

# **Minutes of the February Commission Meeting**

**February 5, 2004**

**Commission Offices, 1900 Capitol Avenue, Sacramento**

## **COMMISSION MEMBERS ATTENDING**

Lawrence Madkins, Teacher, Chair

Elaine Johnson, Public Representative, Vice-Chair

Kristen Beckner, Teacher

Leslie Littman, Designee, Office of the Superintendent of Public Instruction

Alberto Vaca, Teacher

Os-Maun Rasul, Non-Administrative Services Credential Holder

Steve Lilly, Faculty Member

Beth Hauk, Teacher

## **EX-OFFICIO REPRESENTATIVES**

Sara Lundquist, California Postsecondary Education Commission

Karen Symms Gallagher, Association of Independent California Colleges and Universities

Athena Waite, University of California

Bill Wilson, California State University

## **COMMISSION STAFF PRESENTING**

Sam Swofford, Executive Director

Mary Armstrong, General Counsel, Director, Professional Practices Division

Janet Vining, Staff Counsel, Professional Practices Division

Kimberly Hunter, Staff Counsel, Professional Practices Division

Lee Pope, Staff Counsel, Professional Practices Division

Dale Janssen, Director, Certification, Assignment & Waivers Division

Elizabeth Graybill, Interim Director, Professional Services Division

Leyne Milstein, Director, Information Technology & Support Management Division

Linda Bond, Director, Office of Governmental Relations

Anne Padilla, Consultant, Office of Governmental Relations

Cheryl Hickey, Consultant, Professional Services Division

Larry Birch, Administrator, Professional Services Division

Susan Porter, Consultant, Professional Services Division

Jan Jones-Wadsworth, Consultant, Professional Services Division

Phil Fitch, Consultant, Professional Services Division

Kathleen Beasley, Proceedings Document Recorder

**Thursday, February 5, 2004**

**GENERAL SESSION**

The general session was called to order by Chair Madkins. Roll was taken and everyone joined in the Pledge of Allegiance.

**APPROVAL OF THE JANUARY 2004 COMMISSION MINUTES**

A motion to approve the January 2004 Commission minutes was made (Vaca), seconded (Lilly) and carried without dissent. Commissioner Hawk abstained due to her absence at the January meeting.

**APPROVAL OF THE FEBRUARY 2004 AGENDA**

A motion to approve the agenda for the February 2004 meeting with in-folder items (pertaining to 3B and 5A) was made (Hawk), seconded (Littman) and carried without dissent.

**APPROVAL OF THE FEBRUARY 2004 CONSENT CALENDAR**

Designee Littman asked about the contract amendment for CBEST and RICA test administration and development. Amy Jackson, Administrator, Professional Services Division, said the amendment simply extends the time rather than modifies any provisions of the contract. A motion to approve the February 2004 Consent Calendar was made (Johnson), seconded (Rasul) and carried without dissent.

Division of Professional Practices

**RECOMMENDATIONS OF THE COMMITTEE OF CREDENTIAL**

Education Code section 44244.1 allows the Commission to adopt the recommendation of the Committee of Credentials without further proceedings if the individual does not request an administrative hearing within a specified time.

1. **AKERBOOM, Armon J.** Long Beach, CA

Mr. Akerboom is the subject of **public reproof** for misconduct pursuant to Education Code section 44421.

2. **ALTON, Amber L.** Citrus Heights, CA

All certification documents under the jurisdiction of the California Commission on Teacher Credentialing are **suspended for a period of five (5) days** for misconduct pursuant to Education Code section 44421.

3. **BERNHARDT, Karrin L.** Marina, CA

All pending applications are **denied** for misconduct pursuant to Education Code section 44345.

4. **BRANTLEY, Calvin L.** Los Angeles, CA

All certification documents under the jurisdiction of the California Commission on Teacher Credentialing are **revoked** and any pending applications are **denied** for misconduct pursuant to Education Code sections 44421 and 44345.

5. **CARTER, Stephana Y.** Moreno Valley, CA

All pending applications are **denied** for misconduct pursuant to Education Code section 44345.

6. **DAVIS, Ronald E.** Spring Valley, CA

All certification documents under the jurisdiction of the California Commission on Teacher Credentialing are **suspended for a period of thirty (30) days** for misconduct pursuant to Education Code section 44421.

7. **DEVORE, Andres W.** Agoura, CA

All pending applications are **denied** for misconduct pursuant to Education Code section 44345.

8. **HARNACK, Carol S.** Orange, CA

Ms. Harnack is the subject of **public reproof** for misconduct pursuant to Education Code section 44421.

9. **HURWITZ Stanley M.** Red Bluff, CA

All certification documents under the jurisdiction of the California Commission on Teacher Credentialing are **suspended for a period of thirty (30) days** for misconduct pursuant to Education Code section 44421.

10. **KELLEY, Colleen M.** Oxnard, CA

All certification documents under the jurisdiction of the California Commission on Teacher Credentialing are **revoked** and any pending applications are **denied** for misconduct pursuant to Education Code sections 44421 and 44345.

