

# CAEP-TSPC PARTNERSHIP AGREEMENT

## Oregon Teacher Standards and Practices Commission

and

## The Council for the Accreditation of Educator Preparation (CAEP) Partnership Agreement

7/1/2022 - 6/30/2027

Whereas, CAEP is a nongovernmental, voluntary membership organization 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 Oregon Teacher Standards and Practices Commission has been granted the sole authority by the Oregon State Legislative Assembly to approve Oregon educator preparation providers and the decision to approve or not approve a provider or program will be made independent of any CAEP determinations regarding its accreditation of the EPP;

CAEP and the Oregon Teacher Standards and Practices Commission (TSPC) (the Parties) hereby enter into this agreement detailing TSPC's preferences with regard to program review options and review team composition for accreditation Site Reviews conducted by CAEP of EPPs operating within Oregon, and establishing the primary responsibilities each party has in supporting CAEP's accreditation activities involving all such EPPs.

### 1. CAEP Standards and Scope of Accreditation

The Parties understand and agree that:

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.

- 1.1. 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 TSPC and its EPPs.

- 1.2. It is the responsibility of TSPC 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.
- 1.3. The CAEP scope of accreditation, defined in policy, distinguishes between two levels of educator preparation:
  - 1.3.1.1. Initial-Licensure Preparation is provided through programs at the baccalaureate, post-baccalaureate, and graduate levels leading to initial-licensure, certification, or endorsement that are designed to develop P-12 teachers. All Initial-Licensure Preparation programs within the Scope of Accreditation will be reviewed under CAEP Standards for Initial-Licensure.
  - 1.3.1.2. Advanced-Level Preparation is provided through programs at the post-baccalaureate or graduate level leading to licensure, certification, or endorsement. Advanced-Level programs are designed to develop P-12 educators seeking employment in schools/districts who: Have already completed an initial licensure program and are seeking to add licensure as Teacher Leaders, Administrators, and other Personnel Services professionals (School Counselors, School Psychologists, and School Social Workers). All Advanced-Level programs within the Scope of Accreditation will be reviewed under CAEP Standards for Advanced-Level Preparation.

## **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 accreditation by CAEP is outlined in policies and procedures. Policies and procedures may be revised from time to time. It is the responsibility of TSPC 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. TSPC’s Responsibility for Program Approval**

The parties understand and agree that:

- 3.1. The parties agree that all decisions for program approval are within the sole authority of TSPC, and that the decision to approve or not approve an EPP will be made independent of any CAEP determinations regarding its accreditation of the EPP. The parties agree that the rules and standards for unit and program approval in Oregon are subject to change at any time by the Oregon Legislature or TSPC, and such rules as amended would govern the decision for ultimate approval of an EPP.

- 3.2. TSPC has sole responsibility for program approval. In granting program approval, TSPC may utilize information generated from CAEP’s review(s) of an 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 CAEP policy. Although TSPC may elect to have state-specific standards and/or requirements incorporated into the CAEP review, consistent with the program review options outlined below, only information gathered on an EPP’s compliance with CAEP Standards and requirements will be used by the Accreditation Council to make a decision.
- 3.3. TSPC 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.
- 3.4. An EPP that is subject to the jurisdiction of TSPC may choose from the following program review options for CAEP accreditation:
- 3.4.1 Specialty Program Review with National Recognition.** The goal of the specialized professional association (SPA) Program Review with National Recognition is to align specialty licensure area data with national standards developed by SPAs in order to receive national recognition at the program level. The Evaluation Team will consider evidence that the EPP presents as gathered from the National Recognition decision-making process and made available in SPA program level reports to meet the sufficiency criteria related to CAEP Standard 1, Component R1.2 (Initial) and/or Standard A.1, Component RA1.2 (Advanced). TSPC makes the final decision on the approval of any program.
  - 3.4.2 State Review by State Authority.** TSPC conducts program reviews for purposes of state approval and to inform CAEP Accreditation. An EPP undergoing the State Review option will follow TSPC guidelines. TSPC provides forms and instructions on how to meet all State standards for licensure/certificate program approval. Upon an EPP’s completion of TSPC authority forms, trained reviewers are selected and assigned within appropriate content areas. Reviewers make recommendations for further action and/or approval. TSPC makes the final decision on the approval of any program. The CAEP Evaluation Team will consider evidence that the EPP presents as gathered from the State Review process to meet the sufficiency criteria related to CAEP Standard 1, Component R1.2 (Initial) and/or Standard RA1, Component RA1.2 (Advanced).

#### 4. CAEP Accreditation Cycle

The Parties understand and agree that:

- 4.1. All decisions for unit approval are within the sole authority of TSPC, and the decision to approve or not approve an EPP will be made independent of any CAEP determinations regarding its accreditation of the EPP. The parties agree that the rules and standards for unit and program

approval in Oregon are subject to change at any time by the Oregon Legislature or TSPC, and such rules as amended would govern the decision for TSPC's ultimate approval of an EPP.

