

*The institution must organize, implement, ad document regular, formal training for* **COMMITTEE ON ACCREDITATION**  
**MINUTES**

**April 14-15, 2010**

**Commission on Teacher Credentialing  
Sacramento, California**

**Committee Members Present**

Joyce Abrams  
Lynne Cook  
Ellen Curtis-Pierce  
Joseph Jimenez  
Anne Jones  
Gary Kinsey  
Sally Plicka  
Reyes Quezada  
Pia Wong

Ting Sun, Commission Liaison

**Absent Members**

Dana Griggs  
Nancy Watkins  
Carol Leighty

**Staff Members Present**

Teri Clark, Administrator  
Cheryl Hickey, Consultant  
Teri Ackerman, Analyst/Recorder  
Jan Jones Wadsworth, Consultant  
Marilynn Fairgood, Consultant  
Marilyn Errett, Administrator, Office  
of Governmental Relations  
Nadine Noelting, Consultant  
Cathy Creeggan, Consultant  
Helen Hawley, Consultant  
Larry Birch, Director

**Others Present**

Mark Cary  
Jo Birdsell  
Mel Hunt  
Juan Flores  
Cindy Grutzik  
Edmundo Litton  
Marcel Soriano  
Janice Chavez  
Joanne Rossi  
Joe Dear  
Kathleen Ralph  
Judy Kell  
Steven Lee  
Michael Engh (video conference)  
Maria Tostado  
Debra Buttita  
Shane Martin  
Elizabeth Stoddard  
Mark Cary  
Neva Hofemann  
David Lopez  
Juan Necochea

### **Item 1-CALL TO ORDER**

The April 2010 meeting of the Committee on Accreditation was called to order by Gary Kinsey, Co-Chair, at 9:03 a.m. on Wednesday, April 14, 2010.

### **Item 2-APPROVAL OF THE AGENDA**

Lynne Cook moved approval of the April 2010 agenda. Joyce Abrams seconded the motion. The motion passed without dissent.

### **Item 3-APPROVAL OF THE JANUARY 2010 MINUTES**

Anne Jones moved approval of the January 2010 minutes as amended. Ellen Curtis-Pierce seconded the motion. The motion passed without dissent.

### **Item 4-CO-CHAIR AND MEMBER REPORTS**

- Joseph Jimenez participated in the program assessment reviews held in Bakersfield and San Diego. He complimented the Commission on the review process. He added that the induction programs are not as fearful of completing the biennial reports as they were prior to the reviews, but are now embracing the process which bodes well for induction programs.
- Co-Chair, Gary Kinsey, gave his thanks to Joseph Jimenez who was filling in as acting Co-Chair in Nancy Watkin's absence.

### **Item 5-STAFF REPORTS**

- Administrator, Teri Clark announced the promotion of Terry Janicki to Administrator. He will be taking over the TPA duties previous handled by Phyllis Jacobson.
- Administrator Clark noted that there will be a conference in San Jose this June which will include coverage of Working Collaboratively and for Teacher & Student Success.
- Administrator Clark announced that the Commission will be meeting April 22 and 23. COA interviews will be held on the 23rd at which time the incoming members will be chosen.
- Consultant Cheryl Hickey asked for two COA volunteers to help think through information regarding the TPA and how it relates to accreditation. Members Pia Wong and Anne Jones volunteered.

### **Item 6-PROGRAM APPROVAL RECOMMENDATIONS**

This item was introduced by Co-Chair, Gary Kinsey.

### **Programs for Approval by the Committee on Accreditation**

#### **Program of Professional Preparation for the Single Subject Credential**

It was moved, seconded (Jones/Curtis-Pierce) and carried (Jimenez and Plicka recused) to grant initial accreditation to the following program of professional preparation:

***San Joaquin County Office of Education***

## Career and Technical Education Credential

### Program(s) of Professional Preparation for the Bilingual Teacher Authorization

It was moved, seconded (Jones/Curtis-Pierce) and carried (Jimenez and Plicka recused) to grant initial accreditation to the following programs of professional preparation:

#### ***California State University, Fullerton***

Bilingual Authorization (Spanish)