11. **LANKSTER, Saul E.** Los Angeles, CA

Mr. Lankster is the subject of **public reproof** for misconduct pursuant to Education Code section 44421.

12. **LAWSON-QUINLOG, Sandra** Provo, UT

All certification documents under the jurisdiction of the California Commission on Teacher Credentialing are **suspended for a period of five (5) days** for misconduct pursuant to Education Code section 44421.

13. **LEA, Marvin A.** Moreno Valley, CA

All certification documents under the jurisdiction of the California Commission on Teacher Credentialing are **suspended for a period of one hundred eighty (180) days** for misconduct pursuant to Education Code section 44421.

14. **MILLER, Brent E.** Los Angeles, CA

Pursuant to Education Code sections 44421 and 44345, all pending applications are **denied** and Mr. Miller is the subject of **public reproof** for misconduct.

15. **MORENO, George A.** Norwalk, CA

All certification documents under the jurisdiction of the California Commission on Teacher Credentialing are **revoked** and any pending applications are **denied** for misconduct pursuant to Education Code sections 44421 and 44345.

16. **NACEY, Todd D.** La Puente, CA

All certification documents under the jurisdiction of the California Commission on Teacher Credentialing are **revoked** and any pending applications are **denied** for misconduct pursuant to Education Code sections 44421 and 44345.

17. **PERRY, Sandra K.** Compton, CA

All pending applications are **denied** for misconduct pursuant to Education Code section 44345.

18. **SANTOS, Ricky A.** Rancho Cordova, CA

All certification documents under the jurisdiction of the California Commission on Teacher Credentialing are **revoked** and any pending applications are **denied** for misconduct pursuant to Education Code sections 44421 and 44345.

19. **SOLANO, Gilbert J.** San Jose, CA

All certification documents under the jurisdiction of the California Commission on Teacher Credentialing are **revoked** and any pending applications are **denied** for misconduct pursuant to Education Code sections 44421 and 44345.

20. **TABACHECK, Caroline T.** Hawaiian Gardens, CA

All certification documents under the jurisdiction of the California Commission on Teacher Credentialing are **revoked** and any pending applications are **denied** for misconduct pursuant to Education Code sections 44421 and 44345.

21. **WIEDRE, Howard M.** La Costa, CA

The Administrative Services Credential is **revoked** and all other certification documents under the jurisdiction of the California Commission on Teacher Credentialing are **suspended for a period of one hundred eighty (180) days** for misconduct pursuant to Education Code section 44421.

22. **WILSON, Randy** Atwater, CA

All certification documents under the jurisdiction of the California Commission on Teacher Credentialing are **revoked** and any pending applications are **denied** for misconduct pursuant to Education Code sections 44421 and 44345.

23. **ZACHARR, Edita** Napa, CA

All certification documents under the jurisdiction of the California Commission on Teacher Credentialing are **revoked** and any pending applications are **denied** for misconduct pursuant to Education Code sections 44421 and 44345.

## **REQUESTS FOR REVOCATION**

The Commission may revoke credentials upon the written request of the credential holder pursuant to Education Code sections 44423 and 44440.

24. **CAHN, Randall B.** San Ramon, CA

Upon his written request, pursuant to Education Code section 44423, his supplementary authorization in Mathematics on his Clear Single Subject Teaching Credential is **revoked**.

25. **GOHEEN-INNES, Molly A.** Benicia, CA

Upon her written request, pursuant to Education Code section 44423, her supplementary authorization in Music on her Profession Clear Multiple Subject Teaching Credential is **revoked**.

26. **JUMP, Patricia L.** Corte Madera, CA

Upon her written request, pursuant to Education Code section 44423, her Professional Clear Multiple Subject Teaching Credential is **revoked**.

27. **JUSTI, Cheryl A.** Redding, CA

Upon her written request, pursuant to Education Code section 44423, her Specialist Instruction Credential in Special Education and Resource Specialist Certificate of Competence are **revoked**.

28. **ZIZZO, Karen A.** Novato, CA

Upon her written request, pursuant to Education Code section 44423, her supplementary authorizations in Physical Science and General Science on her Professional Clear Multiple Subject Teaching Credential are **revoked**.

#### **CONSENT DETERMINATIONS**

29. **CURRY, Claudia F.** Phillips Ranch, CA

The Attorney General's Proposed Consent Determination, which allows Ms. Curry to **withdraw** her application, is adopted.

30. **GAUTHIER-WASHINGTON, Sallye** Los Angeles, CA

The Attorney General's Proposed Consent Determination, which stipulates that Ms. Gauthier-Washington's General Secondary Administrative Services and General Elementary Administrative Services Credentials are **revoked**, is adopted.

31. **GOODSON, Stephen E.** Palm Springs, CA

The Proposed Consent Determination, which stipulates that Mr. Goodson's credentials are **revoked**, however, the **revocation is stayed**, and he is **publicly reproved**, is adopted.

32. **HALLING, Byron P.** Ramona, CA

The Proposed Consent Determination, which allows Mr. Halling to **withdraw** his application, is adopted.