- 4.2. 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.
- 4.3. To merit full accreditation by CAEP, an EPP must meet all CAEP Standards on the basis of sufficient and accurate evidence.
- 4.4. TSPC may include the TSPC joint review team co-chair and/or the TSPC consultant in arranging and participating in Unit Pre-Visits.
- 4.5. A Site Review, carried out by an Evaluation 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 CAEP policy, CAEP may utilize a virtual site review or may have one or more Evaluation Team members participating using electronic means.
- 4.6. TSPC elects that CAEP's reviews of EPPs in Oregon will be carried out using Evaluation Teams composed as follows:
  - 4.6.1. **Joint Review Team.** The Joint Review Team includes national site visitors appointed by CAEP and TSPC site visitors appointed by TSPC. TSPC shall provide CAEP with its list of site visitors within any timelines established by CAEP in the Accreditation Council Policy Manual and CAEP Accreditation Handbook. The team is led by a site team chair appointed by CAEP. However, the CAEP appointed chair shall have no authority over the unit review activities by the state team members as they relate to state-specific standards.
  - 4.6.2. For any review except one required in conjunction with an accreditation decision of Accreditation with Stipulations or Probationary Accreditation, the composition of the Evaluation Team will be as follows:
  - 4.6.3. For a Review involving only one level of accreditation (i.e., initial or advanced), the Joint Review Team includes four national reviewers appointed by CAEP and up to three reviewers appointed by the State.
  - 4.6.4. For a Review involving both levels of accreditation, initial and advanced-level, the Evaluation Team will include five CAEP-appointed reviewers and up to four state-appointed reviewers.
  - 4.6.5. For a Stipulation or Probation review, the Evaluation Team is comprised of two CAEP-appointed reviewers. The state may choose to add one reviewer for a total of a three-person team. The lead reviewer is appointed by CAEP.

- 4.7. Prior to assignment to any CAEP Evaluation 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.
- 4.8. Each Evaluation Team shall include a P-12 practitioner, when possible. TSPC will make recommendations for P-12 practitioners through the CAEP accreditation platform. CAEP will assign the P-12 representative from a pool of nationally trained site visitors. The P-12 representative will count toward CAEP's appointed visiting team membership.
- 4.9. At the discretion of TSPC, Oregon's teachers' association(s) may appoint one (1) representative per association to observe the Site Review. Neither TSPC nor CAEP will be responsible for any expenses associated with any such observer. 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.
- 4.10. All Site Review activities undertaken by a CAEP Evaluation Team, except the review of state-specific standards by the state team members, will be conducted in accordance with CAEP policies and procedures.
- 4.11. CAEP is not responsible for Site Review expenses for TSPC-assigned personnel.
- 4.12. If an EPP is required by TSPC to produce documentation on any State-Specific Unit-Level Standards that is not incorporated within the EPP's CAEP Self-Study Report, CAEP agrees to allow the EPP to upload and TSPC to access any such documentation within the CAEP accreditation platform. Information gathered on State-specific standards is to be used only for purposes of determining State approval of the units. An EPP's attainment of, or failure to attain, any non-CAEP standards will have no bearing on CAEP Accreditation.
- 4.13. The specific timeline established for the unit review of an EPP, as well as CAEP's consideration of any request for an extension, will be decided by TSPC and CAEP and the Accreditation Council, as appropriate, on a case-by-case basis and in accordance with TSPC and CAEP policies.
- 4.14. Once granted full accreditation by CAEP, an EPP's term of accreditation shall be seven (7) years. Shorter terms are granted with a decision of Accreditation with Stipulations or Probationary Accreditation. Throughout its term, to maintain accreditation, an EPP must comply with CAEP policies, including policies regarding payment of annual dues and the submission of annual reports. CAEP will adjust its site visit schedule to allow site visits to be aligned with TSPC's approved site visit schedule.
- 4.15. An EPP for which the Accreditation Council issues a decision to deny or revoke accreditation will have a right to petition for an appeal, subject to CAEP's policy on appeals.

- 4.16. TSPC will provide to CAEP its policy leading to a “Change in State Status.” TSPC will notify CAEP within thirty (30) days of action taken when a CAEP-accredited EPP has had a “Change in State Status” as a result of a decision on specialized professional association (SPA) program status by TSPC.
- 4.17. Accreditation-specific terminology and definitions used by CAEP as part of its EPP review and accreditation processes may vary from similar terms and definitions used by TSPC. Any definitions of key terms and glossaries created by CAEP are available on the CAEP website [<http://caepnet.org/glossary>]. TSPC should inquire with CAEP about the definition of any term if there is uncertainty regarding its meaning in the CAEP accreditation context.

