

# COMMITTEE ON ACCREDITATION MINUTES

August 24, 2006

California Commission on Teacher Credentialing  
Sacramento, California

## Committee Members Present

Joyce Abrams  
Fred Baker  
Lynne Cook  
Diane Doe  
Dana Griggs  
Ed Kujawa  
Irma Guzman Wagner  
David Madrigal  
Sue Teele

## Staff Members Present

Larry Birch, Director  
Teri Clark, Administrator  
Cheryl Hickey, Consultant  
Teri Ackerman, Analyst/Recorder

## Committee Members Absent

Karen O'Connor  
Ruth Sandlin  
Donna Uyemoto

## Others Present

Mary Sandy  
Ellen Curtis-Pierce  
Sharon Robison

## CALL TO ORDER

The meeting of the Committee on Accreditation was called to order by Dana Griggs, Co-Chair, at 9:39 a.m. on Thursday, August 24, 2006.

## APPROVAL OF THE AGENDA

Co-Chair Dana Griggs reviewed the agenda for the June, 2006 meeting. It was moved, seconded (Teele/Baker) and carried to approve the agenda as amended.

## APPROVAL OF THE MINUTES

The minutes of the June, 2006 meeting of the Committee on Accreditation were reviewed. It was moved, seconded (Teele/Guzman-Wagner) and carried to approve the minutes as amended.

## CO-CHAIR AND MEMBER REPORTS

Lynne Cook announced that Lynn O'Leary Archer will be the new Associate Dean at CSU, Dominguez Hills. Lynne is looking forward to sharing her duties with another person. She added that NCATE will be coming to CSUDH this fall for their Board of Examiners (BOE)

training. Lynne assured the COA that by having the training in California, there will be an opportunity to provide a “California overview” as to how certification systems are structured.

Dana Griggs announced that school has already started in her district and expressed concern over the decrease in enrollment over the past few years. She was assured by other COA members that it is not just Ontario-Montclair suffering decreased enrollment. Lynne Cook added that enrollment also is down in the community colleges.

Ed Kujawa announced that the National Council of Undergraduate Research (NCUR) will be coming to Dominican University in the spring of 2007. This will be the first time since 1991 NCUR has been on the west coast. They’re expecting 500 faculty members and 2000 students on campus.

David Madrigal informed the group that Antioch USD has a new superintendent, Dr. Deborah Sims, formerly with the San Francisco Unified School District. He also added that his daughter will be studying abroad this year in Prague, Czech Republic. A family visit is planned in the late fall.

Sue Teele assured everyone that she and her extended family had a great time visiting the big island of Hawaii. She also announced that she is closely following Senate Bill 352 which provides professional development for business professionals. She advised those present that UC Riverside has this program articulated to a Master’s Degree, adding that there is a 3000.00 stipend provided. Irma Guzman Wagner added that she had taken part in a Chief Business Officials study a number of years ago and encouraged all to look at SB 352. The study showed that the business officials did not think they were perceived as respected members of the educational team. She agreed that the business side of the educational field needs to be addressed.

Joyce Abrams thanked everyone for welcoming her as the newest member of the COA. She also goes back to teaching on the 28<sup>th</sup> of August.

Fred Baker proudly announced the birth of his first grandchild, Benjamin Nathan Baker on August 5, 2006. Benjamin will be meeting his grandparents within the next few weeks. Fred also completed three weeks in Thailand visiting five Thai universities with faculty members from CSU, San Bernardino who were reviewing the exchange program between CSUSB and universities in Thailand. Fred was surprised to note that one of the universities visited was the university where he had served as a Peace Corps volunteer 42 years ago. He also found it rewarding to find that some of his former Thai students are now university deans and vice presidents.

Diane Doe advised the COA that retired life is not what it once was. She is teaching two Americorps classes at San Francisco City College on how to be an effective reading tutor and how to be an effective math tutor. She stated that it’s important to bring up/support teachers from different ethnic backgrounds and added that she finds it great fun and has welcomed all to come and become involved.

## **STAFF REPORT**

Administrator, Teri Clark introduced the new interim director of the Commission, Dale Janssen, who stated that he finds this to be an exciting time with the start of the new accreditation system. He noted that the Commission is carefully reviewing and using both the COA and workgroup input and is pleased by what is transpiring between the Commission and the COA. He added that he is looking forward to the future with the new accreditation process.