33. **JONES, Barry S.** Tarzana, CA

The Proposed Consent Determination, which stipulates that Mr. Jones's applications are **granted** and **revoked**, however, the **revocation is stayed** and Mr.

Jones is placed on **probation for a period of two (2) years**, is adopted.

34. **KIRKHAM, Remy J.** Carlsbad, CA

The Proposed Consent Determination, which stipulates that Mr. Kirkham's Single Subject Teaching Credential is **suspended for a period of thirty (30) days** and

Mr. Kirkham is placed on **probation for a period of three (3) years**, is adopted.

35. **MOSS, Whitney A.** Paso Robles, CA

The Proposed Consent Determination, which stipulates that Ms. Moss's application is **granted and revoked**, however, the **revocation is stayed** and Ms. Moss is placed on **probation for a period of three (3) years**, is adopted.

#### **MANDATORY ACTIONS**

All certification documents held by and applications filed by the following individuals are mandatorily revoked or denied pursuant to Education Code sections 44346, 44346.1, 44424, 44425 and 44425.5, which require the California Commission on Teacher Credentialing to mandatorily revoke the credentials held by individuals convicted of specified crimes and to mandatorily deny applications submitted by individuals convicted of specified crimes.

36. **BROWN, Edwina D.** Inglewood, CA

37. **GARCIA, Diana M.** Fullerton, CA

38. **HILAND, James R.** Fullerton, CA

39. **JOHNSON, Sheree A.** Sacramento, CA

40. **MORALES, Mark G.** Burbank, CA

#### **AUTOMATIC SUSPENSIONS**

All certification documents held by the following individuals were automatically suspended because a complaint, information or indictment was filed in court alleging each individual committed an offense specified in Education Code section 44940. Their certification documents will remain automatically suspended until the Commission receives notice of entry of judgment pursuant to Education Code section 44940(d) and (e).

41. **ALEXANDER, Gregg H.** Fontana, CA
42. **BRIGGS, Stephen P., Jr.** San Ramon, CA
43. **BYRNE, Druyan** Santa Barbara, CA
44. **CAWELTI, Jason S.** Newport Beach, CA
45. **DRAGOSTINOVA, Zornista** Reseda, CA
46. **FRANCO, Armando C.** Upland, CA
47. **KENNEPOHL, Ryan A.** Palmdale, CA
48. **KING, David T.** Huntington Beach, CA
49. **LUVISI, Robert M.** Truckee, CA
50. **McMENOMY, Tony D.** Oakley, CA
51. **PECH, Julio O.** La Mesa, CA
52. **QUEZADA, Theodoro** Compton, CA
53. **VANDENBERG, Larry A.** Wildomar, CA
54. **ZIPPER, Morris D.** Lake Forest, CA

#### **NO CONTEST SUSPENSION**

All credentials held by the following individual were suspended, pursuant to Education Code section 44424 or 44425, because a plea of no contest was entered to an offense specified in the above sections of the Education Code. The credentials will remain suspended until final disposition by the Commission.

55. **NOTARO, Thomas D.** Burlingame, CA

#### **TERMINATION OF STAY OF REVOCATION**

56. **VIEIRA, James S.** Marysville, CA

Having violated the conditions of probation set forth in the Consent Determination and Order adopted by the Commission on November 7, 2002, his **probation is terminated, the stay is lifted, and his credential is revoked.**

#### **TERMINATION OF PROBATION**

57. **MacDONALD, Peter, Jr.** San Jose, CA

Having successfully complied with the terms and conditions of probation contained in the Consent Determination and Order, which was adopted by the Commission on

November 6, 1998, **the stay order has been made permanent and his credentials are restored.**

Certificaton, Assignment & Waivers Division

#### **DENIAL OF CREDENTIAL WAIVER REQUESTS**

1. Fernando Millan/Lynwood Unified School District
2. Maria Ania/Compton Unified School District
3. Marissa Bergamo/Compton School District
4. Gemma Espinosa/Compton Unified School District
5. Leonila Po/Compton School District
6. Jerry Sambrana/Compton Unified School District
7. Zuelika Martinez/Galt Joint Union High School District
8. Patricia Ann Hanson/San Bernardino County
9. Kimberly Jones/San Lorenzo Unified School District
10. Laura Ruddick/Mt. Diablo Unified School District
11. Sara Brown/John Swett Unified School District
12. Renee Rubio/Lancaster Elementary School District

Professional Services Division

#### **APPROVAL OF PROFESSIONAL TEACHER INDUCTION PROGRAMS**

**The five programs of professional teacher induction recommended for approval are:**

- Contra Costa County Office of Education Beginning Teacher Support and Assessment Induction Program

- Evergreen Elementary School District Beginning Teacher Support and Assessment Induction Program
- Lawndale Elementary School District Beginning Teacher Support and Assessment Induction Program
- Monterey County Office of Education Beginning Teacher Support and Assessment Induction Program
- Paramount Unified School District Beginning Teacher Support and Assessment Induction Program

### **APPROVAL OF SUBJECT MATTER PREPARATION PROGRAMS SUBMITTED BY COLLEGES AND UNIVERSITIES**

For the following proposed preparation programs, each institution has responded fully to the Commission's Standards for the Elementary Subject Matter Requirement for the Multiple Subject Teaching Credential. The programs have been reviewed thoroughly by an Elementary Subject Matter Program Review Panel. The panels have judged that the programs have met all applicable standards and preconditions established by the Commission and are recommended for approval by the Commission.

