

COMMITTEE ON ACCREDITATION MINUTES

June 6-7, 2007

California Commission on Teacher Credentialing
Sacramento, California

Committee Members Present

Joyce Abrams
Fred Baker
Lynne Cook
Dana Griggs
Irma Guzman Wagner
Ed Kujawa (6/6 only)
Karen O'Connor
Ruth Sandlin
Sue Teele

Staff Members Present

Larry Birch, Director
Teri Clark, Administrator
Cheryl Hickey, Consultant
Jo Birdsell, Consultant (6/7 only)
Phil Fitch, Consultant
Teri Ackerman, Analyst/Recorder

Committee Members Absent

Diane Doe
David Madrigal
Donna Uyemoto

Others Present

Arlinda Eaton	Carol Leighty
Barbara Merino	Judith Greig
Phyllis Fernlund	Maggie Payne
Carol Riley	Randy Lindsey
Jean Houck	Steve Turley
Pat Burn	Shane Martin
Helen Williams	Gail Houghton

CALL TO ORDER

The meeting of the Committee on Accreditation was called to order by Dana Griggs, Co-Chair, at 9:35 a.m. on Wednesday, June 6, 2007.

APPROVAL OF THE AGENDA

Co-Chair Dana Griggs reviewed the agenda for the June, 2007 meeting. It was moved, seconded (Teele/Guzman Wagner) and carried to approve the agenda as written.

APPROVAL OF THE MINUTES

The minutes of the April, 2007 meeting of the Committee on Accreditation were reviewed. It was moved, seconded (Teele/Baker) and carried to approve the minutes as written.

CO-CHAIR AND MEMBER REPORTS

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Sue Teele shared photos of her visit to Panda Land in China where she was able to hold and play with the pandas. She hopes to continue the study of panda cultures through the San Diego Zoo. She also announced that she is the new Interim Associate Dean at UC, Riverside Extension.

Ruth Sandlin announced that she would be leaving for Peru the Friday after the meeting where she will be participating in a short academic course which would include a visit to Machu Picchu.

Ed Kujawa proudly heralded the birth of his new grandson, Max, born April first. He also informed the group that a new Dean of Business has been hired at Dominican University and that he would now be serving only as the Dean of Education.

STAFF REPORT

Administrator, Teri Clark announced that Cheryl Hickey will be rejoining the Professional Services Division effective July 1, 2007. Both Teri Clark and Cheryl Hickey attended the NASDTEC (National Association of State Directors of Teacher Education and Certification) conference in Salt Lake City, Utah the week prior to the COA meeting. Teri and Cheryl gave a presentation of the new accreditation system at the conference, which was well received by representatives of the other states.

Larry Birch, Teri Clark, Jo Birdsell and Cheryl Hickey all attended the NCATE partnership meeting in May where Teri Clark was a member of a panel on performance assessment and shared information about the California TPA.

Director, Larry Birch also announced that former PSD Director, Dennis Tierney (now an Episcopalian priest) is leaving his current parish in the Bay Area and will be taking a new parish in Bainbridge Island, Washington.

New COA member-elect, Arlinda Eaton, was welcomed to the meeting as an observer on June 6. Carol Leighty was welcomed June 7. Each of these new members sat at the table as observers. All three elected new members will participate in New Member Orientation prior to the August 8 meeting.

REPORT OF PROGRAM AND INSTITUTIONAL ACCREDITATION RECOMMENDATIONS

Administrator, Teri Clark presented the items in this report: (Teri, I actually did almost nothing for this item...Dana ran it through.

