

General Institutional Preconditions

General Statement Applicable to all Preconditions for all Educator Preparation Programs

Pursuant to Education Code Section 44227 (and 44265 where applicable for Education Specialist Program) each program of professional preparation that leads to a teaching or services credential shall adhere continually to the following requirements of California State Law or Commission Policy. Each institution must respond to the general preconditions as well as all other applicable program specific preconditions.

(1) Accreditation and Academic Credit. The program(s) must be operated by

- (a) **Institutions of higher education:** A college or university that (i) is fully accredited by the Western Association of Schools and Colleges or another of the six regional accrediting associations, and (ii) grants baccalaureate academic credit or post baccalaureate academic credit, or both. An institution approved to offer educator preparation in California must notify the Commission within 30 days if its regional accreditation status changes.
- (b) **School districts or other non-regionally accredited entities:** The Superintendent or CEO of the district or entity shall submit a signed letter noting district leadership continued support for the program.

Program Response:

Alliant International University is [fully accredited by the Western Association of Schools and Colleges \(WASC\)](#). Alliant is approved to grant a variety of baccalaureate, masters, and doctorate degrees as well as a number of certificates, credentials, and authorizations

Source:

[WASC Reaffirmation Letter – February 2021](#)

(2) Enrollment and Completion. Once a candidate is accepted and enrolls in an educator preparation program, the approved program sponsor must offer the approved program, meeting the adopted standards, until the candidate:

- i. completes the program;
- ii. withdraws from the program;
- iii. is dropped from the program based on established criteria; **or**
- iv. is admitted to another approved program to complete the requirements, with minimal disruption, for the authorization.

Program Response:

Alliant assures that once a candidates enrolls in the Educator Preparation Program, we will support the candidate until the candidate completes the program, withdraws from the program, is dropped from the program, or is admitted into another program.

Source:

Statement of Assurance: Enrollment and Completion – CSOE Dean

In the event the program closes, a teach out plan, which includes individual transition plans for each candidate as well as a plan for candidates and graduates to access their student records would need to be developed.

Program Response:

Alliant has a process in place in the event of a program closure. When Alliant makes the decision to close a program, a CAF (Curriculum Action Process) is completed based on the [Curriculum Action Policy](#) once the decision has been made, even if the program is in the process of supporting all the students in a teach-out method. This process includes the completion of **Form D: Program Closure** in alignment with the [Program Moratorium Reinstatement and Closure Policy](#).

Included within the [Teach Out Plan](#) are confirmations of Alliant’s focus on fulfilling its mission to provide the following to candidates and staff:

- 1) Public Disclosures
- 2) Student Notifications
- 3) Teach Out Agreements
- 4) Student Completion Support
- 5) Disposition of Records and Transcripts

(3) Responsibility and Authority. To be granted continuing accreditation by the Committee on Accreditation, the entity shall provide the following information:

- (a) Identify the position within the organizational structure that is responsible for ongoing oversight of all educator preparation programs offered by the entity (including educator preparation programs offered by an extension division, if any).

Program Response:

Within the California School of Education (CSOE), the individual responsible for all educator preparation programs is the **Dean, Dr. Kristy Pruitt**.

In addition to Dr. Pruitt, each educator preparation program within CSOE has an overseeing Program Director responsible for the continued supervision, alignment, and operation of the individual educator preparation program. The current Program Directors are identified as follows:

- **Administrative Services Credential Program** – Dr. Chris Pilkington
- **Bilingual Authorization Program** – Dr. Ken Kelch
- **California Teachers of English Learners (CTEL) Program** – Dr. Ken Kelch
- **Pupil Personnel Services (PPS) Programs** – Dr. Vangie Akridge
- **Teacher Education Programs** – Dr. Tatiana Rivadeneyra

- (b) Provide a description of the reporting relationship between the position described in (a) and the individual(s) who coordinate each educator preparation program offered by the entity. If a reporting relationship is indirect, describe the levels of authority and responsibility for each educator preparation program. Include an organizational chart for the institution as well as the division(s) within the institution responsible for the oversight of educator preparation programs; include any parent organization, outside organization(s), or partner(s) who will be involved in the oversight of the educator preparation unit and/or responsible for any aspect of program delivery.

