

NATIONAL COUNCIL FOR ACCREDITATION  
Of  
TEACHER EDUCATION

Standards and Guides  
for  
Accreditation of Teacher Education

Standard II

Organization and Administration of Teacher Education

Report by:

Dr. J. L. Brown	Mrs. Rose Hynes
Dr. Jack Echols	Mr. Harding Jones
Miss Dorothy I. Burdine	Mr. J. C. Williams
Dr. Alvin I. Thomas, Chairman	

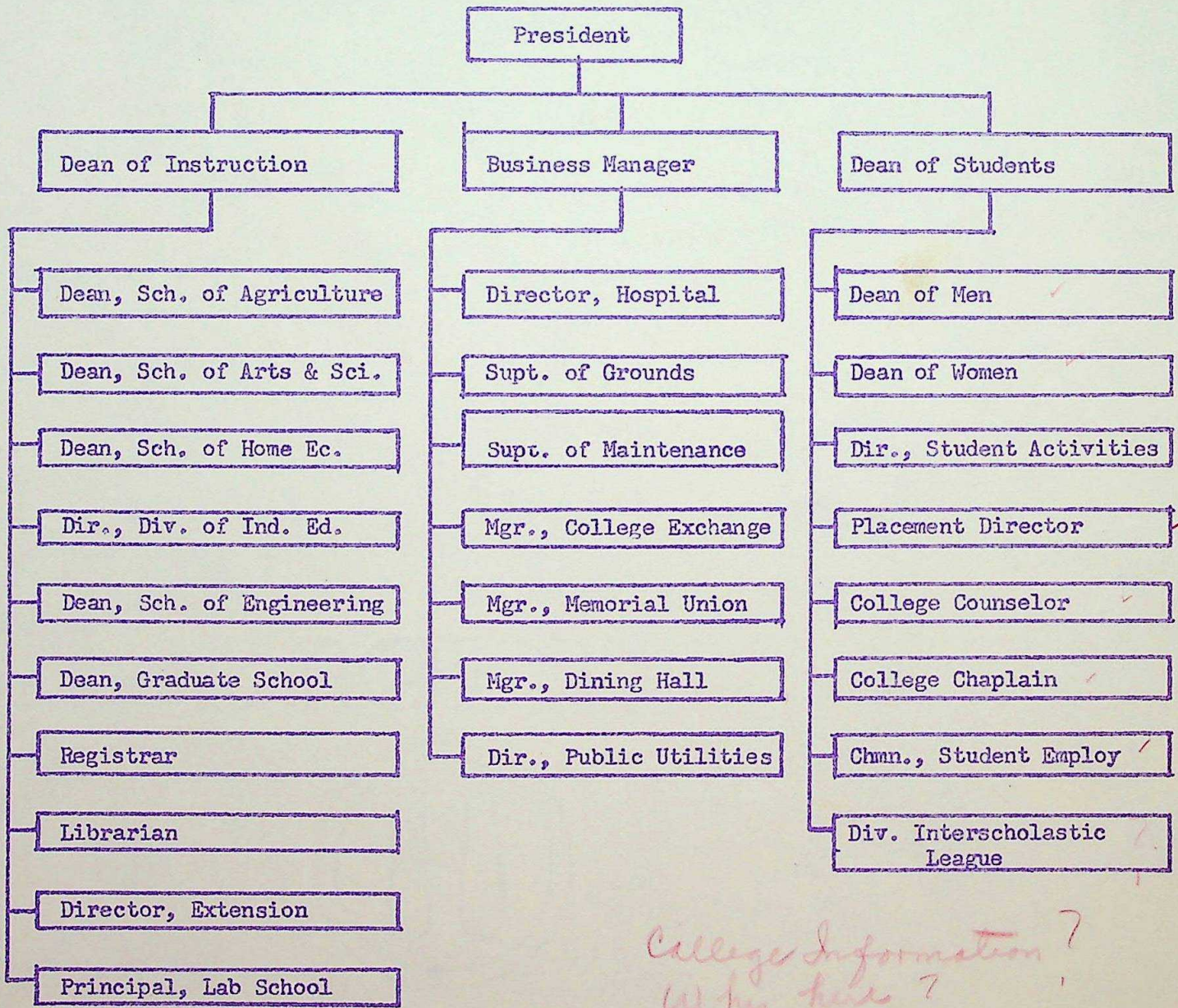
Standard II

ORGANIZATION AND ADMINISTRATION OF TEACHER EDUCATION

1. Submit a chart or otherwise show for the institution as a whole:

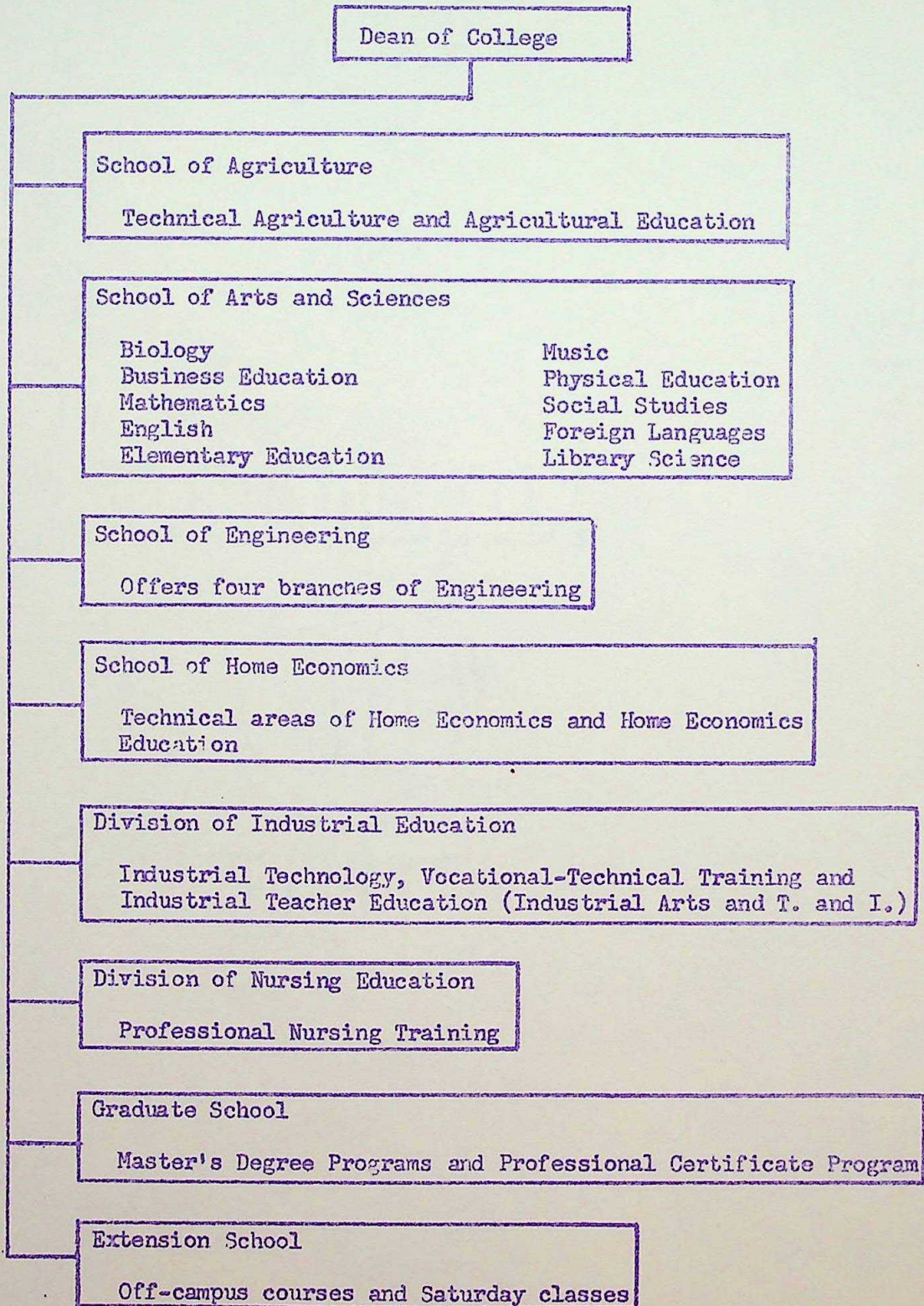
a. the complement of administrative officers in the institution and their relationships to one another.

Response:



b. the administrative units of the institution (departments, divisions, schools, colleges) and the functions assigned to each.

Response:



- c. the policy forming bodies (graduate council, curriculum committee), their functions, and their relationships to one another.

Response:

1. Admission, Registration and Graduation Committee

Establishes policies and standards for admission, registration and graduation.

2. Educational Policy, Standards, Curriculum and Coordination Committee

Establishes policies and standards on all aspects of the curricula for the total college; ratifies standards and policies of other committees; establishes general academic standards.

3. Graduate Studies Committee

Establishes policies and standards on all aspects of the graduate program.

