



February 2003

TO: Deans of Education in Universities or Colleges with Special Education, Bilingual Special Education and Related Preparation Programs

FROM: Johanna Duncan-Poitier *Johanna Duncan-Poitier*
Deputy Commissioner, Office of the Professions and Office of Higher Education

Lawrence C. Gloeckler *Lawrence C. Gloeckler*
Deputy Commissioner, Office of Vocational and Educational Services for Individuals with Disabilities

SUBJECT: Annual Survey of IHE Preparation Programs Associated with Shortages of Special Education Personnel

New York State is experiencing, as are many other states, critical shortages in special education, bilingual special education, and related pupil personnel service and related services areas.

The State Education Department is committed to proactively address these shortages. We are requesting your assistance by providing us with enrollment and capacity data in the aforementioned areas. The information you provide will be compiled, analyzed and utilized by the State Education Department, the New York City Department of Education, and Institutions of Higher Education to identify where additional State and Federal resources could and should be used to increase capacity, support recruitment, enhance faculty, and implement best practices. This survey will be conducted annually for the next five years to establish trend data.

The State Education Department will also be sharing data from the New York City Department of Education with the institutions of higher education identifying the projected need for special education and bilingual special education teachers. By linking together data identifying the demand for teachers with data identifying prospective teachers currently in preparation programs, we hope to focus resources and, therefore, help to increase the number of needed teachers in hard-to-staff schools.

Data is requested for the following program areas:

Special Education – monolingual and bilingual extension

School Psychologist – bilingual extension

Teachers of English and Speakers of Other Languages (TESOL)

Teachers of the Speech and Hearing Handicapped – monolingual and bilingual extension

We know that your time is valuable and your resources are stretched. However, the information you provide us in this survey is critical to our efforts to serve students with disabilities. Your prompt assistance is therefore greatly appreciated.

Please return all surveys by mail or fax by March 1, 2003 to:

Fredric DeMay

New York State Education Department

VESID

Room 1624 OCP

Albany, New York 12234

Attn: Special Education/Higher Education Survey

NEW YORK STATE EDUCATION DEPARTMENT

ANNUAL SURVEY OF IHE PREPARATION PROGRAMS ASSOCIATED WITH
SHORTAGES OF SPECIAL EDUCATION PERSONNEL

The purpose of this annual survey is to provide the New York State Education Department, the New York City Department of Education, and Institutions of Higher Education with pertinent enrollment and capacity data regarding special education and related fields where the State has experienced significant shortages as described in the cover memo. This information will be used to support policy and resource decisions. Please duplicate this form and use one for each program.

College/University _____

Program _____

Contact Person _____

Address/E-mail _____

Phone/Fax _____

Enrollment*

1. Number of undergraduate applicants _____ numbers enrolled _____
2. Number of anticipated BA/BS recipients in May 2003 _____
3. Number of graduate student applicants _____ numbers enrolled _____
4. Number of anticipated MA/MS recipients in May 2003 _____

Capacity

With existing resources and faculty:

5. Number of additional undergraduate students program could support _____
6. Number of additional graduate students program could support _____
7. Do you have plans to expand capacity of program? Y/N _____
8. Do you have plans to contract the program? Y/N _____

Optional Explanation: _____

*Use approximations if actual numbers are not available or known

Issues Impeding Growth

- 9. Lack of applicants - Y/N
Comments _____
- 10. Lack of faculty – Y/N
Comments _____
- 11. Lack of resources – Y/N
Comments _____
- 12. If above issues could be addressed would your institution consider expansion?
Y/N
Comments _____

Other issues: Please provide any additional comments that will help us address personnel shortages.

- 13. Would you like a representative of the State Education Department or it's Technical Assistance partners to contact you regarding initiatives associated with shortages? Y/N
Comments _____

Please return by March 1, 2003 to:

Annual Survey of IHE Preparation Programs Relating to Special Education

Fred DeMay
New York State Education Department
VESID – Special Education
Room 1624 OCP
Albany, New York 12234
Fax: (518) 473-5387