Definitions & Rules source: Arizona Administrative Code

R7-2-604.02.K.1-4/R7-2-604.03.H.1-3 - Each approved Professional Preparation Institution (PPI) shall submit a 'Biennial Report' with the Department documenting each Educator Preparation Program's (EPP) activities for the previous two years. The report shall include the following, as outlined below:

Professional Preparation Institution: (PPI)	Pima Community College
Educator Preparation Program Name: (EPP)	Post-Degree Teacher Certification
PPI Website:	https://pima.edu/academics-programs/degrees-certificates/education/teacher-education/secondary-post-degree
Program Approval Date:	2/27/2023
Date of Biennial Report Submission:	08/29/2025
Program Pathway:	Alternative and Traditional

Program Type Information:

Degree
(Check all that apply)

Bachelors ☐ Post-Baccalaureate ☒

Masters ☐ Doctoral ☐

Other ☐ n/a

Mode of Instruction Virtual

Certificate: Secondary Education, Grade 6-12

National Accreditation Yes If yes: HLC

Primary Contact for EPP

Name:	Tirza Sanders
Title:	Academic Director of Education Programs
Email address:	tsanders4@pima.edu
Phone number:	520.206.5385

Board Approval with Deficiencies *(First Biennial Report Only)*

Did the EPP program have any deficiencies at time of approval? No ☒ Yes ☐ N/A ☐
Please list all deficiencies and any corrective actions.

n/a

ARIZONA
Department of Education

Professional Preparation Institution & Related EPP Commendations:

Please provide any commendations received during this period of performance.

n/a

Substantive Changes - Please provide any substantive changes covering the previous two years for this Educator Preparation Program. Substantive includes any important or significant changes to include but not limited to; mode of instruction, accreditation, course changes, assessments, and/or field or capstone experiences, etc.

Did the EPP program have substantive changes during the previous two years?   No ☒   Yes ☐   N/A ☐

Certificates R7-2-608 through R7-2-611.*, R7-2-613.*, R7-2-614.L, R7-2-616.*, R7-2-617.* Based on your approved EPP application, please describe any current or planned changes to meet current certification requirements as outlined in Arizona Administrative Code.
(*See reference page for a list of specific certificates.)

☒   No changes

R7-2-610 Secondary Teaching Certificate

R7-2-607 General Certification Provisions – Based on your approved EPP application, please describe any current or planned changes to meet current general certification provisions as outlined in Arizona Administrative Code.

☒   No changes

n/a

Other pertinent changes not specifically listed above:

☒   Not applicable

n/a

Verification for the Professional Preparation Institution (PPI)

R7-2-604.02.K.3 Verification of EPP requirements. (Name, title, and signature of the certification officer)

Certification Officer:

Name: Tirza Sanders
Signature:
Tirza San
Tirza Sanders (Sep 3, 2025 12:41:24 PDT)

Email: tsanders4@pima.edu

Educator Preparation Contact:

Name: Tirza Sanders
Signature:
Tirza San
Tirza Sanders (Sep 3, 2025 12:41:24 PDT)

Email: tsanders4@pima.edu

A R I Z O N A
Department of Education

R7-2-604.02.K.4 - Arizona Administrative Code requires "Relevant data on the educator preparation program, relevant staff, and candidates, which may include, but is not limited to, stakeholder surveys, completer data, and student achievement data required as a condition of initial or continuing program approval."

Stakeholder Surveys and Exit Interviews

Stakeholder Survey – Please provide a brief synopsis, summarizing overall stakeholder survey results for the previous two years.

Ten graduated students completed the exit interview. The majority of students felt "well-sufficiently" prepared for the survey items related to general teacher preparedness. The majority of students felt their student teaching "always-mostly" provided them with the appropriate, important experiences. The majority of students rated their instructors and the curriculum as "very" valuable and helpful.

Stakeholder Results *(attach file or link)*:	https://docs.google.com/spreadsheets/d/1s3tShEDWpz-3FNK37mAidcXgI8vZad8f/edit?usp=sharing&ouid=103053906753859245231&rtpof=true&sd=true

Exit Interview – Please provide a brief synopsis, summarizing overall exit interview results for the previous two years. Reasons may include, financial, personal/family, medical, program difficulty, change of career.