Program Response:

The Program Directors within Alliant’s educator preparation programs report directly to the Dean, as presented in the current [Organizational Chart](#).

- (c) Provide policies to ensure that duties regarding credential recommendations are provided solely by persons who are current employees of the Commission approved institution.

Program Response:

Alliant employs a dedicated team of Credential Analysts who are responsible for all credential and document recommendations within the institution.

Source:

[Statement of Assurance: Credential Recommendations – CSOE Dean](#)

- (4) Lawful Practices.** To be granted continuing accreditation by the Committee on Accreditation, a program of professional preparation must be proposed and operated by an entity that makes all personnel decisions without unlawful discrimination. These decisions include decisions regarding the admission, retention or graduation of students, and decisions regarding the employment, retention, or promotion of employees.

Program Response:

Alliant prohibits discrimination in employment as well as in its educational programs and activities, including admission or access thereto, on the basis of race, national origin, color, creed, religion, sex, age, marital status, disability, medical condition, veteran status, sexual orientation, gender identity, or associational preference. Alliant prohibits unlawful discrimination, harassment, and retaliation in its educational programs, services and activities, and in employment practices.

Within the *Faculty Handbook*, Alliant prioritizes a ***Commitment to Diversity and Nondiscrimination***:

Alliant International University has a long history of commitment to diversity and nondiscrimination. The University is committed to fostering a multicultural, international, and inclusive climate throughout its academic communities. This commitment means that differences based on country of origin, race, ethnicity, gender, sexual orientation, age,

disability, religion, and socio-economic status are respected and embraced with the recognition that they contribute to the educational mission of the University and to the quality of the intellectual climate and social well-being of each member of the University community. These principles are fundamental to the successful operation of the University in that they foster academic plurality, freedom of thought, and academic freedom and creativity.

Alliant International University is dedicated to providing inclusive excellence, knowledge, and support for candidates, staff, and the community. Alliant has a [Diversity and Inclusion Statement](#) that encompasses the Alliant community as a whole as well as a department committed to the application of [Diversity, Equity, and Inclusion](#).

Sources:

[Alliant Faculty Handbook](#) > *Commitment to Diversity and Nondiscrimination*, Page 11

[Alliant Employment and Job Postings](#)

[Non-Discrimination Policy](#)

[Proposed DEI Task Force](#)

- (5) Commission Assurances.** To be granted continuing accreditation by the Committee on Accreditation, the program sponsor must:
- (a) assure that the sponsor will fulfill all of the applicable standards of program quality and effectiveness that have been adopted by the Commission,
 - (b) assure that all candidates participating in public school-based field activities hold a Certificate of Clearance from the Commission,
 - (c) assure that the approved program sponsor will cooperate in an evaluation of the program by an external team or a monitoring of the program by a Commission staff member, and
 - (d) assure that the approved program sponsor will participate fully in the Commission's accreditation system, including the timely submission of documents required for accreditation.

Program Response:

Alliant is committed to the continued success of its candidates, as confirmed by the CSOE Dean.

Source:

[Statement of Assurance: Commission Assurances – CSOE Dean](#)

- (6) Requests for Data.** To be granted continuing accreditation by the Committee on Accreditation, the entity must identify a qualified officer responsible for reporting and responding to all requests from the Commission for data including, but not limited to, program enrollments, program completers, examination results, including

performance assessments, and state and federal reporting within the time limits specified by the Commission. Institutional contact information must be updated annually.

Program Response:

The Alliant staff member that is responsible for all requests for data from the Commission is as follows:

- James Bailey, Accountability and Compliance Officer

Source:

[Statement of Assurance: Requests for Data – CSOE Dean](#)

(7) Veracity in all Claims and Documentation Submitted. To be granted continuing accreditation by the Committee on Accreditation, the entity must positively affirm the veracity of all statements and documentation submitted to the Commission.

Program Response:

Alliant understands that all statements, documents, and information provided to the Commission must be accurate and truthful in order to maintain continued accreditation, as confirmed by the CSOE Dean.

