

# COMMITTEE ON ACCREDITATION MINUTES

October 27, 2011

Commission on Teacher Credentialing  
Sacramento, California

## Committee Members Present

Joyce Abrams  
Emelina Emaas  
Deborah Erickson  
Joseph Jimenez  
Anne Jones  
Gary Kinsey  
Kenneth Lopour  
Reyes Quezada  
Pia Wong

## Absent Members

Kiran Kumar  
Nancy Watkins

## Staff Members Present

Teri Clark, Division Director  
Cheryl Hickey, Administrator  
Katie Croy, Consultant  
Gay Roby, Consultant  
Teri Ackerman, Analyst/Recorder  
Marilynn Fairgood, Consultant  
Phyllis Jacobson, Consultant  
Mike Taylor, Consultant

## Others Present

Ronald Solorzano (via teleconference)  
Phoebe Dea (via teleconference)  
Adelina Alegria (via teleconference)  
Susan Smith (via teleconference)  
Fatima Casteneda (via teleconference)  
Abigail Snipes (via teleconference)  
Tim Bowers (via teleconference)  
Amy Reising (via teleconference)  
Jill Hamilton-Bunch (via telephone)  
Edmundo Litton  
Sharon Russell

## Item 1 - CALL TO ORDER

The October 2011 meeting of the Committee on Accreditation was called to order by Co-Chair Anne Jones at 8:40 a.m. on Thursday, October 27, 2011. Co-Chair Anne Jones announced that Committee Member Joseph Jimenez will act as Co-Chair for the meeting in the absence of Co-Chair Nancy Watkins.

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

Iris Riggs moved approval of the October 2011 agenda. Emelina Emaas seconded the motion. The motion passed without dissent.

## **Item 3 - APPROVAL OF THE AUGUST 2011 MINUTES**

Gary Kinsey moved approval of the August 2011 minutes as amended. Pia Wong seconded the motion. The motion passed without dissent.

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

There were no reports from the co-chairs or members.

## **Item 5 - STAFF REPORTS**

Administrator, Cheryl Hickey shared the following:

- Beth Graybill will complete her tenure as the interim Executive Director with the Commission on October 31. She has been very helpful in dealing with the legislative and fiscal issues the Commission has had in recent months.
- Mary Vixie Sandy has been selected as the new Executive Director of the Commission on Teacher Credentialing. Mary has worked at the Commission in the past, most recently as the Director of the Professional Services Division. She will begin her new position on November 1.
- The fall accreditation visits are underway. There will be seven accreditation reports in the February 2012 agenda of the COA.
- The COA nomination forms will be available on the Commission website in early December. There are two IHE positions open and one K-12 position. All three of the departing members (Gary Kinsey, Reyes Quezada and Joseph Jimenez) also have the option of serving a second term on the Commission.
- A BIR training is scheduled to be held in Sacramento in January. The method of training has been revamped in order to reduce the number of days trainees are out of the classroom or from their place of employment. The new training will consist of two “on-site” days in Sacramento instead of four days, as it has been in the past. A webinar will be held, covering information which would have been presented at the training, thereby cutting the “on-site” training time.
- Commission staff presented at the Credential Counselors and Analysts of California (CCAC) annual meeting in Sacramento in October, where there were approximately 700 attendees. Staff presentations were also made at the meeting of the California Council on Teacher Education (CCTE) in San Diego that same week.
- Teri Clark announced the 6 month audit report was sent to the Joint Legislative Audit Committee early. Another report is due in 6 months. With regard to an item addressed in the report, a stakeholder meeting is scheduled at the Commission on October 28 to research ways in which to minimize the time it takes for cases to go before the Committee of Credentials.
- Teri Clark also gave an overview of the budget item which will be presented to the Commission at its November meeting. One of the items which will be discussed is the possibility of increasing the revenue brought in through credential applications and exam fees. Due to current budget constraints there will be no travel out of Sacramento for consultants other than accreditation visits. The COA will continue to meet at the Commission.

- The Credential Web Improvement Project (CWIP) is still ongoing. Staff in all divisions are continuing to work on this project. The estimated start up date for the CWIP is early December.
- The COA Annual Report to the Commission will be presented at the December Commission meeting by former Co-Chairs, Gary Kinsey and Carol Leighty.
- Staffing in the Professional Services Division is becoming critical. There have been many recent retirements in the division. As budgetary constraints are keeping the division from additional hires, it has become increasingly difficult for the remaining staff to do all that needs to be done.
- There is a possibility of changes and clarifications being made to the initial institutional review process. Policy and Procedural conversations by the Commission may impact the manner in which the reviews are done. Staff will be meeting with the new Executive Director as to how to proceed with suggested changes to the review process.