California State University, Sacramento, Liberal Studies  
California State University, Sacramento, Child Development  
Patten College  
Westmont College

### **APPROVAL OF CONTRACT AMENDMENTS FOR THE CALIFORNIA BASIC EDUCATIONAL SKILLS TEST (CBEST) AND THE READING INSTRUCTION COMPETENCE ASSESSMENT (RICA) TEST ADMINISTRATION AND DEVELOPMENT**

In its November 6, 2003 meeting, the Commission approved the release of the Requests for Proposals for new contracts to continue the test administration and development of the California Basic Educational Skills Test (CBEST) and the Reading Instruction Competence Assessment (RICA) from July 2004 through July 2006. However, due to fiscal, logistical, and workload considerations as well as the need to maintain stability for examinees during the Commission's two-year examination consolidation study, staff is now proposing seeking amendments to the current contracts to fulfill these testing mandates. In addition staff plans to amend the total amount of the contracts to cover costs of test administration during this time period.

## **CHAIR'S REPORT**

Chair Madkins thanked Dale Janssen, Beth Graybill and Susan Porter for their assistance in preparing materials about No Child Left Behind, English language learners and credentialing issues for his presentation to the Poway Unified School District principal's meeting.

The chairman also related that a teacher at his school was very excited when she was able to renew her credential in less than five minutes online. He said he has received several positive comments about the online credential renewal process and the responsiveness of staff to enquiries.

Chair Madkins applauded the efforts of Maureen Henkelman and Nick Pearce in the Executive Office to create a new agenda format that is streamlined, saves workload and operating expenses, and is easier to read.

Chair Madkins concluded his report with comments about his participation in ceremonies to honor employees who do outstanding work behind the scenes for the Commission. He said Dr. Swofford would be identifying those who were honored during his report and that it is a great opportunity for the Commission to acknowledge the hard work and dedication of the staff.

## **EXECUTIVE DIRECTOR'S REPORT**

Dr. Swofford said an employee awards system was created six years ago to recognize those who make outstanding contributions in their work for the Commission. This year's ceremonies were the first attended by a Commission Chair, which really made the employees feel particularly honored. Each division selects an individual and one person is chosen for the Executive Director's Meritorious Award. Those honored this year were:

- Nancy Passaretti of the Certification Assignment and Waivers Division.
- Yvonne Novelli of the Professional Services Division.
- Lawrence Ng and Christina Goodnight of the Division of Professional Practices.
- Anne Padilla of the Office of Governmental Relations.
- Crista Hill, Laura Lunetta and Mariah Kirk of the Information Technology and Support Management Division.
- Josie Hernandez and Heidi Brida of the Office of Human Resources.
- Marty Brashear of the Executive Office.

The winner of the Executive Director's Meritorious Award for 2003 was

Margaret Nolan of the Certification, Assignment and Waivers Division.

Dr. Swofford completed his report by noting that Ex Officio Representative Lundquist did an excellent job as facilitator of the California Education Reform Communities Network meeting the prior month. As a project of the National Council for Community and Education Partnerships that is funded through a grant from the James Irvine Foundation, the Network has the goal of raising college enrollment rates for low-income and minority students.

Chair Madkins then announced that action agenda items would be taken out of order to accommodate the potential for a lack of quorum later in the afternoon.

#### **REPORT OF CLOSED SESSION ITEMS**

Vice Chair Johnson reported the following:

Litigation was discussed with no action taken.

The Commission denied Bernard Rauch's Petition for Reinstatement.

The Commission denied reconsideration in the matter of Fernando Cruz and sustained its prior decision.

#### **REPORT OF APPEALS AND WAIVERS COMMITTEE**

Commissioner Rasul reported that the Committee recommended and he moved the following:

##### **A&W-1: Minutes**

...that the Commission *APPROVE* the minutes of the January 8, 2004 Appeals & Waivers Committee meeting. Beth Hauk abstained from the vote due to absence.

##### **A&W-2: Waivers - Consent Calendar**

...that the Commission *APPROVE* the 179 waiver requests on the Consent Calendar.

##### **A&W-3: Waivers - Conditions Calendar**

...that the Commission *APPROVE* the 2 waiver requests on the Conditions Calendar with the specific conditions attached.

##### **A&W-4: Waivers - Denial Calendar**

The Committee voted to recommend a preliminary denial of the four

Waiver Requests on the Denial Calendar. These items will be brought to the Commission for action at the March 2004 meeting.

The motion carried without dissent.

## **LEGISLATIVE COMMITTEE OF THE WHOLE**

Commissioner Hauk convened the Legislative Committee of the Whole.