Source:

[Alliant Statement of Veracity](#)

(8) Grievance Process. To be granted continuing accreditation by the Committee on Accreditation, the approved program sponsor must have a clearly delineated grievance process for candidates and applicants. The grievance process information must be accessible to all candidates and applicants and the institution must be prepared to provide documentation that candidates have been informed of the grievance process and that the process has been followed.

Program Response:

Alliant Candidates may escalate a grievance per the process outlined in the university's ***Problem Solving and Dispute Resolution Guidelines***. This process includes:

1. Unfair or unreasonable treatment by a staff or faculty member in relation to the discharge of University- related duties;
2. Violation of a duly adopted University policy as described in the University's catalog, student handbooks, or other publications;
3. Harassment and/or discrimination under federal, state or local law; or
4. Unethical conduct according to recognized professional standards.

The following issues are not reviewable through the grievance process:

1. An issue that would dispute the legitimate exercise of professional judgment by University

- faculty, administration or staff;
2. The content of any policy or procedure currently in force at the University;
 3. A student performance evaluation or grade for a course or field placement or for independent academic work under the supervision of a faculty member (grade appeals process applies);
 4. A decision regarding a student's academic status made by a duly designated administrative officer or committee;
 5. A procedural or final decision of a previous complaint or grievance; or
 6. Any action taken more than 180 calendar days prior to a complaint or grievance.

Alliant Candidates are provided with access to the Grievance Process upon enrollment into the university when they review and sign the [Enrollment Agreement](#) (page 8). Resources to the Grievance Process are also available through the Academic Advisor and are provided within their specific programs. An example of this is through the [Clinical Practice Handbook](#) (page 33) within the Teacher Education Program.

Sources:

[Alliant Website > Student Rights and Responsibilities > Problem Solving and Dispute Resolution Guidelines](#)

[Formal Grievance Complaint Report Form](#)

(9) Faculty and Instructional Personnel Participation. All faculty and instructional personnel employed by colleges and universities who regularly teach one or more courses in an educator preparation program leading to a credential, shall actively participate in the public school system at least once every three academic years, appropriate to their credential area. Faculty who are not in the Department, School or College of Education are exempt from this requirement. *Reference: Education Code Section 44227.5 (a) and (b).*

Program Response:

Alliant faculty are required to actively participate in California public schools. As Alliant continues to evaluate current faculty and hire new faculty for the upcoming academic year, the participation in public schools plays an important role.

Source:

[Faculty and Instructional Personnel Participation](#)

(10) Communication and Information. To be granted continuing accreditation by the Committee on Accreditation, the approved program sponsor must provide easily accessible and accurate information to the public, prospective educators, and enrolled candidates about the requirements for admission and successful completion for all its educator preparation programs.

Program Response:

The website for Alliant International University includes information regarding admissions requirements, course and fieldwork requirements, and completion requirements. The website is a public platform and is accessible to anyone and everyone.

Sources:

Alliant Website

Alliant Website > [California School of Education](#)

Alliant Website > Admissions & Application Info > [Teacher Licensure](#)

Alliant Website > [California School of Education Admissions Requirements](#)

Alliant Program Course and Fieldwork Requirements > California School of Education:

- ***Administrative Services Credential Program***
 - [Administrative Services Credential](#)
- ***Bilingual Authorization Program***
 - [Bilingual Authorization](#)
- ***California Teachers of English Learners (CTEL) Program***
 - [Certificate in California Teachers of English Learners \(CTEL\) Leading to CLAD Certification](#)
- ***Pupil Personnel Services (PPS) Programs***
 - School Counseling Programs
 - [Education Specialist Degree in School Counseling with an Emphasis on School Based Mental Health with a Pupil Personnel Services Credential](#)
 - [Master of Arts in Education- School Counseling with Pupil Personnel Services Credential](#)
 - [Pupil Personnel Services Credential: School Counseling](#)
 - School Psychology Programs
 - [Education Specialist in School Psychology \(with Pupil Personnel Services Credential and Emphasis in School Based Mental Health\)](#)
 - [Master of Arts in Education- School Psychology with Pupil Personnel Services Credential](#)
 - [Pupil Personnel Services Credential: School Psychology](#)
- ***Teacher Education Programs***
 - Intern Programs
 - Education Specialist
 - [Master of Arts in Education- Special Education with Preliminary Education Specialist Instruction Credential](#)
 - [Preliminary Education Specialist Instruction Credential: Mild/Moderate Disabilities](#)
 - Multiple Subject
 - [Master of Arts in Education: Teaching with Preliminary Multiple Subject Teaching Credential: Early Completion Intern Option](#)
 - [Master of Arts in Education: Teaching with Preliminary Multiple Subject Teaching Credential: Standard Internship Option](#)
 - [Preliminary Multiple Subject Teaching Credential: Early Completion](#)