Programs of Professional Preparation for the Reading/Language Arts Specialist Credential

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

University of Redlands
Reading Certificate

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

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

Santa Clara University
Preliminary Administrative Services Credential

California Polytechnic State University, San Luis Obispo
Preliminary Administrative Services Credential
Preliminary Administrative Services Internship

Chapman University
Professional Administrative Services Credential

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

California State University, East Bay
Preliminary Administrative Services Credential
Preliminary Administrative Service Internship

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

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

Mount St. Mary's College
Preliminary Level I Education Specialist Credential Program:
Education Specialist: Mild/Moderate Disabilities with Internship, Option I

California Lutheran University
Preliminary Level I Education Specialist Credential Program:
Education Specialist: Deaf and Hard of Hearing

Los Angeles Unified School District
Education Specialist: Moderate/Severe Disabilities District Internship, Option II

San Joaquin County Office of Education
Education Specialist District Internship Credential Program:
Education Specialist Early Childhood Special Education
Preliminary Level I Education Specialist Credential Program
Education Specialist Early Childhood Special Education with Internship, Option II

Claremont Graduate University
Preliminary Level I Education Specialist Credential Program:
Education Specialist: Moderate/Severe with Internship, Option I

Antioch University

Preliminary Level I Education Specialist Credential Program:
Education Specialist: Mild/Moderate Disabilities

Program(s) of Professional Preparation for the Multiple and Single Subject Credentials - SB2042 Program Review

It was moved, seconded (Teele/O'Connor) and carried to grant initial accreditation to the following program of professional preparation:

Whittier College

Single Subject Credential Program
Single Subject Internship

Program(s) of Professional Preparation for the Pupil Personnel Services Credential

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

California State University, San Bernardino
School Counseling Internship

Program(s) of Professional Preparation for the Bilingual and Cross-Cultural Language and Academic Development (BCLAD) Emphasis

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

California State University, Channel Islands
Multiple Subject BCLAD Program

Recommendations About the Withdrawal of Professional Preparation Programs

It was moved, seconded (Guzman Wagner/Teele) and carried that the Professional Administrative Services Credential Program at California State University, Chico be withdrawn at its request, effective June 6, 2007 and that no new applicants be admitted to the Professional Administrative Services Credential Program effective that same date.

REPORT ON THE APRIL COMMISSION MEETING

Teri Clark, Administrator, reported that staff brought forward the second in a series of items to the Commission related to SB2042 and the work that remains to be completed. Issues relating to preliminary preparation of multiple and single subject teachers were discussed at this meeting. The Commission took action to ask the COA and Work Group to review the adopted standards with additional intern stakeholders, and to bring back recommended revisions. The Commission also took action to ask the COA and Work Group to review the Blended (integrated) Program standards and to recommend revisions to integrate the blended standards into the SB2042

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preliminary standards. Action was also taken that emphasis programs should be administered locally.

Staff took forward the proposal that the Program Standards should be reviewed and possibly revised every ten years. A table was presented in the item that lists all credential and certificate programs including when the standard for each was last reviewed and revised.

A working meeting which will include the issues of the required elements structure of the adopted standards and the integration of the Blended Program Standards in scheduled for June 19-20, 2007.

A separate meeting will be scheduled to address the intern model of program delivery and whether the Common and Program standards adequately address this model. Stakeholders for the intern community will be included in the work group for this meeting.

REPORT OF THE ACCREDITATION VISIT TO CALIFORNIA STATE UNIVERSITY, CHICO

Director Larry Birch gave an overview of the joint NCATE visit and introduced Team Leader, Judith Greig who presented the report and answered questions. The university was represented by Phyllis Fernlund, Dean of Education and Maggie Payne, Associate Dean of Education. Dean, Phyllis Fernlund answered questions presented to the institution by the COA.

The following actions were taken on the team report and recommendations:

It was moved, seconded (Teele/Kujawa) and carried to make the following decision for California State University, Chico and all of its credential programs with the amendment that the term Technical Stipulation is being used because the concerns only refers to one program and that the stipulations are not sufficient enough to be Substantive as found in the current Committee on Accreditation handbook.

Following are the stipulations:

That the institution send a letter to all candidates beginning coursework after August 1, 2006, notifying them that the Preliminary Administrative Services Credential Program has not yet been approved by the Commission on Teacher Credentialing. Such notice must continue to be sent to any candidate admitted until full approval is achieved. A copy of the notification letter is to be sent to CTC staff.

That the institution successfully complete the review process for program approval under the new standards for the Preliminary Administrative Services Credential program.

