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March 12, 2014

N.D. Education Standards and Practices Board
Attn: Dr. Janet Welk
2718 Gateway Avenue, Suite 303
Bismarck, ND 58503-0585

Dear Dr. Welk,

As per the Preconditions outlined by the N.D. Education Standards and Practices Board, this letter is in reference to Precondition #1 which indicates the necessity of a formal letter from the institution's chief executive officer designating authority and responsibility for teacher education and Precondition #2 which verifies that there is a specific individual responsible for the overall administration and operation of the unit.

This letter serves as documentation that the Teacher Education Unit at United Tribes Technical College has primary authority and responsibility for teacher education programs. Lisa J. Azure, M.Ed., Ph.D. candidate, Department Chair for Teacher Education, is officially designated as head of the unit. Ms. Azure is assigned the authority and responsibility for the unit's overall administration and operation. She will report the progress of the unit directly to my office on a monthly basis and will keep me informed of any and all activities of the unit.

Should you have any questions or require any additional information concerning this matter, please do not hesitate to contact my office at 255-3285, ext. 1219.

Sincerely,

Dr. Phil Baird, Interim President
United Tribes Technical College