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Streamlined Process for Addition of New Program Level for Approved Programs

Institutions seeking the addition of a new delivery level for an existing program may now complete the Continuing Review section of the online approval system.

For example, an institution currently approved to offer the Early Childhood Generalist Endorsement exclusively at the Graduate level may submit a Continuing Review proposal and select the radial button in the proposal seeking approval to also offer the program at the Undergraduate Level.

Program Submission User Manual

A [user manual](#) for the online proposal submission system is available on the Ohio Department of Higher Education (ODHE) website. The manual provides information on the reporting and approval process, user access, how to submit an Initial Inquiry, and how to complete proposal shells for: Continuing and New Programs, Limited State Review, Change Requests, and more.

<https://www.ohiohighered.org/offering-education-programs>

Spring Survey Distribution

Spring Surveys for Pre-Service Candidates, Principal Interns, and Principal Mentors were distributed March 7*.

Reminder emails will be sent to recipients on either March 15 or 21 depending upon institution spring break schedules. A final request will be sent April 11, just prior to the April 15 closing date for the surveys. Institutions will receive a listing of complete and incomplete surveys on April 11 as well.

*Surveys for institutions requesting a different distribution date will be distributed as requested.

Performance Report Schedule

Updates have been made to the Educator Preparation Performance Report Schedule. The schedule has been changed to provide stable deadlines for Performance Reports and Survey distribution that will not fluctuate from year to year. Because of this, some deadlines may fall on weekends. When this happens, the default will be the nearest subsequent work day. The Performance Report Schedule is included on the next page and will be posted online at: <https://metricreportingsystem.ohiohighered.org>.

Performance Reports for 2015 have been delayed due to delays in Value-Added data acquisition. Reports for 2014 remain on the website. As soon as the data becomes available, reports will be finalized, posted, and notification will be sent

Program Review Deadlines

Spring 2016
Program Review
Submissions: Due
March 21

Fall 2016
Program Review
Initial Inquiries:
Due September 26

Fall 2016
Program Review
Submissions:
Due October 10

Ohio Department of Higher Education Educator Preparation Performance Report Schedule

Please send all documents to jmercerhill@highered.ohio.gov

**When a date lands on a weekend, the default will be the nearest work day.*

Date	Description
Jan 8	<ul style="list-style-type: none"> • Disaggregated Teacher and Principal level Value-Added data sent to EPPs • Status report on progress on the final report sent.
Jan 25	Preliminary Performance Reports sent for review.
Feb 8	Deadline for EPPs to submit corrections to preliminary Performance Reports.
Feb 15	ODHE publishes previous year Ohio Educator Preparation Performance Report.
Feb 25	Request for lists for Spring survey invitations sent: Pre-service Teachers, Principal Interns and Principal Intern Mentors.
March 2 nd week	Default opening date for Spring Pre-Service Teacher Candidates, Principal Candidates and Principal Mentor surveys (unless EPP selects another date).
April 15	<ul style="list-style-type: none"> • Default closing date for Spring Student Teacher, Principal Interns, and Principal Intern Mentors surveys (unless EPP selects another date). • Request for lists for Summer survey invitations sent: Pre-service Teachers, Principal Interns, Principal Intern Mentors, and Employers.
May 1	<ul style="list-style-type: none"> • EPPs sent the following for corrections/updates: 1) EPP Profile Summary 2) List of Approved Programs and 3) MRS Programs list • Deadline for EPPs to send distribution lists of Summer Pre-service Teacher, Principal Interns, Principal Intern Mentors, and Teacher and Principal Employers.
Jun 15	Default opening date for Summer Pre-Service Teacher Candidates, Principal Candidates and Principal Mentor surveys (unless EPP selects another date).
Jun 30	Deadline for EPPs to return updated 1) EPP Profile Summary, 2) List of Approved Programs, 3) MRS Programs List
Jul 15	<ul style="list-style-type: none"> • Default closing date for Summer Pre-service Teacher, Principal Interns, and Principal Intern Mentors surveys (unless EPP selects another date). • Survey opens for Employers of Teachers and Principals. • Effective Date of Ohio Licensure for Teachers and Principals verification files sent to EPP.
Aug 31	Deadline for EPPs to send corrections to the Effective Date of Ohio Licensure for Teachers and Principal files. (Please send a note even if there are no changes.)
Aug 31	Survey closes for Employers of Teachers and Principals.
Sept 1	Request for lists for Fall survey invitations sent: Pre-service Teachers, Principal Interns, Principal Intern Mentors, and Employers of Teachers and Principals.
Sep 15	<ul style="list-style-type: none"> • Deadline for EPPs to send distribution lists for Fall Pre-service Teachers, Principal Interns, Principal Intern Mentors. • Request for Year 2 Resident Educators sent from ODHE to ODE.
Oct 1	MRS OPENS. Data collection for Sept.1 through Aug. 31 (previous academic year) begins MRS training/webinar window opens.
Oct 9	<ul style="list-style-type: none"> • Default opening date for Fall Pre-service Teachers, Principal Interns, and Principal Intern Mentors (unless EPP selects another date). • Survey opens for Year 2 Resident Educators.
Nov 13	<ul style="list-style-type: none"> • Default closing date for Pre-service Teacher, Principal Interns and Principal Intern Mentors surveys (unless EPP selects another date). • Survey closes for Year 2 Resident Educators.
Nov 17	Deadline for EPPs to send notification if accreditation status changes as a result of October accreditation council meetings.
Nov 30	MRS CLOSES at 11:59 pm. Data collection for Annual Performance Report ends.