### **LEG-3A: Status of Legislation of Interest to the Commission**

Linda Bond, Director, Office of Governmental Relations, said staff has been monitoring legislation that has been introduced; as yet, no new bills have been identified as having an impact on the Commission or its areas of interest. Of the bills already in the system, AB 242 (Liu), which addresses the recommendations from the Joint Committee on the Master Plan that affect teacher credentialing, has been amended to be simply a statement of intent. All of the Master Plan bills have been similarly amended, with the plan being to refer them all to a special joint conference committee in the future.

The item was for information only; no action was taken.

### **LEG-3B: Analyses of Bills of Interest to the Commission**

Anne Padilla, Consultant, Office of Governmental Relations, said that in light of the Commission's action to phase out emergency permits, a technical amendment to the law regarding emergency permits is needed. Under the Commission's December action, all emergency permits would expire on June 30, 2006. Under current law, emergency permits have a duration of one year, regardless of when they are issued. For those permits issued after June 30, 2005, the law needs to be changed to allow a less-than-one-year permit.

A motion to direct staff to pursue a technical amendment regarding the less-than-one-year emergency permits was made (Johnson) and seconded (Beckner). Commissioner Lilly asked if it is possible that by eliminating language regarding the maximum number of years a person may have a permit that some people might exceed the prior limit of four renewals. Dale Janssen, Director, Certification, Assignment and Waivers Division, replied that the change would not be enacted before 2005 and that no person in their fifth year would be renewed.

The motion carried without dissent.

Vice Chair Johnson asked staff to define "bills of interest to the Commission." Ms. Bond replied that all bills are reviewed to determine if they have anything to do with Commission prerogatives, authority or policy. She said the definition is very broad and that staff brings forward any bill that is related to Commission policies or programs. Vice Chair Johnson asked that retirement bills be included since retirement legislation affects teachers and teacher attraction/retention. Chair Madkins said the suggestion will be taken under advisement to determine how much staff time would be needed to include such bills.

Following up on the emergency permit issue, Ex Officio Representative Symms Gallagher asked if the Commission would soon be addressing what constitutes a real emergency. Mr. Janssen said a stakeholders group is meeting on the issue and that the recommendations are expected to be brought to the Commission in May.

### **PROFESSIONAL SERVICES COMMITTEE OF THE WHOLE**

Commissioner Beckner convened the Professional Services Committee of the Whole. She explained that the action item, 6B, would be taken up before reverting to the original agenda order.

### **PSC-6B: Proposed Single Subject Credential Authorization for Teachers of American Sign Language**

Consultants Susan Porter and Dr. Jan Jones Wadsworth presented this item. Ms. Porter said the Commission is currently in the process of updating subject matter exams for teachers who will earn single subject credentials in music, art, physical education and languages other than English. The languages included are Spanish, French, German, Vietnamese, Chinese, Japanese, Korean, Punjabi and Russian. In the process of checking for alignment and congruence with content standards, staff became aware that American Sign Language (ASL) is specified in the current content standards as a foreign language but is not included among the Commission's credential authorizations.

Dr. Wadsworth explained that ASL is a unique language with its own sentence structure and grammar. In the 2002-03 school year, more than 7,500 students were enrolled in ASL courses in high school and that there is a growing trend to accept ASL as meeting high school and college foreign

language requirements. Twenty-seven other states recognize that it meets high school requirements; four states recently developed credentialing requirements for ASL; and California has passed legislation to make ASL one of the languages that meet high school requirements.

Staff recommended that ASL be included as an approved language in the single subject area of languages other than English to align with the California Curriculum Frameworks, the California Education Code and current practices in the field of education.

A motion to include American Sign Language as an approved "language other than English" was made (Lilly), seconded (Littman) and carried without dissent.

## **STUDY SESSION**

### **SS-5A: Accreditation of Educator Preparation in California: A Brief History and Overview**

Presenters for this item were Consultants Cheryl Hickey and Dr. Phil Fitch and Administrator Larry Birch, all from the Professional Services Division. Also at the table were COA Co-Chairs David Madrigal, principal of John Muir Elementary School in Antioch, and Dr. Ed Kujawa, Dean of the School of Business and Education, Dominican University.

Ms. Hickey noted that Dr. Michael McKibben, Rod Santiago, Terry Ackerman and Mary Sandy also were instrumental in pulling together information for the presentation.

Dr. Fitch led off with a review of the history of accreditation. The current policies, structure and procedures are the result of an evolutionary process of continual refinement and improvement. They reflect numerous policy and programmatic decisions made over the course of the past four decades. Prior to the creation of the Commission, oversight of educator licensing resided with the Bureau of Teacher Certification within the Department of Education. Coursework was mandated in state law, and licenses were granted based on a transcript review.

After the 1970 creation of the Commission, responsibility for educator preparation oversight was shifted to the Commission and the concept of program approval began to emerge. The Commission reviewed program documents and the emphasis was on auditing for program details to match

guidelines that addressed program administration, faculty qualifications, curriculum, reading instruction and program evaluation.