That the institution provide a written report to the Committee on Accreditation and team leader documenting a full plan of program assessment and implementation of said plan including candidate competence data, analysis, suggestions for program improvement arising from such

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analysis; and documentation that clinical experiences occur in diverse placements for all candidates (with individual documentation in student files prior to credential issuance).

The decision for California State University, Chico is **ACCREDITATION WITH TECHNICAL STIPULATIONS**.

On the basis of this decision, the institution is authorized to recommend candidates for the following credentials:

- Adapted Physical Education
- Agricultural Specialist
- Administrative Services Credential
Preliminary
- Clinical Rehabilitative Services
Language Speech and Hearing
- Education Specialist Credentials
Preliminary Level I
Mild/Moderate Disabilities
Mild/Moderate Disabilities Internship
Moderate/Severe Disabilities
Moderate/Severe Disabilities Internship
Professional Level II
Mild/Moderate Disabilities
Moderate/Severe Disabilities
- Library Media Teacher
- Multiple Subject Teaching Credential
Multiple Subject
Multiple Subject Tri-Placement
BCLAD Emphasis (Spanish)
Multiple Subject Internship
- Pupil Personnel Services
School Psychology
School Psychology Internship
- Reading and Language Arts Specialist Credential
Reading Certificate
Reading and Language Arts Specialist

- Resource Specialist Certificate
- Single Subject Credential
 - Single Subject
 - Single Subject-Blended Physical Education
 - Single Subject Tri-Placement
 - BCLAD Emphasis (Spanish)
 - Single Subject Internship

In addition:

- The institution's response to the preconditions is accepted.
- California State University, Chico is required to remove the stipulations listed above within one year of the date of this action.
- California State University, Chico is permitted to propose new credential programs for approval by the Committee on Accreditation.
- California State University, Chico will be placed on the schedule of accreditation visits for the 2011-2012 academic year subject to the continuation of the present schedule of accreditation visits by both the National Council for Accreditation of Teacher Education and the California Commission on Teacher Credentialing.

REVIEW STAKEHOLDER FEEDBACK ON PROPOSED REVISIONS TO THE COMMON STANDARDS

This item was presented by Administrator, Teri Clark. After a review of the feedback provided to the COA regarding the proposed Common Standards, it was moved, seconded (O'Connor/Kujawa) and carried that staff take to Commission Management the recommendation that the Certification Division of the Commission on Teacher Credentialing establish and implement a system for annually monitoring appropriate documentation verifying that all credential requirements have been met.

REPORT OF THE ACCREDITATION VISIT TO CALIFORNIA STATE UNIVERSITY, LONG BEACH

Administrator, Teri Clark gave an overview of the joint NCATE visit and introduced Team Leader, Randy Lindsey, along with the Accreditation Leadership Team from the CSU Long Beach: Dean Jean Houck, Carol Riley, Steve Turley and Pat Burn. Dean of Education, Jean Houck answered questions presented to the institution by the COA.

It was moved, seconded (Teele/Guzman Wagner) and carried to make the following decision for California State University, Long Beach based upon the Accreditation Team Report, team recommendations and staff recommendations:

The decision for California State University, Chico is **ACCREDITATION**.

On the basis of this decision, the institution is authorized to recommend candidates for the following credentials:

- Adapted Physical Education Specialist Credential
- Administrative Services Credential
 - Preliminary
 - Preliminary Internship
 - Professional
- Clinical Rehabilitative Services
 - Language Speech and Hearing
- Education Specialist Credentials
 - Preliminary Level I
 - Mild/Moderate Disabilities
 - Mild/Moderate Disabilities Internship
 - Moderate/Severe Disabilities
 - Moderate/Severe Disabilities Internship
 - Professional Level II
 - Mild/Moderate Disabilities
 - Moderate/Severe Disabilities
- Library Media Credential
- Multiple Subject Teaching Credential
 - Multiple Subject Credential
 - Multiple Subject Internship
 - BCLAD Emphasis (Cantonese, Khmer, Korean, Mandarin, Spanish and Vietnamese)
- Pupil Personnel Services
 - School Counseling
 - School Counseling Internship
- Pupil Personnel Services
 - School Psychology
 - School Psychology Internship
- Pupil Personnel Services
 - School Social Work

