonomous Accreditation Council, accredits educator preparation providers (EPPs) and advances excellent educator preparation through evidence-based accreditation that assures quality and supports continuous improvement to strengthen P-12 student learning; and

Whereas, CAEP is a nationally recognized accreditor, having earned recognition by the Council for Higher Education Accreditation (CHEA), and is seeking recognition by the United States Secretary of Education, and, therefore, develops policy and procedures aligned with all applicable requirements of CHEA and, to the extent practicable, the U.S. Department of Education and

Whereas, the Louisiana Board of Regents (BoR) coordinates the efforts of the BoR's 14 degree granting public universities that provide professional programs leading to educator licensure, certification, or endorsement of P-12 professionals;

Whereas, the BoR Academic Affairs Policy 2.13 Program Accreditation specifies that it is mandatory for public universities to obtain and maintain national accreditation for continued approval to offer teacher and leader preparation degrees and programs;

Whereas private universities in Louisiana who wish to maintain national program accreditation would like to be included in the BoR partnership agreement with CAEP;

CAEP, and the Louisiana Board of Regents hereby enter into this agreement detailing the BoR's preferences with regard to program review options and review team composition for accreditation site review conducted by CAEP of EPPs operating within the State, and establishing the primary responsibilities each party has in supporting CAEP Accreditation activities involving all such EPPs.

1. CAEP Standards and Scope of Accreditation

The Parties understand and agree that:

- 1.1. The CAEP Board of Directors (CAEP Board or Board) has adopted standards (CAEP Standards or Standards) that serve as the basis for all accreditation reviews undertaken by CAEP. The CAEP Standards reflect the voice of the education field – on what makes a quality educator. The Standards and their components flow from two principles:
 - 1.1.1. There must be solid evidence that the EPP's graduates (completers) are competent and caring educators, and
 - 1.1.2. There must be solid evidence that the EPP's educator staff have the capacity to create a culture of evidence and use it to maintain and enhance the quality of the

professional programs they offer.

- 1.2. As a result of the ongoing critical self-review that CAEP undertakes to maintain and improve the quality of CAEP Accreditation, the CAEP Board will undertake a comprehensive review and revision of the CAEP Standards on a schedule set by the Board and may, as needed, make interim amendments to the Standards. In making any such changes, CAEP will seek stakeholder and public input, including input from the State and its EPPs.
- 1.3. At the time of this agreement's drafting, a review of the standards is taking place and draft standards have been released to states for comment. Final standards are anticipated to be approved by the Board in December of 2020. It is the responsibility of the State and any EPPs seeking or continuing CAEP Accreditation to stay informed of any changes made to the CAEP Standards and the timeline(s) set by the Board for the implementation of or transition to new or revised Standards.
- 1.4. The CAEP scope of accreditation, defined in Accreditation Policy, provides for the review of Initial-Licensure Programs and Advanced-Level Programs.
 - 1.4.1.1. Initial-Licensure Programs are programs at the baccalaureate or post-baccalaureate level leading to initial-licensure, certification, or endorsement, and that are designed to develop P-12 teachers.
 - 1.4.1.2. Advanced-Level Programs are programs at the post-baccalaureate or graduate level leading to licensure, certification, or endorsement. These programs are designed to develop P-12 teachers who have already completed an initial-licensure program, currently licensed administrators, other certificated (or similar state language) school professionals for employment in P-12 schools/districts.

Certified teachers in Louisiana can take courses from multiple universities to secure additional areas of certification directly from the state, and the Louisiana Department of Education reviews transcripts submitted by teachers and certifies the teachers based upon courses listed on their transcripts. Thus, certified teachers taking courses from multiple universities to secure additional certification directly from the state that are not provided by a single provider will not be required to be reported for CAEP accreditation. Such candidates do not have to complete a formal program of study at a university to secure additional areas of state certification.

2. CAEP's Responsibility for Education Preparation Provider (EPP) Accreditation

The Parties understand and agree that:

- 2.1. CAEP, through the Accreditation Council, has sole responsibility for granting CAEP Accreditation to an EPP, and for supporting and overseeing NCATE- and TEAC- accredited EPPs through continuous accreditation and the CAEP eligibility processes described in CAEP policy.
- 2.2. The process required for national accreditation by CAEP is outlined in the policies and

procedures of CAEP and the Accreditation Council, both of which may be revised from time to time. It is the responsibility of the BoR and any EPP seeking CAEP Accreditation to stay informed of any such changes as they may impact the CAEP Accreditation process from the time of their adoption or publication.