#### ***California State University, Stanislaus***

Bilingual Authorization (Spanish, Lao, Hmong, Khmer, Portuguese, Vietnamese, Punjabi and Arabic)

### Program of Preparation for the Education Specialist Clear Credential Program

It was moved, seconded (Jones/Curtis-Pierce) and carried (Jimenez and Plicka recused) to grant initial accreditation to the following programs of professional preparation:

#### ***North Coast BTSA (Sonoma County Office of Education)***

### Program of Professional Preparation for Multiple and Single Subject BTSA Induction

It was moved, seconded (Jones/Curtis-Pierce) and carried (Jimenez and Plicka recused) to grant initial accreditation to the following programs of professional preparation:

#### ***Cupertino Union School District BTSA Induction Program***

### Program of Professional Preparation for the Preliminary Administrative Services Credential

It was moved, seconded (Jones/Curtis-Pierce) and carried (Jimenez and Plicka recused) to grant initial accreditation to the following program of professional preparation:

#### ***Fielding Graduate University***

### Program of Professional Preparation for the Education Specialist Moderate-Severe Preliminary Credential

It was moved, seconded (Jones/Curtis-Pierce) and carried (Jimenez and Plicka recused) to grant initial accreditation to the following program of professional preparation:

#### ***Oakland Unified School District***

### Program of Professional Preparation for the Education Specialist Added Authorization: Autism Spectrum Disorder

It was moved, seconded (Jones/Curtis-Pierce) and carried (Jimenez and Plicka recused) to grant initial accreditation to the following program of professional preparation:

#### ***Ventura County Office of Education***

### **Notification about the Transition of Professional Preparation Programs**

This information provided information to the Committee on Accreditation about programs which have transitioned to recently updated standards. No action was called for.

#### **Education Specialist – Added Authorizations: Autism Spectrum Disorders**

##### ***CSU Dominguez Hills***

##### ***University of California Riverside***

*Azusa Pacific University*  
*Brandman University*  
*National University*  
*San Joaquin County Office of Education Project Impact*  
*CSU San Bernardino*  
*Touro University*  
*San Diego State University*  
*Fresno Pacific University*

Education Specialist – Added Authorizations: Emotional Disturbance

*Azusa Pacific University*  
*San Diego State University*

**Program(s) of Professional Preparation Moving to Inactive Status**

This item provided information to the Committee on Accreditation about programs which have requested their programs be moved to inactive status. No action was called for.

*California State University, San Bernardino*

Fifth Year (SB2042) Clear Credential, effective February 1, 2010.

*University of LaVerne*

Professional Clear Administrative Services Credential, effective February 1, 2010.

*Lodi Unified School District*

BTSA Induction Program, effective June 30, 2010.

*Chapman University*

Preliminary Administrative Services Credential, effective June, 2011.

Preliminary Administrative Services Internship, effective January, 2010.

Multiple Subject Internship, effective January, 2010.

Single Subject Internship, effective June, 2010.

Reading Certificate Program, effective August, 2010.

*California State University, East Bay*

Fifth Year (SB2042) Clear Credential, effective April, 2010.

**Professional Preparation Program(s) Requesting Reactivation**

It was moved, seconded (Cook/Jimenez) and carried (Jones recused) to grant reactivation to the following program(s) of professional preparation:

*University of California, Riverside: Education Specialist: Moderate to Severe Level I*

**Recommendation About the Withdrawal of professional Preparation Program(s)**

This item provided information to the Committee on Accreditation about programs which have requested withdrawal from the accreditation system. No action was called for.

*Downey Unified School District BTSA Induction Program*

**Item 7-ADOPTION OF ADDITIONAL CHAPTERS OF THE ACCREDITATION HANDBOOK**

Administrator Teri Clark presented this item for Rebecca Parker, who was conducting an accreditation visit. It was moved, seconded (Wong/Abrams) and carried to adopt Chapter 4 of the *Accreditation Handbook* with changes as proposed by the Committee. Staff will return to the COA in May with edits as suggested by the Committee for Chapters 5 and 6 of the handbook, for adoption by the committee.

**Item 8-REPORT ON THE ACCREDITATION SITE VISIT TO WHITTIER COLLEGE**

Consultant Nadine Noelting introduced Team Lead, Mel Hunt and representing the university, Kathleen Ralph, Chair of the Department of Education.