- Pupil Personnel Services
Child Welfare and Attendance
- Reading and Language Arts Specialist Credential
Reading Certificate
Reading and Language Arts Specialist
- School Nurse Credential
- Single Subject Credential
Single Subject Credential
Single Subject Internship

In addition:

- The institution's response to the preconditions is accepted.
- California State University, Long Beach is permitted to propose new credential programs for approval by the Committee on Accreditation.
- California State University, Long Beach will be placed on the schedule of accreditation visits for the 2013-2014 academic year subject to the continuation of the present schedule of accreditation visits by both the National Council for Accreditation of Teacher Education and the California Commission on Teacher Credentialing.

ACCREDITATION SITE VISIT SCHEDULE FOR 2007-2008

This information item was introduced by Administrator, Teri Clark. A list of the institutions and program sponsors that will be participating in accreditation visits during the 2007-2008 year was provided. In addition to the dates and location of each site visit the chart also contained the names of the primary staff consultant assigned to each visit.

UPDATE ON ACCREDITATION ACTIVITIES: BIENNIAL REPORT AND PROGRAM ASSESSMENT IN 07-08

Teri Clark, Administrator, presented an update on the pilot of Biennial Reports in Spring-Summer 2007 and the preparation for Biennial Reports and Program Assessment activities in 2007-2008. It was suggested that staff develop some "common responses" to be used by the staff to respond to program sponsors after the review of the biennial report. The COA will work on the reporting format for 07-08 reports at the August and October COA meetings before presenting it to the Commission.

COA NEW MEMBER ORIENTATION

Administrator, Teri Clark presented this information item on behalf of Consultant Jo Birdsell. The report provided an update on work underway on the New COA Member Orientation activities. Items previously suggested by COA members were refined and will be included in a one day orientation to be presented to the new members on August 7.

PROPOSED COA MEETING DATES FOR 2007-2008

It was moved, seconded (Guzman Wagner/Abrams) and carried to adopt the following calendar of meetings through June, 2008:

**Schedule of Meetings
August 2007-June 2008**

August 8, 2007	Commission Room
October 24, 2007	Commission Room
January 17, 2008	UC, Riverside
(possible additional date: January 18)	
May 1-2, 2008	Commission Room
June 18-19, 2008	Commission Room

UPDATE ON INDUCTION – FIFTH YEAR OF STUDY WORK

This update item was presented by Administrator, Teri Clark. Information regarding ongoing stakeholder discussions which have taken place regarding the Fifth Year of Study and Induction Programs, candidate options and the adopted program standards as addressed by the stakeholder group were discussed. The Fifth Year of Study and Induction Programs issue is scheduled to be presented at the June Commission meeting in Long Beach.

RECESSED

The meeting was recessed at 3:30 on June 6, 2007 and reconvened at 8:37 on June 7, 2007.

EXPERIMENTAL PROGRAM STANDARDS

Consultant, Jo Birdsell presented this action item to the COA so that the experimental program standards may be presented to the Commission. The COA made editorial changes to the standards which will included in the version presented to the Commission at its August meeting. It was moved, seconded (Cook/Teele) and carried that the COA approves the Draft of the Experimental Program Standards to go to the August 9, 2007 meeting of the Commission.

BIR UPDATE: CRITERIA, APPLICATION AND TRAINING

This item was presented by Consultant, Jo Birdsell. Proposed criteria for membership in the BIR were reviewed and discussed by the members. It was moved, seconded (Baker/Abrams) and carried to approve the proposed criteria for BIR membership items A-H with edits. Based on this approval, staff will move forward with developing and distributing application materials to individuals interested in becoming BIR members.

ACCREDITATION REPORT FORMAT FOR 07-08

Teri Clark, Administrator, presented this item. Information was provided on the current structure of the Accreditation Reports and the Committee on Accreditation Agenda Item. Options were presented for a revised report structure to be used in the 2007-08 year. Staff will bring back to the August COA meeting, a template of the report, removing the introduction and showing where items from the introduction will be moved into the body of the report.