In 1973-74, the Commission began piloting a model that relied on teams of 30 or more K-12 teachers and parents who conducted site visits to determine discrepancies between program implementation and Commission guidelines. The team had few guidelines and no training. During the mid-1970s, the model was revised to use smaller teams composed of K-12, higher education professionals and parents and to add dialogue with the institutional representatives.

By the late 1970s, the program evaluation approach was developing. Team training was instituted for the first time, the guidelines focused on broader aspects of quality, and holistic judgments about the adequacy of programs was called for. The focus of guidelines shifted to looking at overall program quality, including institutional issues, candidate competence, and program and candidate evaluation. This moved away from discrete analysis of program elements to an understanding of the program coherence.

In the 1980s, standards began to replace guidelines as the focus of reviews. The Commission adopted the Standards of Quality and Effectiveness for Multiple and Single Subject Credential Programs, which included the first standards in the nation to cover competency. The teams received more training and programs were reviewed against the standards.

In 1988, SB 148 (Bergeson) created an Accreditation Advisory Council to draft a framework for accreditation. The framework was adopted in 1993. The Committee on Accreditation was established to conduct accreditation activities but the Commission retained overall responsibility for program approval and accreditation. Full implementation of the framework occurred in the fall of 1997.

Dr. Birch continued with an overview of the major shifts under the Accreditation Framework. The first point is that the focus of the review changed from programs to institutions, with accreditation looking at the institution's teacher preparation programs as a whole. The second point is that the size and function of the teams changed to have a single team divided into program clusters and then working as a whole to determine a recommendation for accreditation. The third point is that the focus of the Commission became technical assistance rather than having a heavy

involvement. And the fourth point is that COA strengthened its relationship with national accrediting bodies, working in tandem with them.

Dr. Birch pointed out that the authority for the existing system resides in the Education Code and the Accreditation Framework adopted by the Commission in 1993. Under the Education Code, both the COA and the Commission have well-defined responsibilities and authorities. In general the COA conducts the accreditation process and the Commission establishes standards, appoints COA members and, when necessary, modifies the Framework.

Accreditation currently involves a two-year effort before a site visit that includes technical assistance. Site visits are done every 5-7 years. The team makes a report and recommendation to the COA. One of three recommendations is possible: accreditation, accreditation with stipulations at various levels, or denial of accreditation. COA then makes the accreditation decision. In the last six years, just over half of the visits have been accredited with stipulations, which must be met within one year to achieve full accreditation.

Commissioner Lilly asked what happens when an institution has several qualified programs but one weak program. Dr. Birch said that one possibility is accreditation with the stipulation that the institution fix or close the weak program. He said there have been a number of instances where an institution has voluntarily closed a weak program.

Commissioner Lilly also asked about the distinction between the Commission approving institution eligibility to offer a program and COA accrediting the program as part of the institution's whole unit. Dr. Birch said that an initial program is reviewed based on a proposal and then at the next site visit becomes part of the overall accreditation.

Designee Littman asked if there is an annual requirement for universities or a mid-cycle check on programs. Dr. Birch said other than reviewing stipulation conditions within one year, there is no follow up until the next visit.

Commissioner Rasul asked about the inclusion of K-12 educators on the teams and the AIR report noting that there is a distinction in the level of knowledge and expertise between team members. Dr. Birch said that all

team members participate in four and a half days of training. The system gets the benefit of the perspectives of both K-12 educators and post-secondary educators. Ex Officio Representative Waite said she has been through the training and that it is extremely valuable, but that there is no substitute for going through an actual site visit and review process.

Ex Officio Representative Symms Gallagher thanked staff for the report and asked if it is fair to say that the current accreditation process focuses on the opportunity to learn as opposed to standards of performance that students might have to meet. Ms. Hickey said there has always been some attempt to balance measuring inputs and outputs, and that the current assessment of accreditation is expected to look at issues like measuring competency.

Ms. Hickey continued the staff presentation with a look at the review that is under way. At this point, all institutions have been through either one or two visitation cycles. In today's environment of increased accountability, some adjustments are likely to be needed. The Framework anticipated such a need, building in an evaluation component and a modification process.

Ms. Hickey noted that the Commission has refined and clarified the Framework in the past. Regarding significant modifications, the Framework barred the Commission from making changes in the system prior to the completion of the summative evaluation unless there was compelling evidence of a need for change, a determination that would have to be agreed to by COA, CSU, UC and independent universities. However, the summative evaluation - the AIR report - has been completed, so another part of Section 8 of the Framework governs changes. This calls for the Commission to consult with COA and other stakeholders, make any modifications in public meetings, and consider all relevant information provided by stakeholders.

Chair Madkins thanked staff for the presentation. He invited Dr. Kujawa and Mr. Madrigal to share their perspective on the presentation. Dr. Kujawa said he has been involved with COA since 1997, first as an accreditation chair and team leader and eventually as co-chairman of COA. He said that what he has particularly noted over the years is the improvement in the quality of reports, with far more context so that COA can make good decisions. He said COA has encouraged teams to provide more qualitative reports and that COA makes a strong effort to look at information objectively and reach solid decisions, rather than merely acting as a rubber

stamp for whatever the teams recommend.

