



Program Name	
--------------	--

Program Quality and Improvement

PURPOSE: The Program Quality and Improvement On-Site Evidence Organizer is a tool for providers to use to give brief, descriptive overviews of how the provider collects and analyzes data on multiple measures of program and program completer performance and uses this data for continuous improvement. The organizer also details on-site visit evidence that providers should provide the review team for review during the on-site visit. This evidence should provide reviewers with a picture of a data driven cycle of continuous improvement and of programs that are adequately resourced including personnel and physical resources to meet the expectations of the RI Educator Preparation Standards.

This Organizer focuses on components 5.1, 5.2, 5.3, 5.4, 5.5 and 5.6 of the RI Standards for Educator Preparation.

DIRECTIONS: Briefly address the following prompts in the space provided, referencing specific examples in the accompanying evidence sources where appropriate. Bullets or brief text is acceptable. Please limit your responses to 250 words per prompt.

1. Describe your continuous improvement cycle and the systems and/or **processes for collecting and analyzing data** to inform continuous improvement. (5.1/5.2)
2. Describe how you **report and share data** relating to candidate performance in the program? (5.3)
3. Explain what you have learned from the data provided by the **RI Educator Preparation Index** and how this might be used to improve program performance and impact? (5.3)
4. Describe how you **involve stakeholders and community partners** in program evaluation and improvement? (5.4)
5. Describe how you ensure that candidates are prepared by a **diverse and quality faculty**? (5.5)
6. Describe how you ensure that the programs have **adequate resources** to meet the expectations for program quality in the RI standards for Educator Preparation Programs? (5.6)
7. Describe your **strengths and areas in need of improvement** in relation to program quality and improvement?

Continuous Improvement Cycle:

Report and Share Data:



Educator Preparation Index:
Stakeholder Engagement:
Diverse and Quality Faculty:
Other Resources:
Areas of Strength:
Areas for Improvement:

REQUIRED EVIDENCE: The chart below lists required on-site evidence that providers should submit. The chart also details if the required evidence should be submitted via an electronic template provided by RIDE, as an electronic document, or as a hard copy. All evidence must be uploaded to the on-line data collection system (electronic evidence) or provided to RIDE (hard copy) at least three weeks prior to the on-site visit. For electronic evidence, follow the naming conventions below and upload all evidence as PDF documents. The chart specifies minimally required evidence, providers may submit additional evidence to demonstrate how they meet PREP-RI expectations.

Note: If multiple electronic documents are submitted for the same component, then add to the naming convention an additional A, B, C, after the component number for each additional document. For example, S1A_CandidateName, S1B_CandidateName, S1C_CandidateName, etc.

Component	Required Evidence	Format	File Name	Description
5.1, 5.2	Continuous Improvement Overview	Electronic Template	S5.1_ContinuousImprovement_Overview	The overview must include the following information: data source, date of review, reviewer(s), analysis process, and provider decision made resulting from analysis.
5.2	Program Changes	Electronic Document	S5.2_ProgramChanges	Action plan for program improvement that shows development from data gathering and analysis to plans for changes based on most recent cycle of review.
5.3	Public Reporting	Electronic Document	S5.3_PublicReporting	Link to public reporting or sharing of information regarding program performance
5.3	Ed Prep Index: Educator Preparation Index Data	Electronic Document	S4.5_Ed_Prep_Index	The most recent Educator Preparation Index Data for the provider with the data aggregated and disaggregated by program.



Component	Required Evidence	Format	File Name	Description
				(Provider can submit a file or a file that has the link to the most recent data.)
5.4	Stakeholder Engagement Flowchart	Electronic Template	S5.4_StakeholderEngagement_Flowchart	The flowchart must include the following data: stakeholder groups and engagement, stakeholder feedback, and improvements based on feedback.
5.4	Stakeholder Engagement Materials	Electronic Document or Hard Copy	S5.4A_StakeholderEngagement_Materials	Additional materials relating to stakeholder engagement including materials from meetings of stakeholders to review performance data and materials used to solicit feedback from stakeholders.
5.5	Provider Faculty/Institutional Diversity Summary	Electronic Template	S5.5_Provider Faculty Diversity_DataFile	A data file that includes faculty demographics for the provider and institution broken out by race/ethnicity; and gender for the last five years.
5.5	Recruitment and Support of Diverse Faculty	Electronic Template	5.5_FacultyDiversity_RecruitmentSupport	A flowchart, timeline, or narrative that demonstrates how the provider recruits, hires, supports, and retains a diverse faculty.
5.5	Faculty Curriculum Vitae	Hard Copy	N/A	Curriculum Vitae for each program faculty member.
5.5	Faculty Evaluation	Electronic Template	S5.5_Faculty Evaluation	Materials and policies relating to the faculty evaluation process including frequency, instruments, and impact of the evaluation process. Faculty evaluations must be available upon request. Any candidate evaluations of faculty must be provided as evidence.