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

This item was introduced by Co-Chair, Anne Jones.

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

It was moved, seconded (Quezada/Riggs) and carried (Jimenez and Erickson recused) to grant initial accreditation to the following programs of professional preparation:

Program(s) of Professional Preparation for the Clear Education Specialist Induction Program

*Monterey County Office of Education  
Murrieta Valley Unified School District  
Pleasanton Unified School District  
Santa Cruz County Office of Education*

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

*University of Redlands-Mild/Moderate*

Program(s) of Professional Preparation for the Bilingual Authorization

*University of Southern California – Spanish  
Fresno State University – Spanish/Hmong*

Early Childhood Special Education Added Authorization

*San Joaquin County Office of Education*

Program(s) of Professional Preparation for the Career and Technical Education Credential

*North State Beginning Teacher Program with Tehama County Department of Education*

Program(s) of Preparation for the Agriculture Specialist Credential

*University of California, Davis*

Education Specialist Added Authorization Programs

Autism Spectrum Disorders

*Ontario-Montclair School District*

*San Diego County Office of Education*

**B. Notification about the Transition of Professional Preparation Programs**

This information is provided to the Committee on Accreditation about programs which have transitioned to recently updated standards. No action was needed on this item.

General Education Clear Credential Program

*Whittier College*

Preliminary Education Specialist Credential: Mild/Moderate Disabilities

*Antioch University, Los Angeles*

*CSU East Bay*

*California Polytechnic State University, San Luis Obispo*

*Fresno Pacific University*

*Los Angeles Unified School District*

*Mt. Diablo Unified School District/Fortune School of Education*

*Pacific Oaks University*

*San Diego State University*

*University of LaVerne*

Preliminary Education Specialist Credential: Deaf and Hard of Hearing

*CSU Fresno*

Preliminary Education Specialist Credential: Early Childhood Special Education

*San Diego State University*

*Fresno Pacific University*

*CSU Dominguez Hills*

*CSU Fullerton*

Preliminary Education Specialist Credential: Moderate/Severe Disabilities

*CSU East Bay*

*Fresno Pacific University*

*Los Angeles Unified School District*

*San Diego State University*

Preliminary Education Specialist Credential: Physical and Other Health Impairments

*CSU Los Angeles*

*Fresno Pacific University*

Special Education Added Authorization – Autism Spectrum Disorder  
*CSU Monterey Bay*  
*University of LaVerne*  
*CSU East Bay*

Special Education Added Authorization – Early Childhood Special Education  
*CSU Dominguez Hills*  
*CSU Fullerton*  
*CSU San Bernardino*  
*Fresno Pacific University*  
*Point Loma Nazarene University*  
*San Joaquin County Office of Education – Project Impact*  
*San Francisco State University*

Special Education Added Authorization – Emotional Disturbance  
*Point Loma Nazarene University*

Other Related Special Education Services: Orientation and Mobility  
*San Francisco State University*

*Regulations Effective July 20, 2011*

*The regulations for the Adaptive Physical Education Added Authorization, Early Childhood Special Education Added Authorization, Resource Specialist Certificate(RSP), Speech-Language Pathology (SLP) Services Credential and the Special Class Authorization (SCA) were approved by the Office of Administrative Law and are effective July 20, 2011. The programs are now being presented for COA approval.*

Special Education Added Authorization – Adaptive Physical Education  
*Sonoma State University*

Special Education Added Authorization – Resource Specialist  
*CSU Dominguez Hills*  
*CSU Northridge*  
*Fresno Pacific University*

Speech-Language Pathology (SLP) Services Credential  
*CSU Chico*  
*CSU Fullerton*  
*San Francisco State University*  
*San Jose State University*  
*CSU Sacramento*  
*CSU Los Angeles*  
*CSU San Marcos*

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

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

**CSU, Chico**

Reading Language Arts, effective August 24, 2009

**CSU, Sacramento**

Single Subject Credential with Internship Option, effective August 19, 2011.

Resource Specialist Credential, effective August 10, 2011

Education Specialist - Added Authorization – Adapted Physical Education, effective September 15, 2011.

**University of Redlands**

Special Class Authorization Program, effective September 7, 2011.

