

**New Business Item 11-51 Rev.**

App. 4/27/12

Revised 1/24/14

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**TITLE: Realignment of Annual State Approved Teacher Education Program Report**

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The Hawaii Teacher Standards Board approves consolidation of the annual report of State Approved Teacher Education Programs (SATEP) and the SATEP Title 2 report to streamline the reporting process and avoid duplication of effort:

- a. Effective academic year 2012-2013, each Hawaii SATEP will submit a consolidated report no later than May 31 of each year in a format developed by HTSB staff;
- b. The report will, at a minimum, include:
  - 1) Current contact information for the Unit;
  - 2) A list of all licensure programs currently offered by the unit;
  - 3) Substantive changes approved by the HTSB to the unit and programs within the past reporting year;
  - 4) Progress the unit and programs have made in addressing any areas for improvement or conditions on their current SATE approval;
  - 5) Information on traditional or alternative programs as requested by HTSB for inclusion in the state's Title 2 report;
- c. Preparation programs which submit annual reports to a national accrediting body approved by then HTSB may substitute portions of the Annual Report as identified in the report template;
- d. HTSB staff will disseminate the report template to Hawaii SATEP no later than January 31 prior to the report due date;
- e. This report replaces the report due each year by December 31.

**Submitted by:** Terry Lynn Holck

**Referred to:** Teacher Education Committee