Fortytwo students exited the program during the 22/23 and 23/24 school year without graduating. Of those, ten were given a standard certification through Option B; five did not want to become a teacher; two moved to another state; two could not find teaching positions; four received a different certification (SME/CTE); one left to a different program, and eighteen did not provide any reason for leaving. Therefore, ⅓ of the exiting students met their goals for joining the program and ultimately received certification.

Exit Interview Results (attach file or link):	https://docs.google.com/spreadsheets/d/1BA2zKUdiObiKDH28F2wNv_hZ9Lc5rug1RHp_Dgpx2xI/edit?usp=sharing

A R I Z O N A
Department of Education

Student Completer and Achievement Data

Student Completers – Please provide a brief synopsis, summarizing student enrollment and completion data during the previous two academic years. *(A 'completer' is one who has met all the educational or training requirements in a state-approved course of study for initial teacher certification.)*

Our alternative program is larger than our traditional program. Many of our students who left without graduation received certification though Option B, SME, or CTE.   In addition, the vast majority of our graduates stay in Arizona and teach in our local communities.

Academic Year	EPP – Starting student enrollment		66
	EPP – Ending student enrollment		15
Biennial Report Program Year: 2022-2023	EPP – Total Completers		26
	In-state 26	Out-of-state 0	
FTE (Fulltime employee)	FTE – Number Faculty/Staff supporting EPP		7

Briefly describe staffing utilized to support the EPP.

The program team includes four full-time staff and three full-time faculty who are actively involved with internal and external stakeholders and who closely monitor student progress. We have college-wide infrastructure that provides varied support systems, such as: Advising, Counseling, Access and Disability Resources, Financial Aid, Assessment and Testing Services, Bookstores, Campus Support Services, Information Technology, and Library Services. Staff and Faculty participate in weekly program faculty/staff meetings to identify, plan, coordinate, and solve program, curriculum and student issues. We recruit, train, and maintain an adjunct faculty database of highly qualified instructors in each content area. We conduct semi-annual Post-Degree Teacher Certification Advisory Committee meetings to solicit feedback from our stakeholders. We participate in local and statewide committees and meetings. We closely evaluate data from student course evaluations. In addition, all team members have extensive K-12 teaching experience and the three full time faculty members in the department, plus many of the adjunct instructors, hold PhDs in Education and are exceptionally data-literate. This high level of expertise ensures that program monitoring and evaluation are instinctive and essential components of the program.

Academic Year	EPP – Starting student enrollment		90
Biennial Report Program Year:	EPP – Ending student enrollment		40
	EPP – Total Completers		33
2023-2024	In-state 33	Out-of-state 0	
FTE (Fulltime employee)	FTE – Number Faculty/Staff supporting EPP		7

Briefly describe staffing utilized to support the EPP.

Program staffing in 2023-2024 was the same as it was in 2022-2023, described above.

ARIZONA
Department of Education

Educator Preparation Program Certificates*
Source: Arizona Administrative Code

R7-2-608 Early Childhood Teaching Certificate

R7-2-609 Elementary Teaching Certificate

R7-2-609.01 Middle Grades Teaching Certificate

R7-2-610 Secondary Teaching Certificate

R7-2-611.* Special Education Teaching Certificates

> **D – Mild/Moderate Disabilities**
>
> **H – Moderate/Severe Disabilities**
>
> **J – Hearing Impaired**
>
> **L – Visually Impaired**
>
> **N – Early Childhood**

R7-2-613 PreK-12 Teaching Certificates

> **C – Art**
>
> **D – Dance**
>
> **E – Theatre**
>
> **F – Music**
>
> **H – Physical Education, PreK-12**

R7-2-614 Other Teaching Certificates

> **L – Classroom-Based Standard Teaching**

R7-2-616 Standard Professional Administrative Certificates

> **B – Standard Professional Supervisor**
>
> **C – Standard Professional Principal**
>
> **D – Standard Professional Superintendent**

R7-2-617 Other Professional Certificates

> **B – Standard School Counselor**
>
> **C – Standard School Psychologist**
>
> **F – Standard School Social Worker**