Mr. Madrigal said that the historical perspective offered in the staff presentation was very valuable. The COA meeting with stakeholders was very productive, especially when they broke down into small groups for specific discussions. He said he is looking forward to continuing the process of gathering stakeholder input.

Chair Madkins thanked them for their participation.

### **Professional Services Committee of the Whole**

Commissioner Beckner reconvened the Professional Services Committee of the Whole.

### **PSC-6A: Report of the January 2004 Committee on Accreditation Meeting**

Dr. Birch reported that the January 22, 2004 COA meeting addressed the Commission directive to the COA to engage in an open, inclusive and consultative process with stakeholders, to formulate a plan to recommend to the Commission and to review the proposal submitted by UC, CSU and independent universities at the last Commission meeting. He said the meeting was heavily attended by stakeholders and appeared to be very productive.

Ms. Hickey said that the three representatives who attended the last Commission meeting were present: Bob Polkinghorn of UC, Beverly Young of CSU and Veronica Villalobos of the Association of Independent California Colleges and Universities. In addition, there were individuals from five CSU campuses, two UC campuses and seven independent institutions. Also in attendance were representatives from the Association of California School Administrators, the California School Boards Association and the Credential Counselors and Analysts of California.

Ms. Hickey said the COA brought the attendees up to speed on what it has been doing to review the accreditation process, including its discussion of the AIR report at its August and October meetings. The Committee also shared that it is looking at the implications of the Ready to Teach Act, costs of accreditation and a staff survey of how other states perform accreditation.

The COA discussed the proposal from the higher education community and

expressed support for the Commission's commitment to an inclusive, open and consultative process. There was also discussion on whether all appropriate stakeholders were present, particularly representatives of the K-12 community. After breaking into smaller groups for more detailed discussions, the COA determined that its next step will be a subcommittee meeting on Feb. 26, followed by further discussion at the March 18 COA meeting. Proposals will then be put forth for the COA to recommend to the Commission.

Dr. Kujawa said the meeting was unusual in that COA usually draws a very limited audience, largely from institutions being reviewed. He said it was encouraging for COA to realize it is not doing its work in isolation but instead there is a great deal of stakeholder interest in being involved. He said COA is working on connecting with a broader community before the Feb. 26 subcommittee meeting.

Ex Officio Representative Wilson, who attended the COA meeting, said he felt it was a very professional and productive meeting and that it was clear that COA is committed to working with stakeholders.

Designee Littman said she is concerned that there needs to be a more formal process of inviting K-12 educators than simply relying on a web posting or general invitation. She said it is very important to have K-12 involvement since the preparation of future teachers affects existing K-12 teachers. Ms. Hickey said COA plans to reach out to get more participation from teachers.

Vice Chair Johnson agreed that it is important to have K-12 participation because there is a direct link between what happens in accreditation and the type of people who come to a school to teach or be counselors.

Commissioner Beckner said teachers will be more interested in the process if the emphasis is on how this affects students in the classroom. Providing input into how teachers are trained does have an impact in the classroom.

Ex Officio Representative Waite said institutions of higher education (IHEs) also are eager to have K-12 teachers involved because of the close link between IHEs and K-12 schools for internships and student teaching.

Commissioner Lilly said that one of the things that pleased him about the

review of the accreditation history was that California has a firm policy that says quality control of teacher preparation is important and that a strong accreditation process is needed. He said that for the past year and a half, the Commission has not been moving forward with accreditation reviews and that the process needs to be kick-started again or the Commission will not be meeting the expectations of the policy makers and the citizens. He said that from his experience on NCATE, California has one of the top 10 systems in terms of quality accreditation and that the AIR report also found that the system is a good one. He said that means that no one has to start from the ground up and that improving the system from a good to great one should only take six months rather than 18 months.

Ex Officio Representative Wilson noted that some way to pay for teacher expenses might be needed to make sure of K-12 involvement.

Commissioner Beckner asked how it was determined who would sit on the COA subcommittee for the Feb. 26 meeting. Ms. Hickey said it was the two co-chairs and representation of K-12 and higher education from the other COA members who were interested in serving.

Ms. Hickey noted that the Commission has set up a site on the Commission's web site for material about the accreditation review.

Ex Officio Representative Symms Gallagher asked what will come out of the Feb. 26 meeting. Dr. Kujawa said it is hoped that a work plan will be formulated to recommend to the whole COA and forward to the Commission. Designee Littman asked for an update at the Commission's March 25 meeting and Ms. Hickey said such an update was planned.

This was an information item; no action was taken.

## **FISCAL PLANNING AND POLICY COMMITTEE OF THE WHOLE**

On behalf of Commissioner Vaca, Chair Madkins convened the Fiscal Planning and Policy Committee of the Whole.

