



## University Policy Statement

### UPS 411.400

## TEACHER PREPARATION

California State University, Fullerton accepts the principle that the collegiate preparation of personnel for the elementary and secondary schools (hereafter designated the public schools) shall be the responsibility of the entire institution.

- A. The President, Provost, and the Academic Senate shall exercise ultimate jurisdiction over all such courses, programs and degrees.
- B. The academic departments shall exercise operational jurisdiction over courses which have college-level academic matter as their content. Acceptance by the academic department of credit earned in these courses toward a major or degree in that area shall serve as evidence of their academic status (within the context of this document).
- C. The College of Education shall exercise operational jurisdiction over curricular offerings in professional education. Courses in professional education shall be defined as courses:
  1. So defined in Title V, Regulations of the State Board of Education, the California Commission on Teacher Credentialing, other accrediting bodies, and appropriate legislative action.
  2. And/or those designed specifically or primarily for the professional preparation of public school personnel.
- D. In instances where courses of a cross-disciplinary nature in professional education are housed outside of the College of Education, the operational jurisdiction of the College of Education shall be shared with the academic departments concerned and concurrent approval of course content and of faculty assignments will be practiced.
  1. Concurrent approval of course content shall be defined as:
    - a. New course offerings, when housed outside of the College of Education, shall be approved by the department in which they are housed and by the College of Education before transmittal to the Provost.
    - b. Existing course offerings shall comply with the following curricular policies of the College of Education:
      - (1) Current course outlines must be on file in the College office.

- (2) Appropriate College authorities will be responsible for articulation within the professional programs and the prevention of undesirable duplication.
  - (3) Substantive changes of content will be subject to the same procedures as those for new course proposals.
2. All faculty teaching such courses, if housed outside the College of Education, shall hold appointments as faculty in the appropriate academic department. As appropriate, such faculty shall be members of the Secondary Teacher Education Program (SecTEP) Advisory Council and contribute to policy recommendations.
- a. Initial Appointments. In order to meet California State Accreditation Standards, in instances where the selection of new faculty assumes responsibilities for such courses, consultation with the Dean of the College of Education and the appropriate College of Education department chair is recommended.
  - b. Consultation, as defined above, shall not be construed to mean the right to participation by the College of Education in personnel actions (retention, tenure, and promotion) of the individuals concerned. Participation by invitation may be appropriate in some cases.
- E. The jurisdiction of the College of Education shall furthermore include responsibility and authority for the execution of policies and procedures in such matters as field work supervision and professional advisement.
- (1) Administrative officers of the College of Education, in consultation with the appropriate academic departments, shall be responsible for the placement of students in field work connected with methods courses and student teaching in instances where these are housed outside of the College of Education.
  - (2) The Credential Programs Committee, a standing committee within the College of Education, shall include at least one representative of such faculty. This committee provides oversight of credential programs policy, including student appeals of program removal and review of all documents to be submitted to the California Commission on Teacher Credentialing.
- F. The Provost in consultation with individuals designated by the College of Education and the academic department concerned shall be responsible for the overall administration of these guidelines and shall be their final interpreter.

**EFFECTIVE DATE: June 16, 2015**  
Supersedes: UPS 411.400 dated 11-15-68  
and ASD 14-181

Source: College of Education, Spring 2015