3. State's Responsibility for Program Approval

The Parties understand and agree that:

- 3.1 The BoR has sole responsibility for program approval of public EPPs. The private university heads have sole responsibility for program approval of private EPPs. In granting program approval, the BoR and private universities will utilize information generated from CAEPs review of a respective EPP, including but not limited to an Accreditation Council decision on CAEP Accreditation and the assignment of any Areas for Improvement (AFIs) and Stipulations, as described in Accreditation Council policy. Although the BoR and private university heads may elect to have state-specific standards and/or requirements incorporated into the CAEP review, consistent with the program review options outlined below, information gathered on these standards and requirements is to be used only for purposes of determining BoR approval of public EPPs and private university campus head approval of private universities. An EPPs attainment of or failure to attain any non-CAEP standards will have no direct bearing on CAEP accreditation; however, the failure of a CAEP-accredited EPP to maintain state approval may result in adverse action, such as revocation, being taken by the Accreditation Council against the EPP.
- 3.2 The BoR will periodically review its program review requirements against the CAEP Standards and policies and will, in a timely manner, make CAEP aware of any conflicts or potential inconsistencies so that all parties to this agreement are aware of any such issues and can work constructively together to minimize any challenges that may arise from them.

4. Transition from NCATE and TEAC Accreditation to CAEP Accreditation

- 4.1. Beginning January 1, 2017, CAEP ceased operation of the NCATE and TEAC Commissions.
- 4.2. Unless the BoR requires CAEP Accreditation as a condition of State approval, EPPs holding NCATE or TEAC accreditation and meeting CAEP's requirements for continuous accreditation will not be required to meet CAEP Standards until the expiration of their current term of accreditation. All such EPPs are subject to the transition provisions described in Sections 4.2.1, below, and further defined in Accreditation Policy.
 - 4.2.1. **Annual Reports.** All NCATE- and TEAC-accredited EPPs are required to submit annual reports through the duration of their current term using the CAEP annual report template provided in the CAEP accreditation platform.
 - 4.2.2. **Good Standing.** An NCATE- or TEAC-accredited EPP in good standing is considered to be continuously accredited. Upon expiration of the EPP's NCATE or TEAC term of accreditation, the EPP's next accreditation review must be based on CAEP Standards, policy, and handbook, and carried out using the uniform CAEP

Accreditation process. Any such EPP is not required to complete the CAEP application process so long as continuous accreditation is maintained.

- 4.3. Any accreditation review scheduled to take place during and after fall 2019, whether of a new applicant, for continuing accreditation, or following an approved extension, will be based on the CAEP Standards, policy, and handbook, and carried out using the uniform CAEP Accreditation process.

5. CAEP Accreditation Cycle

The Parties understand and agree that:

- 5.1. The CAEP Accreditation cycle involves an EPP in continuous improvement and requires an EPP to demonstrate that it meets CAEP's high standards of quality required to improve P-12 student learning.
- 5.2. Subject to the provisions of Section 4.2, above, to merit full accreditation by CAEP, an EPP must meet all CAEP Standards on the basis of sufficient and accurate evidence.
- 5.3. A review, carried out by a review team, is an essential part of the accreditation process. Members of the assigned team investigate the quality of an EPP's evidence, including the accuracy and consistency of the evidence provided in relation to CAEP Standards. In accordance with Accreditation Policy, CAEP may utilize a virtual site review or may have one or more review team members participating using electronic means.
- 5.4. The State elects that CAEP's reviews of EPPs in the State will be carried out using review teams composed as follows:
 - 5.4.1. **CAEP Only Review Team.** The CAEP Only Review Team is appointed by CAEP using trained national reviewers. Prior to assignment to any review team, an individual must have successfully completed CAEP training for review team members and must acknowledge understanding of, and agreement to, adhere to CAEP's code of conduct, including with regard to confidentiality and conflicts of interest.
- 5.5. Prior to assignment to any CAEP review team, an individual must have successfully completed CAEP training for review team members and must acknowledge understanding of, and agreement to, adhere to CAEP's code of conduct, including with regard to confidentiality and conflicts of interest.
- 5.6. Each review team shall include a P-12 practitioner, when possible. The State will make recommendations for P-12 practitioners through the CAEP accreditation platform.
- 5.7. At the discretion of the State, the State's teachers' association(s) may appoint one (1) representative per association to observe the site review. Any expenses associated with the attendance of an observer must be covered by the association(s) or State. Prior to participation, any observer must acknowledge understanding of an agreement to adhere to CAEP's policies

and procedures regarding site reviews and the CAEP code of conduct, including with regard to confidentiality and conflicts of interest.