- [Intern Option](#)
 - [Preliminary Multiple Subject Teaching Credential: Standard Internship Option](#)
 - Single Subject
 - [Master of Arts in Education: Teaching with Preliminary Single Subject Teaching Credential: Early Completion Intern Option](#)
 - [Master of Arts in Education: Teaching with Preliminary Single Subject Teaching Credential: Standard Internship Option](#)
 - [Preliminary Single Subject Teaching Credential: Early Completion Option](#)
 - [Preliminary Single Subject Teaching Credential: Standard Internship Option](#)
- Traditional Programs
 - Education Specialist
 - [Master of Arts in Education- Special Education with Preliminary Education Specialist Instruction Credential](#)
 - [Preliminary Education Specialist Instruction Credential: Mild/Moderate Disabilities](#)
 - Multiple Subject
 - [Master of Arts in Education: Teaching with Preliminary Multiple Subject Teaching Credential: Student Teaching Option](#)
 - [Preliminary Multiple Subject Teaching Credential: Student Teaching Option](#)
 - Single Subject
 - [Master of Arts in Education: Teaching with Preliminary Single Subject Teaching Credential: Student Teaching Option](#)
 - [Preliminary Single Subject Teaching Credential: Student Teaching Option](#)

Alliant Program Completion > [CSOE Program Specific Policies](#):

Students must complete all requirements for the program to become a Program Completer.

Specific, individual guidance for Program Completion is provided to enrolled candidates.

This guidance is overseen by the following Alliant Staff:

- Program Course Completion: Academic Advisor
- Program and State Credential Requirements: Credential Analyst

(11) Student Records Management, Access, and Security. To be granted continuing accreditation by the Committee on Accreditation, the sponsor must demonstrate that it will maintain and retain student records in accordance with the institution's record retention policy. Institutions will provide verification that:

- (a) Candidates and graduates will have access to and be provided with transcripts and/or other documents for the purpose of verifying academic units and program completion.

Program Response:

Alliant Candidates and graduates can request copies of their unofficial or official transcript using the [Request Transcript](#) link available on the Alliant Website. Additional documents, such as a program completion checklist, are available upon request from the Academic Advisor and/or Credential Analyst.

- (b) All candidate records will be maintained at the main institutional site or central location (paper or digital copies).

Program Response:

Alliant maintains all candidate records within a secure digital server. This server is only accessible to approved Alliant Staff and staff must log in using a personal log-in.

- (c) Records will be kept securely in locked cabinets or on a secure server located in a room not accessible by the public.

Program Response:

Alliant maintains secure records for all enrolled candidates and program completers within the California School of Education. Records are maintained on secure servers. Access to these secured servers require an approval process by the staff manager as well as the IT Department. These secure servers require specific log-in information and are only accessible to approved Alliant staff members.

Source:

[Statement of Assurance: Student Records Management, Access, and Security – CSOE Dean](#)

- (12) Disclosure.** Institutions must disclose information regarding any outside organizations that will be providing any direct educational services as all or part of the educator preparation programs sponsored by the institution and identify the type of services the outside organization will provide.

Program Response:

Alliant does not use outside entities to provide educational services to candidates, as confirmed by the CSOE Dean.

Source:

[Statement of Assurance: Disclosure – CSOE Dean](#)