4. Central Teacher Education Committee

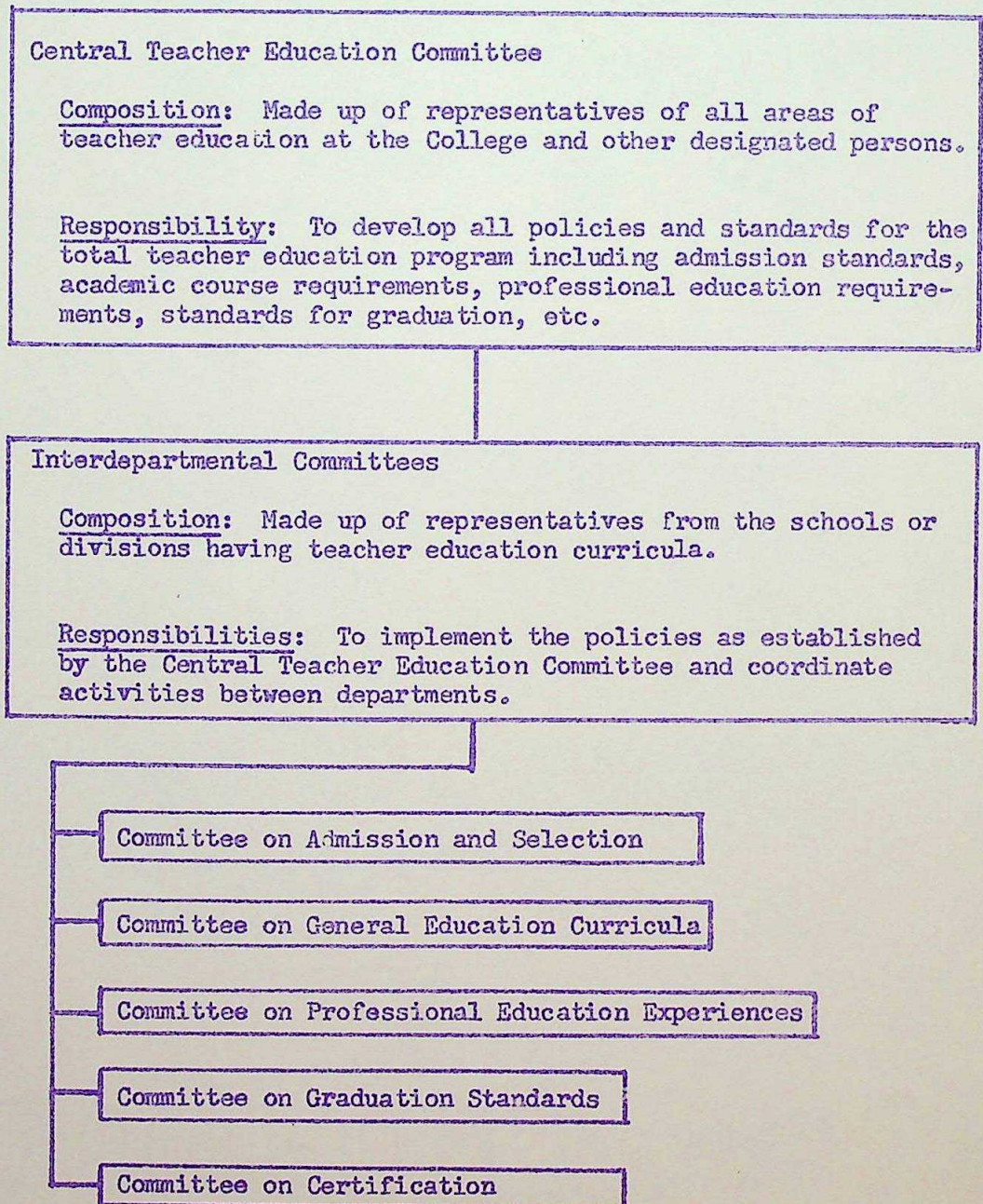
Establishes policies and standards on all aspects of the total teacher education program at the college.

5. Extension School Committee

Establishes policies and standards on extension programs.

2. Submit a chart or otherwise show how the institution is organized for the development of policies relating to the various aspects of teacher education for all persons preparing to teach at the undergraduate level. The information should show clearly whether the Education unit is responsible for formulating policies for all aspects of teacher education (admission standards, academic course requirements, professional education requirements, standards for graduation), whether an interdepartmental committee carries this responsibility or whether different administrative units formulate policies relating to their own students.

Response:



3. For any existing interdepartmental committee or council for the formulation of policies relating to the undergraduate teacher education program, provide the following information: (a) number of members, (b) how chosen, (c) aspects of the program for which it formulates policies, (d) limitations, if any, of its responsibility, and (e) the committee (s) or administrative officer (s) that must approve recommended policies before they become effective.