- 5.8. All site review activities undertaken by a CAEP review team will be conducted in accordance with the policies and procedures of CAEP and the Accreditation Council.
- 5.9. CAEP is not responsible for site review expenses for state-assigned personnel. The BoR will pay travel for a State Consultant to attend each CAEP Site Visit as an observer and provide the team with contextual information about education in Louisiana. A university will include the State Consultant in all meals that are provided for the CAEP Site Visitors and pay for the meals. The State Consultant will only provide contextual information to assist the CAEP Site Visitors and review information for accuracy but will not be directly involved in the decision making of the team members.
- 5.10. An EPP that is subject to the jurisdiction of Louisiana shall use the State Review by State Authority for all Initial Level programs, and CAEP Review of Standard 1 for Advanced-Level Programs:
 - 5.10.1. **State Review by State Authority.** The State conducts program reviews for purposes of State approval and to inform CAEP Accreditation. An EPP selecting the State Review option will follow State guidelines. The State provides forms and instructions on how to meet all State standards for licensure/certificate program approval. Upon an EPP's completion of the State authority forms, trained reviewers are selected and assigned within appropriate content areas. Reviewers make recommendations for further action and/or approval. The State makes the final decision on the approval of any program. (Initial Programs)
 - 5.10.2. **CAEP Evidence Review of Standard 1.** Evidence for the CAEP Evidence Review of Standard 1 process is developed through the analysis of an EPP's outcome assessment data aligned to those standards delineated in CAEP Standard 1.3. CAEP's Evidence Review of Standard 1 provides information to the State on both the alignment of evidence with state standards and the disaggregated results. The State will decide how to use this review of evidence in its decision making. (Advanced Programs)

6. Opportunities for State Input

The Parties understand and agree that:

- 6.1. CAEP will afford the BoR multiple opportunities to provide CAEP, the site team, and members of the Accreditation Council with any information or data the BoR deems relevant to the accreditation of an EPP, as follows:
- 6.2. At least sixteen (16) weeks prior to any scheduled site review, CAEP will give the BoR notice of the upcoming site review. At any time, up to six (6) weeks before the scheduled site review, the BoR may provide CAEP with comments and information on the EPP for consideration by the site team. EPPs will be given an opportunity to respond to any such comments prior to the site review.

- 6.3. At any time, the BoR may file a complaint regarding an EPP with the Accreditation Council for investigation and consideration as part of the EPP's ongoing cycle of CAEP Accreditation. In accordance with Accreditation Policy, adverse action may result from any such investigation.
- 6.4. In the event an EPP within Louisiana petitions for the appeal of an adverse action of the Accreditation Council, CAEP will notify the BoR that such petition has been received. Any notification of a decision made by an ad-hoc appeal panel will be made in accordance with Section 7, below, and the detailed notification provisions included in Accreditation Policy.

7. Decisions of the Accreditation Council and Appeals Council

The Parties understand and agree that:

- 7.1. The Accreditation Council makes decisions regarding the accreditation of EPPs at meetings held not less than two (2) times each year.
- 7.2. Following any decision of the Accreditation Council to deny or revoke the accreditation of an EPP, the EPP is promptly informed of its option to file a petition for an appeal and appeal requirements. Appeals criteria and process information are included in Appeals Policy.
- 7.3. CAEP provides written notice of each decision of the Accreditation Council and an Ad-hoc Appeal Panel in accordance with CAEP policies.
- 7.4. The written notice CAEP provides regarding its accrediting decisions includes notice to the appropriate State licensing or authorizing agency which may be a party to this agreement. Specifically, such notice will be provided no later than thirty (30) days following a decision to award initial accreditation or to renew or continue accreditation. In the event of a final decision to place an EPP on probation, grant provisional accreditation, or to deny or terminate accreditation of an EPP, notice will be provided to the appropriate State licensing or authorizing agency at the same time notice of the decision is given to the EPP, but no later than thirty (30) days after the decision is reached. Within thirty (30) days of receiving notification from an EPP that the EPP has decided to withdraw voluntarily from accreditation or to let its accreditation lapse CAEP will provide the appropriate State licensing or authorizing agency with written notice.

8. Data Sharing

The Parties understand and agree that:

- 8.1. The CAEP Standards and process for CAEP Accreditation require an EPP to collect and share data. To the extent that the BoR maintains data necessary for CAEP's review of an EPP, subject to any data sharing agreement that may exist between an EPP and the BoR, CAEP expects that the BoR will make the relevant data available to CAEP at no cost, in a timely manner, with all personally identifiable information removed or redacted, and with all appropriate permissions to use the data for CAEP Accreditation activities.