After discussion, it was moved, seconded (Jimenez/Quezada) and carried to accept the team recommendation of *Accreditation with Stipulations* as amended. The stipulation reads as follows:

*that the institution provide Commission staff with an updated plan for a program that includes an evaluation system and provides evidence that the evaluation system has been implemented.*

**Item 9-ADOPTION OF THE COA PROCEDURES MANUAL**

Consultant Cheryl Hickey presented this action item which was first presented in January. Suggested revisions made by the Committee at the January meeting were incorporated into the *Procedures Manual* which was brought back for action by the COA. It was moved, seconded (Jones/Curtis-Pierce) and carried to adopt the revised *COA Procedures Manual* as presented.

**Item 10-SELECTION OF MEETING DATES FOR FALL 2010.**

Administrator Teri Clark presented this action item of options for a calendar of COA meetings for the second half of the 2010 year, the 2010-2011 year and the fall of 2011. It was moved, seconded (Abrams/Cook) and carried to approve the meeting dates as presented.

**Item 11-REPORT ON THE TECHNICAL ASSISTANCE SITE VISIT TO REACH**

This information item was presented by Consultant Cheryl Hickey. The item provided a summary of the Technical Assistance visit to the Reach Institute for School Leadership (REACH) in Oakland, California.

**Item 12-DISCUSSION OF SB5X 1 Work**

This information item was presented by Administrator, Teri Clark and Marilyn Errett, Administrator of the Office of Government Relations. The item continued the discussion of an alternative to regional accreditation for those entities wanting to offer educator preparation in California in the areas of science, mathematics, and technical education. The committee returned to this item on day two of the meeting to continue discussion.

**Item 13- DISCUSSION OF THE RUSKIN REPORT**

Administrator, Teri Clark presented this information item which was brought to the COA to discuss how the report might be used as a model for assisting all types of educator preparation programs determine equivalency of coursework. COA discussed areas in which the document would need to be changed to reflect all types of educator preparation programs and where it believed it already represented all types of programs.

**Item 14–REPORT OF THE ACCREDITATION RE-VISIT TO NOTRE DAME de NAMUR UNIVERSITY**

Consultant, Jan Jones Wadsworth introduced Team Lead, Edmundo Litton and Dean Joanne Rossi, representing the university.

After committee discussion, it was moved, seconded (Wong/Curtis-Pierce) and carried that the original team finding of *Accreditation with Stipulations* be changed to *Accreditation*.

**RECESS**

The meeting was recessed by Acting Co-Chair, Joseph Jimenez at 3:40 p.m. on April 14, 2010.

**RECONVENE**

The meeting was reconvened at 8:37 a.m. on Thursday, April 15, 2010 by Acting Co-Chair, Joseph Jimenez.

**Item 15-REPORT OF THE ACCREDITATION SITE VISIT TO SANTA CLARA UNIVERSITY**

Consultant Helen Hawley introduced Team Lead Cindy Grutzik and university representative, Steven Lee, Interim Associate Dean. Joining in via teleconference was university president, Father Michael Engh.

After committee discussion, it was moved, seconded (Jones/Curtis-Pierce) and carried that the committee accept the team recommendation of *Accreditation with Major Stipulations* with the addition that the university not be permitted to propose new credential programs for approval by the Committee on Accreditation. The stipulations read as follows:

- *That the institution implement a leadership model with the authority to provide vision and cohesion for the unit; with direction to programs; and advocacy for the Department of Education at higher levels of administration related to the needs and requirements providing quality credential programs*
- *That the institution support the Department of Education in establishing a systematic program assessment process that spans all programs. and provides cohesive data collection analysis that is used to determine program and unit effectiveness and implement program and unit improvement.*
- *That a revisit by Commission staff and the accreditation team leader focusing on all standards not fully met take place within one year.*

**Item 16-REPORT OF THE ACCREDITATION RE-VISIT TO PHILLIPS GRADUATE INSTITUTE**

Retired Consultant Joe Dear introduced Maria Elena Tostado, Counseling Department Chair and Debra Buttita, Vice President of Academic Affairs, who represented the university.

