

**8705.1500 UNIT REPORT ON CONTINUOUS IMPROVEMENT.**

Subpart 1. **Submission required.** To maintain continuing unit approval, a unit must submit a midcycle unit report on continuous improvement.

Subp. 2. **Unit report on continuous improvement.** The unit must submit a unit report on continuous improvement that provides the following:

A. a description of major changes to the unit and any impact of those changes to unit standards. The description must also address how the unit is complying with new state statutory requirements, if any;

B. a description of the action steps taken to address any standards identified as "Met with Concern" or "Not Met" during the previous site visit, including evidence of how the unit is demonstrating compliance with these standards;

C. identification of unit strengths and areas of improvement, including but not limited to:

(1) data and analysis of the survey results collected from program completers and supervisors; and

(2) data and analysis of candidate scores in performance assessments;

D. a summary and evaluation of work completed with the designated school partner;

E. a summary of feedback gathered from stakeholders, including candidates, program completers, school partners, teacher educators, and representatives from the community, and how this feedback has informed continuous improvement; and

F. a description of how data has informed continuous improvement efforts.

Subp. 3. **Review procedures.**

A. Unit reports on continuous improvement must be initially reviewed by board staff.

B. A unit report on continuous improvement must be reviewed by the board when:

(1) the unit and programs do not demonstrate compliance with state and federal requirements;

(2) there are major changes to the unit that adversely affect how standards are met;

(3) insufficient evidence was submitted to demonstrate that standards previously found as "Not Met" or "Met with Concern" are "Met";

(4) continuous improvement data, including data and analysis, identifies a concern in unit effectiveness or operations; or

(5) insufficient evidence was submitted to demonstrate the unit is using data and stakeholders to implement effective unit-wide or programmatic changes.

**Subp. 4. Exemptions.**

A. A unit with accreditation from a board-approved national education accreditation agency is exempt from the requirements in subpart 2, items C to F, when the unit submits its most recent annual report, which was submitted to the board-approved national accrediting agency, and the national accrediting agency's findings.

B. A restricted unit is exempt from the requirements in this part.

**Statutory Authority:** *MS s 122A.09; 122A.092*

**History:** *45 SR 1159*

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