

Title II IPRC Training Series: IPRC Section by Section: Preloaded Sections [Transcript]

Hello. This training video, IPRC Section by Section: Preloaded Sections, is part of the Title II IPRC Training Series to support teacher preparation providers during the 2021 IPRC data collection. Today, we are going to review the preloaded sections in the IPRC.

We'll start with Section I, which has several pages. The first is the **List of Programs** page. This page asks you to list each program you offer that can lead to an initial teaching credential, and to indicate whether the program is offered at the undergraduate level, the postgraduate level, or both. Below the list of programs table, you also provide the total number of programs for an initial teaching credential that you offer.

The list is preloaded from what you reported last year. Please review your list and make any adjustments necessary.

Keep in mind that the categories are pre-set categories, which means there are some limitations in how your programs will be reflected. For example, if you offer an Elementary Special Education program, that single program would be reflected in two different rows in the table: Elementary Education and Special Education. There is not an option for combining subject areas from the list into a single row. Rather, you should approach this list considering each item in the dropdown. If you offer a teacher preparation program that would lead to an initial teacher credential in one of those areas, you should reflect that in your table.

If you need to add a new program to your list, use the dropdown in the final row of the table to select the program, select whether the program is offered at the undergraduate level, the postgraduate level, or both; then, click Insert.

Please note that the total number of programs below the table is pre-loaded, but it is not auto-calculated. That total number may or may not equal the sum of the rows in your table, as a single program may cover multiple subject areas and thus may be reflected in multiple rows in the table. We are asking you to review and update that number as

needed, so it accurately reflects the total number of programs for an initial teaching credential that you offer.

The next page is the **Program Requirements** page. There are three subsections within this page, and each of those three subsections has data elements that are preloaded. We'll start with Undergraduate Requirements.

Your data here are preloaded with what you reported last year, to first reflect whether or not you offer programs at the undergraduate level. If no, the rest of this subsection will be blank. If yes, those responses will be preloaded to indicate your program's admission requirements and graduation requirements or completion requirements. If you checked yes to indicate that a minimum GPA is required for either entry or exit, there are boxes below the table to indicate what those minimum GPA requirements are, as well as a text box for you to provide additional context or information about your program's requirements.

The next subsection on this page is Postgraduate Requirements, which is also preloaded with what you reported last year, reflecting first whether or not you offer programs at the postgraduate level, and if so, reflecting your program's admission requirements and graduation requirements or completion requirements, minimum GPA requirements, and any additional information.

For both of those subsections, please review and update as necessary.

The final subsection on this page is **Supervised Clinical Experience**. This subsection is preloaded with your program's supervised clinical experience requirements as you reported them last year: reflecting the number of clock hours required *prior to* student teaching and required *for* student teaching, if you offer programs with student teaching models, and reflecting the number of clock hours required *prior to* teaching as the teacher of record in a classroom, and the number of years required teaching as the teacher of record in a classroom, if you offer programs with that type of model. Please review your responses and update as necessary.

Please also note that there are data elements that require data entry, where you will indicate the number of individuals supervising and participating in supervised clinical experience. We'll cover those more in depth in our training that focuses on the data entry sections of the report.

I am skipping over the Enrollment and Program Completers page, as well as the Teachers Prepared page; look for those in the training video that focuses on the data entry sections of the report as well.

The next preloaded page in Section I is **Program Assurances**. This is preloaded with your responses to the assurances from last year. Please review your responses and update as necessary.

Now that we've covered Section I, let's move on to **Section II: Annual Goals**. In this section, you set and report on quantifiable goals for increasing the number of prospective teachers trained in four teacher shortage areas: Mathematics, Science, Special Education, and Instruction of Limited English Proficient Students. All four pages are set up in the exact same way, and the only difference is the shortage area being reported.

Each page is split into three different subsections: the first is where you will report on progress towards your goal from last academic year; the next is where you will review the goal you have already set for the current academic year we are in now, and finally, you will set a new goal for the next academic year. The first two sections have data elements that are preloaded.

In the subsection where you will report on progress towards your goal from last academic year, the first two questions are preloaded to indicate whether you prepare teachers in the shortage area in question, and if yes, with the goal you have previously set. In questions three through six, you will respond to the prompts to indicate whether your program met its goal and describing your strategies and lessons learned.

The next subsection is preloaded for you, to reflect the goal you have already set for the current academic year we are in now. No further action is needed there.

The final subsection is not preloaded; this is where you will set a new goal for next academic year.

We are going to skip over Section III: Pass Rates. Those are not yet loaded into the IPRC—that happens in mid-April after we receive the final pass rate files from the testing companies. We will release a training that is dedicated to Section III: Pass Rates in April.

The next section is **Section IV: Low-Performing**, which is preloaded to indicate whether your program is currently approved or accredited, and if yes, by which

organization; and, whether your program is currently designated as “low-performing” by the state. Please review for accuracy and update as necessary.

The next section is **Section V: Use of Technology**, which is preloaded with your responses to a number of yes/no questions indicating whether your program prepares teachers to use technology in various ways, and an open-ended response to provide a description of how your program prepares teachers to use technology. Please review for accuracy and update as necessary.

The next section is **Section VI: Teacher Training**, which is preloaded with your open-ended responses describing how your program prepares general education teachers to teach students with disabilities effectively, to participate as a member of IEP teams, and to effectively teach students who are limited English proficient. Below those questions, the next set of questions are also preloaded, first with your response regarding whether your program prepares special education teachers, and if so, your open-ended responses describing how your program prepares special education teachers to teach students with disabilities effectively, to participate as a member of IEP teams, and to effectively teach students who are limited English proficient. Please review for accuracy and update as necessary.

The final section of the IPRC is the **Contextual Information** section. This section is optional; you do have the option to leave it blank. It is preloaded for you, so if you provided contextual information last year to further describe your program, that information is preloaded.

Please review for accuracy, update as necessary, and here you may also want to consider providing further context about how your programs adapted during the COVID-19 pandemic.

You are also able to upload any documentation to support your IPRC. Documents that you may have included in last year’s IPRC do not get preloaded, so your open-ended response is preloaded, but you will need upload documents if you want those to be included.

That wraps up our training video on the preloaded sections in the IPRC. We’ll see you again soon in the next training.