Teri Clark announced that there is an opening for a Consultant for Accreditation at the Commission and added that interviews have been held for additional support staff. The Professional Services Division (in which the accreditation unit is housed) lost four positions for the 2006-07 year, but will get them back in July of 2007, allowing for the hiring of additional staff.

Director, Larry Birch announced the addition of two new members to the Commission. The new members are Margaret Gaston from the Center for the Future of Teaching and Learning, and Caleb Cheung, from the Oakland Unified School District. Dr. Birch added that staff is seeing a shift in how the Commission goes about doing things and enumerated all of the Commission agenda items that the Professional Services Division has been responsible for recently, in addition to implementing and continuing with various commission directed activities such as CTEL and English Learner authorization, Phase 3 of the Subject Matter Standards, LOTE and the addition of individual CSET in different specified languages, as well as following Senate Bill 1209 which, once signed, will result in changes to the California Teacher Performance Expectations (TPE) and professional growth requirements.

COA members were reminded by Teri Clark that the October meeting is scheduled for Wednesday, October 18.

## **TERMS AND SELECTION OF COA MEMBERS**

Administrator, Teri Clark presented this discussion item. Members who have terms ending in June of 2007 were asked to indicate whether they wished to continue on as members of the COA. It is proposed that in June of 2007, three members of the Committee on Accreditation will finish their terms, and that three new members will be elected to the COA, with nine ongoing members remaining. The following year, three of those ongoing members will term out and three new members will be elected. This will continue in an ongoing manner so that there are always experienced members on the COA along with the newer members. It was agreed that as each member leaves the COA, he or she will be replaced by a member of the same cohort, thereby keeping the K-12 public education representatives / post-secondary representative balance.

## **ADOPTION OF THE ELEVENTH ANNUAL ACCREDITATION REPORT**

Administrator, Teri Clark presented the items in this report. It was moved and seconded (Cook/Baker) that the Eleventh Annual Accreditation Report be brought back to the COA with editorial changes at the October 18 meeting at which time the Annual Report will be voted on by the committee members.

### **NOMINATION/ELECTION OF CO-CHAIRS FOR 2006-2007**

This item was presented by Administrator, Teri Clark. It was moved, seconded (Doe/Baker) and carried, prior to the election of co-chairs, to re-establish the voting quorum from six to seven as the COA now has a full complement of members. It was then moved, seconded (Doe/Guzman Wagner) and carried to amend current COA procedures for the 2006-2007 year and to elect Lynne Cook and Dana Griggs as co-chairs of the Committee on Accreditation an additional year.

### **ADOPTION OF THE 2006-2007 WORKPLAN**

Teri Clark, Administrator, provided an overview of the proposed COA workplan for the upcoming 2006-2007 year. It was moved, seconded (Cook/Madrigal) and carried to accept the workplan as presented.

### **REPORT OF PROGRAM AND INSTITUTIONAL ACCREDITATION RECOMMENDATIONS**

Administrator, Teri Clark presented the items in this report.

#### **Program(s) of Professional Preparation for the Administrative Services Credential**

It was moved, seconded (Kujawa/Teele) and carried to grant initial accreditation to the following programs of professional preparation:

California State University, Fresno  
Preliminary Credential

University of the Pacific  
Preliminary Credential  
Preliminary Internship  
Professional Credential

California State University, Bakersfield  
Professional Credential

California State University, Northridge  
Professional Credential

California State University, Fullerton  
Professional Credential

California State University, Long Beach  
Professional Credential

San Diego State University  
Preliminary Credential

University of San Diego  
Professional Credential

Notre Dame de Namur University  
Preliminary Credential

Loyola Marymount University  
Professional Credential

It was moved, seconded (Baker/Teele) and carried (Cook recused) to grant initial accreditation to the following program of professional preparation:

California State University, Dominguez Hills  
Professional Credential

It was moved, seconded (Cook/Teele) and carried (Guzman Wagner recused) to grant initial accreditation to the following program of professional preparation:

California State University, Stanislaus  
Preliminary Credential  
Preliminary Internship

**Program(s) of Professional Preparation for the Education Specialist Credential**

It was moved, seconded (Cook/Guzman Wagner) and carried to grant initial accreditation to the following program of professional preparation:

National Hispanic University  
Preliminary Level I  
Mild/Moderate Disabilities Credential  
Mild/Moderate Disabilities Internship

