

## Selection of COA Meeting Dates for 2013 May 2012

### Overview of this Report

Last year the COA chose meeting dates through December 2012. Staff has prepared a proposed calendar of COA meetings for 2013.

### Staff Recommendation

This is an information item. The COA should provide staff with feedback as to whether this proposed meeting schedule is optimal or whether staff should consider alternative dates for any of the proposed meetings. The item will be brought back to the COA for action at its June meeting. At that time, it is expected that the Commission will have discussed accreditation plans for 2012-13 which may impact the number and length of COA meetings for 2012-13. Also by the June COA meeting, the Committee of Credentials will have established its meeting schedule.

### Background

As in 2011-12, most of the meetings will be two day meetings due to the number of accreditation reports to be presented. Staff has proposed meeting dates primarily on Wednesdays and Thursdays, as those seem to be the days preferred by both the members of the COA and staff. Because the Commission room is generally in use earlier in the week, staff believes the Wednesday/Thursday or possibly Thursday/Friday dates continue to be the best option for COA meetings.

Consideration has been given to state, federal and religious holidays. In order to provide sufficient parking in the Commission lot, consideration was also given to the dates the Committee of Credentials meets. Because the Committee of Credentials calendar for 2013 is not available at this time, the dates of the COC meetings have been estimated. Generally the Committee of Credentials meets the third week of the month. There may be some unavoidable instances in which the COA and COC will be meeting the same week.

In addition, the proposed schedule has been designed to avoid conflicts with the following annual educational conferences:

	<b>2013</b>
Association of Teacher Educators (ATE)	February 15-19
American Association of Colleges for Teacher Education (AACTE)	Feb 28-March 2
California Council of Teacher Education (CCTE)	March 28-30
American Educational Research Association (AERA)	April 27-May1
National Council for Accreditation of Teacher Education (NCATE)	<i>May 15-17 or May 22-24</i>
National Association of State Directors of Teacher Education and Certification (NASDTEC)	June 6-9
Credential Counselors and Analyst of California (CCAC)	October 17-19
California Council of Teacher Education (CCTE)	October 24-26

*Italics=tentative*

In addition, the COA also takes into consideration the two yearly meetings of the California Association of Professors of Educational Administration (CAPEA). The 2013 dates for CAPEA meetings are not known at this time, but in this past year meetings took place September 30-October 1, 2011 and March 2-3, 2012.

The Commission sets its calendar on a calendar year basis while historically the COA has set its calendar on a fiscal/school year basis. Last year, the COA acted on dates through the end of the 2012 year, bringing the COA schedule setting in line with the Commission.

### Commission Meeting Schedule

<b>2013</b>
January 31-February 1
March 7
April 18-19
June 13
August 8
September 26-27
November 7
December 12-13

Provided below are the adopted COA meeting dates for 2012. In the right hand column are the proposed meeting dates for 2013 year. The proposed schedule assumes that the schedule for site visits for 2012-13 remains unchanged. The COA is to discuss the proposed meeting dates and to propose different meeting dates if necessary.

### COA Meeting Dates

Meeting Month	Adopted 2011-12 Meeting Dates	Proposed COA Meeting Dates 2013
<b>February</b>	February 1-2, 2012	February 6-7, 2013 W/TH -
<b>March</b>	March 14-15, 2012	March 13-14, 2013 W/TH
<b>April</b>	April 18-19, 2012	April 25-26, 2013 W/TH
<b>May</b>	May 30-31, 2012	May 29-30, 2013 W/TH -
<b>June</b>	June 27-28, 2012	June 26-27, 2013 W/TH -
<b>August</b>	August 15-16, 2012	August 1-2, 2013 W/TH
<b>October</b>	October 17-18, 2012	Oct. 10-11, 2013 W/TH

**Next Steps**

Based on the COA discussion, staff will make adjustments to the proposed schedule. In addition, the Commission's discussion and action related to 2012-13 accreditation activities may impact the length and number of meetings that are necessary. Staff will determine the manner in which the outcome of the Commission discussion at its June 14 meeting impacts the proposed schedule and bring a revised version to the June COA meeting for further discussion and action.