ACCREDITATION HANDBOOK

Consultant, Jo Birdsell presented an update of the work being done on the Accreditation Handbook with a timeline for a draft to be presented to the COA for adoption. A draft Handbook will be included in the agenda items of the August 8 COA meeting for review, discussion and input.

EVALUATION OF THE ACCREDITATION SYSTEM

Jo Birdsell, Consultant, presented initial plans for discussion and input in re-conceptualizing the current evaluation system. Discussion was held regarding the restructuring of the Annual Report to the Commission and the current state(s) of standards panels. Staff will develop questions for the August COA meeting linked back to the four purposes of the accreditation system for further discussion.

NCATE PARTNERSHIP PROTOCOL (2008-2014)

Administrator, Teri Clark presented an overview of the development process for the NCATE Partnership Protocol defining the relationship between California and NCATE for the next seven years. It was moved, seconded (Teele/Guzman Wagner) and carried to approve the Draft Partnership Protocol so that staff can transmit the information with edits to NCATE.

REPORT OF THE ACCREDITATION VISIT TO AZUSA PACIFIC UNIVERSITY

Consultant, Phil Fitch gave an overview of the joint NCATE visit and introduced Shane Martin, Team Leader, Helen Williams, Dean of the School of Education and Gail Houghton, Associate Dean for Assessment. Dean Williams answered questions presented to the institution by the COA.

It was moved, seconded (Teele/Baker) and carried to make the following decision for Azusa Pacific University based upon the Accreditation Team Report, team recommendations and staff recommendations:

The decision for Azusa Pacific University is **ACCREDITATION**.

On the basis of this decision, the institution is authorized to recommend candidates for the following credentials:

- Multiple Subject Credential
 - Multiple Subject
 - Multiple Subject Internship
- Single Subject Credential
 - Single Subject
 - Single Subject Internship
- Education Specialist Credentials

Preliminary Level I
Mild/Moderate Disabilities
Mild/Moderate Disabilities Internship
Professional Level II
Mild/Moderate Disabilities

- Library Media Teacher
- Administrative Services Credential
Preliminary Administrative Services
Preliminary Administrative Services Internship
- Pupil Personnel Services
School Counseling
School Counseling Internship
School Psychology
School Psychology Internship
- Health Services: School Nurse Credential

In addition:

- The institution's response to the preconditions is accepted.
- Azusa Pacific University is permitted to propose new credential programs for approval by the Committee on Accreditation.
- Azusa Pacific University will be placed on the schedule of accreditation visits for the 2013-2014 academic year subject to the continuation of the present schedule of accreditation visits by both the National Council for Accreditation of Teacher Education and the California Commission on Teacher Credentialing.

REPORT ON TECHNICAL ASSISTANCE VISITS SPRING 2007

Jo Birdsell, Consultant and Cheryl Hickey, Consultant, presented a summary of the three Technical Assistance Meetings held this spring. A summary of visits to High Tech High and CSU, Channel Islands was provided along with a template of the Technical Assistance Site Visit Review and Feedback Rubric.

DEBRIEF OF ACCREDITATION DECISION-MAKING ACTIVITIES

Members debriefed the three accreditation reports. Discussion was held regarding the use of technical vs. substantive stipulations used in the CSU, Chico report. The definitions and use of technical vs. substantive stipulation will be discussed more fully at the August COA meeting. Concern was voiced with all three accreditation reports that assistance, advisement and field work are not being stressed. Administrator Teri Clark reminded the COA that these are California specific issues and that the report format can be modified to ensure that these issues are clearly reported in joint NCATE reports.

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Fred Baker gave a final “Thank You” to the COA as he completed his final meeting as a member. Earlier in the day Executive Director Dale Janssen thanked Fred for his years of service to the COA and presented Fred with a framed Certificate of Appreciation.

ADJOURNMENT

The meeting was adjourned by Co-Chair, Lynne Cook at 1:59 on June 7, 2007.