- 8.2. In order to facilitate the reviews necessary for CAEP Accreditation, CAEP will provide the State and each dues paying EPP in the State with access to the CAEP accreditation platform, CAEP's data and information management system. Should the BoR or any EPP fail to pay annual dues to CAEP in a timely manner, CAEP reserves the right to suspend access to the CAEP accreditation platform until any outstanding dues are paid.
- 8.3. CAEP policies and the CAEP accreditation platform include information on the confidential nature of information maintained within the CAEP accreditation platform. All CAEP accreditation platform users must acknowledge CAEP's confidentiality policy and agree to adhere to it.

9. Partnership Dues, State Benefits, and Fees for Additional Services

The Parties understand and agree that:

- 9.1. The BoR will be responsible for payment of annual State Partnership dues (See Appendix A). Dues may be reviewed and updated annually by CAEP. Should the amount of the BoR's annual State Partnership dues be changed during the term of this agreement, CAEP will notify the BoR of the new dues amount and the effective date.
- 9.2. CAEP will provide up to three (3) individuals employed by the BoR with access to the CAEP accreditation platform.
- 9.3. During each year covered by this agreement, CAEP will waive the CAEP Conference registration fee for one (1) designated BoR representative; however, the BoR or State representative must assume other expenses associated with attending the conference.
- 9.4. During each year covered by this agreement, CAEP will assume all expenses for one (1) designated BoR representative to attend the annual CAEP Clinic. A registration fee will be assessed for any additional BoR staff and they must assume other expenses associated with attending the clinic.
- 9.5. CAEP offers states access to CAEP National Training for up to five (5) site reviewers a year, including training and travel (additional participants may be added based on need and on a cost-recovery basis). CAEP may also offer supplemental training opportunities for state reviewers. Supplemental training events that are arranged, including events in the Louisiana, will be provided by CAEP on a cost-recovery basis and with specific arrangements negotiated according to CAEP's policies regarding fees and expenses for training.
- 9.6. The BoR will work with associations that represent P-12 educators (NEA, AFT, NBPTS), EPPs, and education administrators to establish credit toward continuing education units or professional development requirements at the local district level in return for the State's P-12 educators' professional contributions to the work of CAEP as site review team members

10. State and CAEP Contacts

The Parties understand and agree that:

10.1. The BoR will designate a liaison to serve as the primary contact for CAEP throughout the term of this agreement.

10.2. CAEP will designate a liaison to serve as the primary contact for the BoR through the term of this agreement.

11. Agreement Term and Amendments

The Parties understand and agree that:

11.1. CAEP and the BoR enter into this partnership agreement for the five (5)-year period beginning January 1, 2021 and ending on December 31, 2025.

11.2. The Parties will review this agreement at least annually and, as necessary, propose any amendment deemed appropriate and which may be adopted upon the agreement of the Parties.

11.3. Should any provision of this agreement be determined to be in conflict with CAEP policy, including the policies of the Accreditation Council and Appeals Council, CAEP policy will be the prevailing authority and this agreement will be required to be amended to resolve the conflict.

11.4. Notwithstanding the annual review described above, this agreement may be modified by consent of the Parties at any point.

Christopher Koch, President
Council for the Accreditation of Educator Preparation

DATE

By signing this agreement, the undersigned agrees to be bound by the terms outlined above, and affirms that he or she has the authority to enter into this agreement on behalf of the State.

Kim Hunter Reed, Ph.D.
Commissioner of Higher Education
Louisiana Board of Regents

DATE

Appendix A: State Dues Structure

Beginning in FY18 (July 1, 2017), a new State Partnerships dues structure* takes effect. The new structure more fairly aligns and delineates (1) the collective resources required to service state partners in conjunction with their respective EPPs (fixed and proportional amounts), and (2) the variable resources required to administer the CAEP-State joint reviews for States that choose to participate in the joint CAEP Accreditation processes (variable amount).

Annual costs for supporting activities associated with State Partnerships have both fixed and proportional components which include costs associated with the CAEP Clinic, fall and spring CAEP Conferences, staff time, technology costs for maintaining workspaces within CAEP's accreditation platform, and other indirect expenses.

For the fixed and proportional amounts, states would be assessed \$3,000 annually to cover expenses for the spring convening and conference registration plus a portion of indirect expenses which are based on the actual percentage of CAEP member EPPs within each state.

For example:

State A has 20 CAEP member EPPs, or 2.2% of total CAEP EPPs. The proportional amount will be set at 2.2% of \$315,000 (current total), or \$6,900. Therefore, the total fees for State A will be: \$3,000 (fixed) + \$6,900 (variable) = \$9,900.

* This represents the dues structure in effect at the time this agreement is entered into by the Parties. CAEP reviews the dues structure annually and reserves the right to adjust the State's annual dues as needed to ensure that all costs of CAEP's accreditation activities are adequately covered. CAEP will notify the State upon the adoption of any changes to this structure and the data on which any new dues structure will take effect.