

## Reauthorization Process for Educator Preparation Programs

The Department of Higher Education (DHE) and Colorado Department of Education (CDE) shall review each educator preparation program offered by an institution of higher education not more frequently than once every five years for reauthorization. An institution of higher education that chooses to offer a new educator preparation program or significantly modify an existing program shall submit the new or modified program to DHE and CDE for review [§23-1-121(4) Colorado Revised Statute].

The Colorado Commission on Higher Education (CCHHE) approves educator preparation programs at Colorado institutions of higher education. The State Board of Education (SBE) approves the content to ensure it is designed and implemented in a manner that will enable a candidate to meet the requirements for licensure [§23-1-121 Colorado Revised Statute].

- Submit proposals to DHE at <http://higher.ed.colorado.gov/Academics/TeacherEd/DegreePrograms/default.html> or to Brittany Lane, Academic Policy Officer for Educator Preparation at [brittany.lane@dhe.state.co.us](mailto:brittany.lane@dhe.state.co.us) or call 303-866-4289 for assistance.
- Submit proposal and content review coversheets, matrices, and syllabi to CDE by emailing Karen Lowenstein at [lowenstein\\_k@cde.state.co.us](mailto:lowenstein_k@cde.state.co.us) or call 303-866-6898 for assistance.

### CDE Program Content Review

CDE conducts a document review (cover sheets, matrices, and syllabi for each endorsement program and, for designated programs, the literacy rubric) for the eight teacher performance-based standards (TPBS) and additional endorsement standards reflected in the Colorado Educator Licensing Act [§22-60.5 Colorado Revised Statute]. See [http://www.cde.state.co.us/cdeprof/EPP\\_index.htm](http://www.cde.state.co.us/cdeprof/EPP_index.htm) for cover sheets and [http://www.cde.state.co.us/cdeprof/EPP\\_review\\_resources/license\\_review.htm](http://www.cde.state.co.us/cdeprof/EPP_review_resources/license_review.htm) matrices.

- If questions arise from the content review, CDE will compile a request for additional information from the institution of higher education (IHE).
- CDE prepares a report and a recommendation to the State Board of Education (SBE). Pursuant to C.R.S. §23-1-121, if SBE recommends that a program not be approved, the CCHHE shall follow said recommendation by refusing initial approval of said program. If SBE approves the program, the institution's approval letter is forwarded to DHE as confirmation.

### DHE Statutory Performance Criteria Review of Unit and Programs

DHE reviews the unit and proposed program for the following performance criteria: admission system; advising of candidates; integration of theory and practice in coursework and field based training; supervised field based experience (at least 800 hours for initial endorsement programs); and assessment of candidates' subject matter and professional knowledge and ability to apply the professional knowledge base [§23-1-121(2) Colorado Revised Statute]. See <http://higher.ed.colorado.gov/Academics/TeacherEd/Educators.html> for the Institutional Report Template.

- If questions arise from DHE's review of the proposal, a request for additional information will be e-mailed to the contact person at the IHE.

### Reauthorization site visits

- Reauthorization site visits are jointly conducted by CDE and DHE and consist of an entrance interview, unit and program review, and an exit interview. DHE and CDE jointly compile a draft report of the findings and submit it to the IHE within 60 days of the site visit. The IHE may respond to the draft report in a rejoinder and provide additional information or address any concerns within 30 days of receiving the draft report.
- The IHE is expected to address Areas for Improvement identified during the visit.
- Once all statutory performance criteria have been met and DHE has received SBE's approval of the

program content, DHE will make a recommendation to the CCHE for its final determination of approval.

CDE and DHE will continue to partner with the Colorado Council of Deans of Education and Council for the Accreditation of Educator Preparation to improve this process to ensure quality educator preparation programs in Colorado.

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