Response:

Central Teacher Education Committee

- a. Number of members: Twelve
  - b. How Chosen: Appointed by the President of the College
  - c. Aspects of the program for which it formulates policies:  
Establishes standards and policies for the total undergraduate and graduate teacher education program.
  - d. Limitations:  
Limits action to developing, interpreting, administering and evaluating policies and standards.
  - e. The Committee (s) or Administrative officer (s) that must approve recommended policies before they become effective:  
Action on courses and curricula must be approved by the Committee on Educational Policy, Standards, Curriculum and Coordination and ratified by the Executive Cabinet.  
Actions on other aspects of the teacher education program must be ratified by the Executive Cabinet.
4. Submit a chart or otherwise show how the institution is organized for the development of policies relating to all aspects of the graduate program for school personnel.

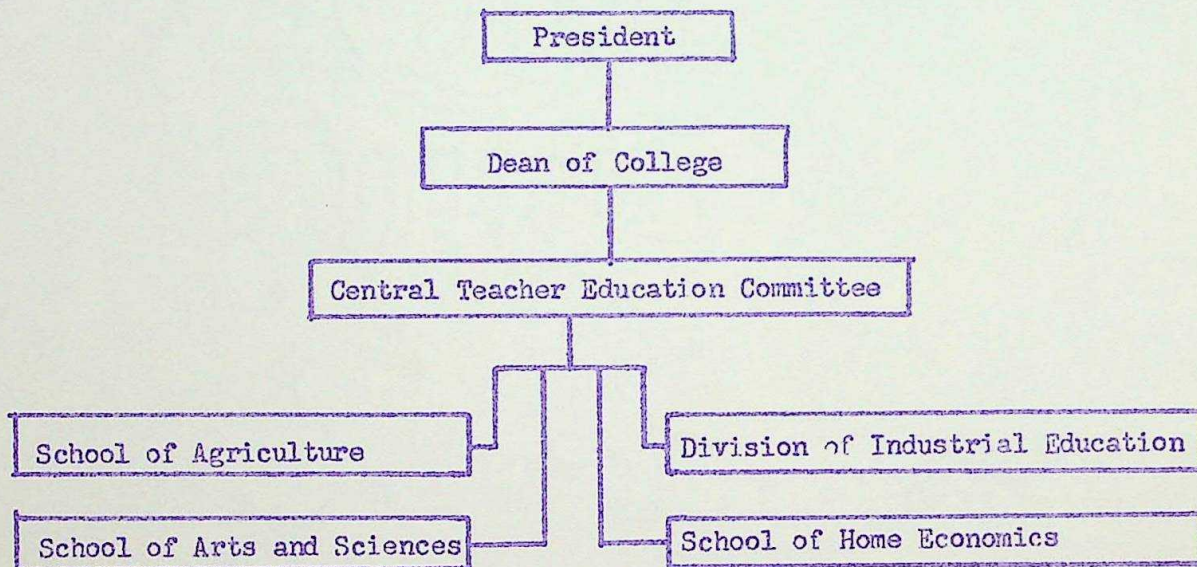
Response:

All aspects of the graduate program in teacher education are governed by policies and standards established by the Central Teacher Education Committee and approved by the Committee on Graduate Study.

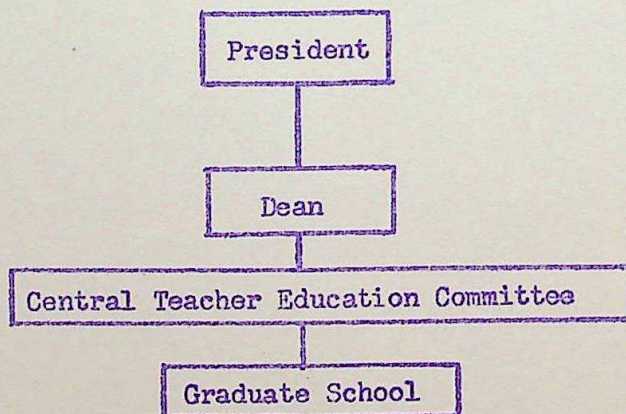
5. For both the undergraduate and graduate programs prepare charts or otherwise show the administrative officers or channels through which policies for teacher education are administered.

Response:

### Undergraduate Program



### Graduate Program



6. Describe any existing branch or extension center and explain its relationship to the undergraduate and graduate programs of teacher education.

Response:

A college extension center offers undergraduate and graduate courses in teacher education at off-campus centers and through Saturday classes on-campus. Courses offered are chosen from the approved teacher education curricula and meet standards as established by the Central Teacher Education Committee.