Wanted: Program Reviewers

ODHE seeks experts to serve as program reviewers in all licensure areas. Consultants receive a stipend and must 1) possess a thorough understanding of Ohio's licensure standards and ODHE's program approval standards, 2) have experience in higher education, and 3) have experience with PK-12 settings, such as teaching, leadership or professional development.

Interested individuals should send a letter of interest highlighting his/her qualifications to serve as a reviewer along with current a Curriculum Vita to Matt Exline at mexline@highered.ohio.gov.

Resources

Free Training Opportunity for Higher Education Faculty. The Ohio Leadership Advisory Council (OLAC) has a variety of free webinars [online](#).

ODHE Educator Preparation Listserv. Anyone interested in receiving notices about educator preparation is invited to join the ODHE Educator Preparation. Email Jessica Mercerhill at jmercerhill@highered.ohio.gov to be added.

ODHE Program Finder. ODHE maintains an [online](#) searchable database of Chancellor-approved Educator Preparation Providers.

Important Dates

March

23-25 Council for Accreditation of Educator Preparation (CAEP) Conference – San Diego, CA
30-31 Ohio Confederation of Teacher Education Organizations (OCTEO) Spring Conference
31 edTPA Implementation Conference – Savannah, GA

April

1 OCTEO Spring Conference
1-2 edTPA Implementation Conference – Savannah, GA

15 Spring Semester Surveys Close (default date)
15 OAPCTE Monthly Meeting (Mt. Vernon Nazarene University, New Albany Campus)

May

7 SUED Meeting (Russell Room, Ohio School Boards Association 10am)
13 OAPCTE Monthly Meeting (Mt. Vernon Nazarene University, New Albany Campus)

June

2 SUED Meeting (Russell Room, Ohio School Boards Association 10am)

**Ohio Department of
Higher Education**
25 South Front Street
Columbus, OH 43215
www.ohiohighered.org

**Educator Preparation
Webpage:**
[ohiohighered.org/education-
programs/teaching-in-ohio](http://ohiohighered.org/education-programs/teaching-in-ohio)

Staff Information

Jessica Mercerhill
Director, Academic Quality Assurance
Phone: 614-387-5690
jmercerhill@highered.ohio.gov

Matt Exline
Assistant Director, Program Approval and Operations
Phone: 614-728-3095
mexline@highered.ohio.gov

Drew Sevel
Analyst, Researcher
Phone: 614-466-0551
asevel@highered.ohio.gov

Rebecca Watts, Ph.D.
Associate Vice Chancellor, P-16 Initiatives
Phone: 614-466-0884
rwatts@highered.ohio.gov