**Pacific Oaks College**

Level II Education Specialist Credential–Mild/Moderate Disabilities, effective September 30, 2011.

**CSU, San Bernardino**

Health Services: School Nurse, effective October 13, 2011.

**CSU, Dominguez Hills**

Education Specialist - Added Authorization – Autism Spectrum Disorder, effective September 1, 2011.

**Argosy University**

Preliminary-Multiple Subject Credential, effective 10/27/11.

Preliminary-Single Subject-Mathematics Credential, effective 10/27/11.

Preliminary -Single Subject-English Credential, effective 10/27/11.

Preliminary-Single Subject-General Science Credential, effective 10/27/11.

Preliminary- Single Subject- Social Science Credential, effective 10/27/11.

Preliminary-Single Subject-Physical Education Credential, effective 10/27/11.

Preliminary-Single Subject-Health Credential, effective 10/27/11

Preliminary Single Subject -Home Economics Credential, effective 10/27/11

Preliminary Single Subject- Languages Other Than English, effective 10/27/11

**University of San Diego**

Professional Administrative Services Credential, effective November 1, 2011.

**CSU, Chico**

CTEL Certificate Program, effective September 1, 2011.

**D. Professional Preparation Programs Requesting Reactivation**

It was moved, seconded (Abrams/Riggs) and carried (Jiminez abstained) to grant reactivation to the following program(s) of professional preparation:

**University of LaVerne**

Professional Clear Administrative Services Credential

**E. Recommendation About the Withdrawal of Professional Preparation Programs**

It was moved, seconded (Jimenez/Lopour) and carried to grant withdrawal to the following program(s) of professional preparation:

***La Sierra University***

Pupil Personnel Services: School Counseling

***CSU San Marcos***

Education Specialist Credential added Authorization

Emotional Disturbance

Clear M/S S/S Credential Program

***CSU Chico***

Level II Education Specialist Program: Early Childhood Special Education Certificate Program

Reading Language Arts Specialist

Reading Certificate Program

Library Media Teacher Services Credential Program

***UCLA***

Designated Subjects - Adult Education Program

Designated Subjects – Career Technical Education Program

***CSU Los Angeles***

Health Services: School Nurse Credential Program

***UC Santa Barbara***

Multiple and Single Subject Programs, BCLAD Emphasis

Level II Education Specialist Credential: Moderate/Severe

**Item 7 – UPDATE ON THE QUARTERLY REPORT FOR KINGS COE**

This information item was presented by Director Teri Clark. Joining in via teleconference were Abigail Snipes and Tim Bowers who represented Kings County Office of Education. A review of the first quarterly report by Kings County as directed by the COA at its June, 2011 meeting was presented. The next quarterly report, reflecting the progress of Kings COE in meeting the stipulations set by the COA, is due in December and will be presented at the February meeting of the COA.

### **Item 8 - RECOMMENDATION TO REMOVE STIPULATIONS FOR HIGH TECH HIGH**

Administrator Cheryl Hickey presented this item in lieu of Consultant Rebecca Parker who was absent. Representing the institution via technology was Amy Reising. It was moved and seconded (Emmas/Jimenez) (Quezada recused) that the three remaining stipulations given to High Tech High be removed and Accreditation granted, with continuous follow-up of the implementation of the plan noted in the report to be addressed in the institution's next biennial report. A vote was taken with the show of hands reflecting 1 aye vote, 7 opposed and one abstention. The motion did not carry.

It was moved and seconded (Lopour/Jones) (Quezada recused) to approve removal of stipulations #1 and #3, but to retain stipulation #2. A vote was taken. The show of hands reflected one aye vote and 8 opposed. The motion did not carry.

It was then moved and seconded (Wong/Kinsey) (Quezada recused) that the COA vote to remove stipulation #3 and to keep stipulations 1 and 2, pending the submission of an expanded faculty/candidate recruitment plan to be required in a report to the COA, at staff discretion, not to exceed the period of one year. A friendly amendment was added (Jones) that the institution be required to include within its biennial report data reflecting the progress of the recruitment plan. The friendly amendment was accepted. A vote was taken with the following results: 8 ayes, 1 no. The motion carried.

### **Item 9 – REPORT ON THE REVISIT TO OCCIDENTAL COLLEGE**

This action item was presented by Consultant Gay Roby. She was joined via teleconference by Ronald Solorzano, Phoebe Dea, Adelina Alegria, Susan Smith and Fatima Casteneda who represented the institution. Team Lead, Jill Hamilton-Bunch joined in via telephone.

