

**8705.1100 EVALUATION AND APPROVAL OF TEACHER PREPARATION UNITS.**

Subpart 1. **Evaluation procedures.** Compliance reports submitted for unit approval shall be evaluated as follows.

A. The dates of the on-site evaluation will be jointly agreed upon approximately 12 to 18 months prior to the unit's approval expiration date.

B. A written compliance report must be received by the Professional Educator Licensing and Standards Board 60 days prior to the scheduled on-site evaluation.

C. If the compliance report, including supplemental evidence, is not received 60 days prior to the scheduled on-site evaluation date, the review will be postponed up to one year and rescheduled at the convenience of the board.

D. If the unit's continuing approval expires during this postponement period, the unit will be placed on conditional approval status.

E. A team of evaluators designated by the Professional Educator Licensing and Standards Board shall visit the unit to verify evidence of the board standards as set forth in the compliance report, report their findings, and make a recommendation to the board regarding approval status of the unit. The visiting evaluation team, chaired by a board staff person, shall include representatives from teacher preparation programs and licensed and practicing teachers, and may also include a board member. The size of the team will be determined relative to the size of the unit and its programs. The unit leader shall provide input to board staff regarding the team membership. If agreement is not reached regarding visiting team membership, the board shall appoint the slate of team members.

F. Expenses of evaluators shall be reimbursed by the Professional Educator Licensing and Standards Board as permitted under state law or rule. Other incidental expenses incurred by the unit, such as those relating to preparing reports; arranging meetings; and providing workrooms, supplies, and hospitality for the team while on campus, shall be the responsibility of the institution.

G. The written report of findings and the recommendations of the on-site evaluation team shall be provided to the unit leader and to the Professional Educator Licensing and Standards Board. Within 30 days from receipt of the evaluators' report and prior to board action, the institution may submit to the board a written addendum containing corrections to factual errors.

Subp. 2. **Board approval decisions.** Based upon the evaluation teams' written report of findings and recommendations, as well as information provided by the unit in the optional addendum, the Professional Educator Licensing and Standards Board shall take one of the actions in items A to D.

A. The board may grant initial unit approval for a duration of two years to newly approved program providers to launch identified licensure programs and begin collecting candidate and program data. No additional licensure program applications may be submitted until the unit achieves continuing unit approval status.

B. The board may grant continuing unit approval for five or seven years to already approved program providers. Institutions with full national accreditation from the Council for Accreditation of Educator Preparation may be granted a seven-year approval duration. Institutions without full national accreditation from the Council for Accreditation of Educator Preparation shall be granted a five-year approval duration.

C. The board may grant conditional unit approval for up to three years, contingent upon approval of annual compliance reports with supporting evidence addressing identified standards. If acceptable progress is not evidenced by the reports, the board may act to disapprove the unit. If after three years of conditional approval standards remain unmet, the board must act to disapprove the unit and its programs. While on conditional unit approval status, the unit may not submit requests for approval of new licensure programs (RIPA).

D. The board may disapprove the unit. The board shall disapprove a unit that does not meet the requirements set forth in part 8705.1000 and this part. The disapproval action must state the reasons for disapproval and stipulate a termination date which shall accommodate persons currently enrolled in licensure programs within the unit.

Subp. 3. **Interim conditional approval.** When amendments or additions to Minnesota Statutes or to Professional Educator Licensing and Standards Board rules regarding teacher licensure requirements necessitate substantial unit or program revisions, the board may grant interim conditional approval to any currently approved unit and its currently approved teacher preparation programs upon receipt of official institutional assurances on a form established by the board that the new requirements will be met by their effective date. The unit or program shall be returned to initial or continuing approval upon full compliance with new requirements on a schedule determined by the board.

Subp. 4. **Revocation or suspension of approval.** The Professional Educator Licensing and Standards Board may revoke or suspend the approval of a teacher preparation unit when the board determines that an approved institution or unit has clearly violated ethical or legal practices or board rules.

Subp. 5. **Appeal of board decision.** Decisions by the Professional Educator Licensing and Standards Board regarding approval status of a unit to prepare persons for teacher licensure may be appealed by the unit pursuant to Minnesota Statutes, chapter 14.

**Statutory Authority:** *MS s 122A.09*

**History:** *39 SR 822; L 2017 1Sp5 art 12 s 22*

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