After discussion, it was moved, seconded (Jones/Kinsey) and carried that approval of the original team finding of *Accreditation with Major Stipulations* be changed to *Accreditation*.

**Item 17-REPORT ON THE TECHNICAL ASSISTANCE SITE VISIT TO OAKLAND UNIFIED SCHOOL DISTRICT**

Consultant Cheryl Hickey presented this information item reflecting the positive findings of the February Technical Assistance visit.

**Item 18-REPORT OF THE ACCREDITATION VISIT TO LOYOLA MARYMOUNT UNIVERSITY**

Administrator Teri Clark introduced Team Leader, Jo Birdsell and university representatives Shane Martin and Elizabeth Stoddard who answered questions.

After discussion, it was moved, seconded (Jones/Curtis-Pierce) and carried to accept the team recommendation of *Accreditation*.

**Item 19-POSTPONED UNTIL THE MAY 2010 MEETING OF THE COMMITTEE ON ACCREDITATION**

**Item 20-REPORT OF THE STIPULATIONS FOR CSU EAST BAY**

Consultant Cheryl Hickey introduced Team Leader, Mark Cary who assisted in answering committee questions.

After committee discussion, it was moved, seconded (Jones/Plicka) and carried to revise the original stipulations for Common Standard 2 for CSU East Bay to read:

*That as part of the scheduled April 2011 NCATE/CTC focused visit the institution provide evidence of data that have been collected relative to unit outcomes as described in the Unit Assessment Plan and provide examples of the use of that data for unit improvement.*

**Item 21-UPDATE ON THE WORK RELATED TO TEACHER LEADERSHIP**

Consultant Cheryl Hickey presented this information item on the Commission's work related to Teacher Leadership.

### **Item 22-REPORT OF STIPULATIONS: MILLS COLEGE**

Consultant Cheryl Hickey presented this agenda item for Consultant Terry Janicki, who was on an accreditation visit. The report covered the responses of Mills College to the stipulations noted in their March, 2009 site visit.

After discussion, it was moved, seconded (Kinsey/Cook) and carried (Jones recused) that approval of the original team finding of *Accreditation with Stipulations* be changed to *Accreditation*.

### **Item 23-INFORMATION ON THE EARLY COMPLETION INTERN OPTION**

Administrator Teri Clark introduced consultants Nadine Noelting and Cathy Creegan who assisted in presenting additional information about this item as requested by the committee in January.

### **Item 24-REPORT OF THE ACCREDITATION SITE VISIT TO NATIONAL HISPANIC UNIVERSITY**

Consultant Marilyn Fairgood introduced Team Leader Juan Flores and university representatives, David Lopez and Neva Hofemann who answered questions by the committee.

After discussion, it was moved, seconded (Plicka/Jimenez) and carried to accept the team recommendation of *Accreditation with Major Stipulations* along with the added stipulation that the university must develop and implement a professional development and assessment plan for field supervisors and master teachers based on regular and systematic evaluation data.

The stipulations are as follows:

- *The university must assure that every intern is supervised by a university supervisor during the entire internship*
- *There must be the establishment of collaborative partnerships with major stakeholders actively involved in the organization, coordination, and governance of all professional preparation programs.*
- *The university must create a unit assessment plan that is articulated with the different program assessment processes to inform improvement and resource allocation.*
- *The university must develop and implement a uniform system of professional development for field supervisors and master teachers that is based on regular and systematic evaluation.*
- *The revisit must provide updated information on all standards that are less than fully met.*
- *National Hispanic University is not permitted to propose new credential programs for approval by the Committee on Accreditation, but may submit a program proposal for the Bilingual Authorization program which is an update to their current BCLAD program.*

- *A re-visit by the team lead and staff consultant is to be scheduled within one year of the date of this action by the Committee on Accreditation. The re-visit team is to provide updated information on all standards that were less than fully met at the time of the initial site visit.*

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**Item 25 –DEBRIEF OF ACCREDITATION DECISION MAKING**

The committee discussed decisions made over the course of the two day meeting.

**Item 26 - PUBLIC COMMENT**

There were no members of the public present to comment.

**Item 27 - ADJOURNMENT**

The meeting was adjourned by Co-Chair Gary Kinsey at 3:30 p.m. on April 15, 2010