It was moved, seconded (Kinsey/Riggs) and carried to accept the report of the site visit review team as presented, with the addition that the next quarterly report by the institution is to specifically address the following items as stated in the team report:

- the policies and procedures established must continue to be followed
- monitoring of the current and former candidates' status must remain a standing agenda item and be updated consistently
- timelines must be followed
- communication must continue to be strengthened both within the department and within the college
- collaborative structures with partners must be defined and established
- the plan for the delivery of program information and professional development for college supervisors and mentor teachers must be implemented

### **Item 10 – REPORT OF THE ACCREDITATION VISIT TO CAL STATE TEACH**

Consultant, Nadine Noelting introduced Team Lead, Edmundo Litton who presented the report. Joining them at the table was Sharon Russell who represented the institution. It was moved, seconded (Wong/Erickson) and carried to accept the accreditation team's recommendation of *Accreditation*.

**Item 11 – UPDATE ON THE QUARTERLY REPORT FOR RIALTO UNIFIED SCHOOL DISTRICT**

This information item was presented by Consultant Marilyn Fairgood. An update on the second quarterly report submitted by Rialto Unified School District was given, covering the steps which have been taken to address the standards not met at the initial accreditation visit in February, 2011. The third quarterly report is due in December and an update will be presented at the February COA meeting.

**Item 12 – UPDATE ON THE DISCUSSION OF THE TPA USERS ADVISORY PANEL RECOMMENDATIONS**

This information item was presented by Consultant, Mike Taylor. An update on the work of the TPA Users Advisory Committee was given, focusing on discussions by the UAC and implications for the accreditation process. Advisory Committee member Anne Jones provided additional information.

**Item 13 – DISCUSSION OF PROCEDURES RELATED TO THE REACTIVATION OF PROGRAMS**

Director Teri Clark presented this item for discussion by the COA. Based on the discussion, an agenda item with draft language to be included in the *Accreditation Handbook* will be presented to the COA for action at its February meeting. Anne Jones has agreed to assist in reviewing the updated version of the language prior to the February meeting.

**Item 14 – UPDATE ON THE ADMINISTRATIVE SERVICES CREDENTIAL ADVISORY PANEL RECOMMENDATIONS**

Consultant Gay Roby presented this information item, reflecting recommendations from the advisory panel which was convened to study the preparation of leaders for California schools. The results of the panel's recommendations will be presented to the Commission for possible action at its November meeting.

**Item 15 – UPDATE ON THE TRANSITION OF SPECIAL EDUCATION PREPARATION**

Consultant Marilyn Fairgood presented this item showing information on the number of Education Specialist credential programs that have transitioned from the Level 1 Credential standards to the Preliminary Education Specialist standards.

**Item 16 – DISCUSSION OF INFORMATION PROVIDED TO THE COA FOR PROGRAM APPROVALS**

This information item was presented by Cheryl Hickey. Discussion was held regarding whether different or more detailed information should be provided to better inform members of the COA prior to their decision to approved programs of educator preparation. The members of the COA expressed confidence in the review process but clarified that some of the same elements might be included in all summaries to ensure their consistency.

**Item 17 – UPDATE ON THE WORK RELATED TO TEACHING ENGLISH LEARNERS**

Consultant Phyllis Jacobson presented an overview of the work that the English Learner Authorizations Advisory Panel has done to date. Information about the proposed revised authorization structure for

English Learner Authorizations was included, along with information about the proposed new Single Subject Credential in World Languages: English Language Development. In addition, an overview of modifications and updates to existing credential areas to improve instruction and educational services provided to EL students was discussed.

**Item 18 – DISCUSSION OF CHANGES TO THE ACCREDITATION HANDBOOK**

Consultant Gay Roby gave an update of the proposed changes made to the *Accreditation Handbook*. Pursuant to COA direction, this item will be brought back to the February meeting of the COA for further review and possible action.

**Item 19 – PUBLIC COMMENT**

There were no members of the public present to comment.

**Item 20 – DEBRIEF OF ACCREDITATION DECISIONS**

The COA reviewed the decisions made over the course of the meeting.

**ADJOURNMENT**

The meeting was adjourned by acting Co-Chair Joseph Jimenez 4:23 p.m. on October 27. The next meeting of the COA will take place February 1-2, 2012.