**Program(s) of Professional Preparation for the Single Subject Credential**

It was moved, seconded (Cook/Guzman Wagner) and carried to grant initial accreditation to the following program of professional preparation:

UCLA Education Extension  
Single Subject Internship

**Program(s) of Professional Preparation for the Fifth Year of Study**

It was moved, seconded (Cook/Guzman Wagner) and carried to grant initial accreditation to the following program of professional preparation:

Pacific Union College  
Fifth Year of Study

### **Special Teaching Authorization in Health**

It was moved, seconded (Cook/Guzman Wagner) and carried to grant special authorization to the following program of professional preparation:

California State University, Fresno  
School Nurse Preparation Program

### **Recommendation About the Withdrawal of Professional Preparation Program**

It was moved, seconded (Teele/Cook) and carried that the Multiple Subject Credential Program at the Orange County Department of Education be withdrawn at their request, effective August 24, 2006.

### **REPORT FROM WORK GROUPS: COMMON STANDARDS AND EXPERIMENTAL PROGRAM STANDARDS**

Administrator, Teri Clark presented this item. A copy of the document created by the Experiment Programs subcommittee of Fred Baker, Diane Mayer and Barbara Merino entitled "Policy Principles Underlying the 2006 Redesign of Experimental Program Policies by the Commission on Teacher Credentialing" was handed out to COA and workgroup members for review and editorial suggestions. The subcommittee will take the suggestions under consideration and then get together to draft program standards to be presented at the October COA meeting.

It was suggested that the Common Standards subcommittee meet for one day prior to the October meeting in order to prepare a set of draft standards.

### **PROPOSED PLACEMENT OF PROGRAM SPONSORS IN ACCREDITATION CYCLE**

Teri Clark, Administrator, provided a summary chart of the accreditation cycle beginning with the 2006-2007 accreditation year, showing which items are expected from institutions in relation to their placement within the accreditation cycle. The chart will be posted on the Commission website. Priorities in the scheduling of accreditation visits were addressed. There was group consensus on items 1 through 4, with items 5, 6 and 7 to be addressed at a later time.

### **ACCREDITATION FRAMEWORK**

The COA and Workgroup members, along with staff, broke into four separate subgroups to address needed changes and editorial revisions to the Draft Accreditation Framework. Group One reviewed the Introduction and Section 1 - Authority and Responsibilities of the Commission on Teacher Credentialing; Group Two addressed Sections 2 – Functions of the Committee on Accreditation and 4 – Initial Accreditation Policies; Group Three addressed Section 5 – Continuing Accreditation Policies; and Group Four addressed Sections 6 – Accreditation Reviewers and 8 – Evaluation and Modification of the Framework. The subgroups returned to the table where there was consensus on Sections 1, 2, 4, and 8 with agreement that additional work needs to be completed on sections, 5 and 6. Sections 2.A.1.;

2.C; Section 3; Sections 4.B.3; 4.B.4; Section 7 and the appendices were not reviewed as additional work needs to be completed in these areas.

**ADDITIONAL ISSUES IN ACCREDITATION: COMMUNICATION BETWEEN COA AND CCTC: EVALUATION OF ACCREDITATION SYSTEM**

This item was presented by Administrator, Teri Clark. Discussion was held regarding the continued efforts to increase communication linkages between the COA and the Commission. It was suggested that there be more frequent personal contact between the co-chairs of the COA and the commissioners, perhaps by having the co-chairs attend Commission meeting on a frequent basis (more than two times a year) with the thought that more frequent visibility creates more credibility. The COA members agreed that there should also be a Commission liaison attending COA meetings and reporting back to the Commission.

Ideas regarding the evaluation of the Accreditation System were shared, including the creation of performance objectives for the system. It was also suggested that there may be a need for mini evaluations forming an ongoing formative evaluation which can be used until the COA is comfortable with the reporting system. Questions were raised regarding the method which would be used in getting constituent feedback. It was strongly agreed upon by those present that the COA should reinstate meetings with the accreditation team leaders who could give their evaluation of how the accreditation process worked for them and their thoughts of how it could be amended. The accreditation team leaders and members would also be evaluated for their currency and expertise in each of the fields being evaluated.

**ADJOURNMENT**

Lynne Cook, Co-Chair, adjourned the meeting of the Committee on Accreditation at 3:20 p.m. on Thursday, August 24, 2006.