## 5. Opportunities for State Input

The Parties understand and agree that:

- 5.1. CAEP will afford TSPC multiple opportunities to provide CAEP, the Evaluation Team, and members of the Accreditation Council with any information or data TSPC deems relevant to the accreditation of an EPP, as follows:
  - 5.2. As described in Section 4.6.1., above, TSPC may elect to appoint members of the CAEP/TSPC joint site team. Participants on the joint team participating in the CAEP portion of the accreditation review will be site visitor trained unless provided specific exception by CAEP and TSPC. TSPC reserves its right to have other state appointed individuals who may not be CAEP site visitor trained participate in the review of non-CAEP state-specific standards concurrent with the CAEP/TSPC joint review team.
  - 5.3. At least sixteen (16) weeks prior to any scheduled Site Review, CAEP will give TSPC notice of the upcoming Site Review. At any time, up to six (6) weeks before the scheduled Site Review, TSPC may provide CAEP and the EPP with comments and information on the EPP for consideration by the Evaluation Team. EPPs will be given an opportunity to respond to any such comments prior to the Site Review.
  - 5.4. At any time, TSPC 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 CAEP policy, adverse action may result from any such investigation.
  - 5.5. In the event an EPP within Oregon petitions for the appeal of an adverse action of the Accreditation Council, CAEP will notify TSPC 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 6, below, and the detailed notification provisions included in CAEP policy.

## 6. Decisions of the Accreditation Council and an Ad-Hoc Appeals Council

The Parties understand and agree that:

- 6.1. The Accreditation Council makes decisions regarding the accreditation of EPPs at meetings held not less than two (2) times each year.
- 6.2. TSPC may assign a representative to attend (virtually or in-person) any open Accreditation Council meeting at which discussion or action may be taken that would impact the accreditation status of an Oregon EPP. CAEP will notify TSPC in advance of these meetings.
- 6.3. 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 CAEP's policies on appeals.
- 6.4. CAEP provides written notice of each decision of the Accreditation Council and an Ad-Hoc Appeal Panel in accordance with CAEP policies.
- 6.5. In the event of a final decision to deny or revoke accreditation CAEP's written notice will include a brief statement summarizing the reasons for the adverse action, along with the official comments, if any, that the affected EPP may wish to make with regard to the decision, or evidence that the affected EPP has been offered the opportunity to provide official comment.
- 6.6. 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. CAEP's policies regarding notices specify the parties to which notice must be provided and the respective timelines for each.

## **7. Data Sharing**

The Parties understand and agree that:

- 7.1. The CAEP Standards and process for CAEP Accreditation require an EPP to collect and share data. To the extent that TSPC maintains data necessary for CAEP's review of an EPP, subject to any data-sharing agreement that may exist between an EPP and TSPC, CAEP expects that TSPC will make the relevant data available to EPPs 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.
- 7.2. In order to facilitate the reviews necessary for CAEP accreditation, CAEP will provide TSPC and each dues paying EPP in Oregon with access to the CAEP accreditation platform, CAEP's data and information management system. Should TSPC 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.
- 7.3. 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.

## 8. **Partnership Dues, State Benefits, and Fees for Additional Services**

The Parties understand and agree that:

- 8.1. TSPC 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 TSPC's annual State Partnership dues be changed during the term of this agreement, CAEP will notify TSPC of the new dues amount and the effective date.
- 8.2. CAEP will provide up to three (3) individuals employed by TSPC with access to the CAEP accreditation platform.
- 8.3. During each year covered by this agreement, CAEP will waive the CAEP Conference registration fee for one (1) designated TSPC representative; however, the TSPC or TSPC representative must assume other expenses associated with attending the conference.
- 8.4. During each year covered by this agreement, CAEP will assume all expenses for one (1) designated TSPC representative to attend the annual CAEP Clinic. A registration fee will be assessed for any additional TSPC staff and they must assume other expenses associated with conference participation.
- 8.5. 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 Oregon, 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.
- 8.6. TSPC will work with associations that represent P-12 educators (OEA, NBPTS, COSA), educator preparation providers, and education administrators to establish credit toward continuing education units or professional development requirements at the local district level in return for Oregon's P-12 educators' professional contributions to the work of CAEP as site review team members.
- 8.7. CAEP will collaborate with TSPC to plan, design, and implement a range of training opportunities for State program reviewers and site team members. Additional training events may be arranged, including events in Oregon, on a cost-recovery basis, with arrangements negotiated according to CAEP's policies regarding fees and expenses for training.

## 9. **TSPC and CAEP Contacts**

The Parties understand and agree that:

- 9.1. TSPC will designate a liaison to serve as the primary contact for CAEP through the term of this agreement.
- 9.2. CAEP will designate a liaison to serve as the primary contact for TSPC throughout the term of this agreement.



10. **Agreement Term and Amendments**

The Parties understand and agree that:

- 10.1. CAEP and TSPC enter into this partnership agreement for the five (5)-year period beginning July 1, 2022, and ending on June 30, 2027.
- 10.2. 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.
- 10.3. Notwithstanding the annual review described above, this agreement may be modified by consent of the Parties at any point.
- 10.4. Either party may terminate this Agreement with ninety (90) days' written notice to the other party. If TSPC so terminates this Agreement, CAEP will be entitled to all earned dues for the fiscal year of said termination.



\_\_\_\_\_  
Christopher Koch, President  
Council for the Accreditation of Educator Preparation

6/24/2022

\_\_\_\_\_  
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 TSPC.



\_\_\_\_\_  
Dr. Anthony Rosilez, Executive Director  
Oregon Teacher Standards and Practices Commission

June 23, 2022

\_\_\_\_\_  
DATE

## Appendix A: State Dues Structure

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 (reviewed on an annual basis) 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.