### **FPPC-4A: Update on the Fiscal Year 2003-04 Budget Act and Proposed 2004-05 Governor's Budget**

Leyne Milstein, Director, Information Technology and Support Management Division, reported that the Commission's two budget change proposals have been approved. However, two proposals in the Governor's

proposed budget are disappointing: 1) the pre-intern program is proposed for elimination because the Governor feels it is not compliant with NCLB; \$2.4 million of its \$10 million allocation would be re-directed into the intern program to server 955 additional interns; and 2) the Commission would see the reduction of another six positions (on top of the 24.3 positions already eliminated) and \$600,000. The elimination of the six positions only accounts for approximately \$237,000. The additional reduction is, in effect, an unallocated reduction in funds available for Operating Expenses and Equipment. This reduction is in addition to the \$579,000 reduction resulting from salary savings requirements and the hiring freeze as was discussed last month. What this means is that when the new fiscal year begins on July 1, 2004, the Commission will have, at a minimum, an immediate \$800,000 operating deficit that will have to be addressed through reduced expenditures on Operating Expenses and Equipment.

The Governor's Budget also included notification a current fiscal year loan of \$2.8 million from the TDAA to the TCF to make up for a decline in revenues of 4 percent. While the loan is helpful, it appears that it is insufficient to cover current expenditure authority as year-to-date revenues are down 9 percent. Staff is working closely with the Department of Finance on funding to support the current appropriation level to reflect the 9 percent decrease. Staff is also preparing to meet with legislative staff as the budget process gets under way in the Legislature.

Also of interest is that the Governor is proposing that BTSA funds be folded into a block grant.

Ms. Milstein also said that several exemptions have been secured from the contracting ban and that staff is continuing to work on others so that projects already under way can continue.

Commissioner Lilly asked that staff provide an update on the block grant proposals at the next Commission meeting. Ms. Milstein said she will do that as information becomes available.

Ex Officio Representative Symms Gallagher asked if there was anything the Commission should be doing to raise revenues. Dr. Swofford said that discussions are under way with the Department of Finance to address the only avenue for revenue, which is raising fees.

No action was taken; the item was for information only.

## **NEW BUSINESS**

- The quarterly agenda for March, May and June 2004 was presented for information only.
- Commission Member Reports:
- Commissioner Beckner thanked Ms. Graybill, Ms. Sandy, Dr. Fitch, Dr. Birch and Ms. Hickey for spending time with her to help her understand issues the Commission is addressing.
- Ex Officio Representative Symms Gallagher said she appreciates the new format for the agenda and agenda materials. She also asked if the report that the Commission asked for from Cal State LA on the implementation of SB 2042 would be shared with Members of the Commission. Dr. Swofford said it will be.
- Commissioner Hauk noted that her son-in-law is now working on his teaching credential.
- Chair Madkins thanked the audience and the people around the table for helping the Commission live up to his pledge to be inclusive and open. He said that he wants the Commission culture and his legacy to be one of inclusiveness and transparency.

## **AUDIENCE PRESENTATIONS**

1. **Dr. Maria de Marin, InterAmerican College**, said she just returned from an alternative certification conference in San Antonio where she attended a presentation on different national exams. Her concern is that if these exams are used to allow people to come into the state and begin teaching, they may not have adequate grounding in addressing the needs of non-native English speakers and English language learners. She said the Commission should seriously consider this aspect when one-stop exams are discussed as a viable means of credentialing teachers.

Chair Madkins thanked her for her input and noted that the Commission also has expressed concerns about exams.

2. **Joy Carter, Coordinator for the Orange County Office of Education**, spoke on behalf of the COE, nine local universities, and 27 school districts. She raised concerns about teachers being able to qualify for clear professional credentials by taking a program rather than going through mentor-supervised BTSA-style induction. She asked that the Commission revisit the standards that were created for the advanced study program with an eye to making them more rigorous and more comparable with BTSA requirements.

Chair Madkins noted that the law requires two different paths for achieving the professional clear credential and that the Commission is aware that the paths are not really equal. The Commission's responsibility, however, is to be consistent with the law. Nonetheless, he said it would be good to have staff explore some specific issues and bring information back to the Commission:

- Does the Commission have the authority to require candidates to take induction?
- Is induction required of all candidates if it is available?
- Do candidates have a choice? In other words, can candidates choose either option to clear their credential?
- What is the history that led to the two options?

He asked staff to come back with the information at a future meeting. Ms. Carter thanked the Commission for its openness to looking at the issue.

Commissioner Lilly said he will not be able to attend the March meeting and wanted to put some of his thoughts on the record. He said he believes there is no question that the current standards for the advanced study route do not measure up to standards for induction, but that an alternative is needed for those who do not have induction available to them. He said he believes the Commission should look at two things: 1) initiate a standards development process for the advanced study route to make the two systems more comparable in terms of rigor; and 2) modify the current practice for use of the advanced study route by requiring that individuals who want to use the advanced study route must either verify that they are not employed or, if they are employed, have their employing district verify that they do not have access to an induction program.

3. **Dr. Sharon Robison, ACSA**, announced that the Legislature had designated the first full week in March as Week of the Administrator. She invited the Commission to join in celebrating the outstanding work done by school administrators.

## **ADJOURNMENT**

The meeting adjourned. The next meeting will be held on March 25, 2004 at the California Commission on Teacher Credentialing Office, 1900 Capital Avenue, Sacramento, California.