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Information

Executive Committee

Discussion of Proposed Changes to the Commission Policy Manual

Executive Summary: The Executive Committee will discuss proposed changes to the Commission Policy Manual.

Recommended Action: For Information Only

Presenter: Mary Armstrong, General Counsel

Strategic Plan Goal: 2

Support policy development related to educator preparation, conduct and professional growth.

October 2007

Discussion of Proposed Changes to the Commission Policy Manual

Introduction

The Executive Committee will continue its review of the Commission's Policy Manual. The Committee will discuss whether to change the current process utilized to interview and select members of the Commission's two statutory committees, the Committee on Accreditation and the Committee of Credentials.

Background

The Commission's Policy Manual sets forth the rules governing the conduct of the Commission's business (§101). The Executive Committee is charged with the responsibility of periodically reviewing the provisions of the Policy Manual and determining the need for revision and repeal or adoption. In the past year the Committee has undertaken a review of the Policy Manual to reflect changes that had occurred since the last revision in January 2004. At the February 2007 meeting, the Executive Committee took action to recommend adoption of several revisions to the following sections of the Policy Manual: §§ 215, 216, 217, 219, 230, 231, 244, 301, 320, 420, 422, 440, §490 and 503. At the March 2007 meeting the Executive Committee recommended adoption of a new §610 and revisions to §§310, 402, 405, 406, 407, 410, 411 and §§530-532. In April the Committee adopted revisions to §310, a new §320 and revisions to §321. In June the Committee adopted a new §231 specifying how to determine a quorum. In August the Committee recommended adoption of revisions to §610 covering the contract authority of the Executive Director. The Committee also directed staff to return with an agenda item discussing alternative ways to interview applicants for membership on the Committee on Accreditation (COA) and the Committee of Credentials (COC).

Discussion

Currently applicants for membership on the COA and the COC are interviewed and selected by the Commission. The interviews are conducted during an open meeting of the Commission by the entire membership of the Commission acting as a Committee of the Whole (the Professional Services Committee for the COA and the Professional Practices Committee for the COC). Each spring six applicants for the COA will be interviewed for the COA and potentially four to six applicants for two positions on the COC. COC interviews are also conducted on an as needed basis should a vacancy with no alternate occur. In the past, interviews of applicants for both of the Committees were conducted by the Executive Committee. However, over time the Commission changed its procedure to the present process. The change was made prior to the reduction in the number of Commission meetings and the reduction in the number of two-day meetings.

Given the amount of work and policy discussion that must be accomplished by the Commission at its meetings, the following alternatives were discussed:

1. Revise the Policy Manual to provide that the Executive Committee conduct the interviews of candidates. This could be accomplished at either a regularly scheduled Commission meeting or, if more time were needed, on the day before a regularly scheduled meeting.
2. Revise the Policy Manual to provide for the appointment of either a standing or *ad hoc* subcommittee of the Executive Committee to conduct the interviews and make a recommendation to Executive Committee. The standing subcommittee could meet at a time and place convenient for both members and applicants.

Next Steps

This is an information item. Following discussion the Committee may direct staff to return with suggested revisions in accordance with the Committee's discussion.