

Nominations and Election of Co-Chairs For 2013-2014 June 2013

Overview of this Report

This item calls for the Committee on Accreditation to nominate and possibly elect individuals to serve as Co-Chairs, one from K-12 education and one from post-secondary education, for the 2013-2014 meeting year. The nominations and election shall take place in accordance with the adopted procedures of the Committee on Accreditation.

Staff Recommendation

Staff recommends that the Committee conduct its election in accordance with its adopted procedures. Nominations are generally opened at the May COA meeting. However, as there was no May meeting this year, nominations will be held at this June 2013 meeting until closed by the Administrator of Accreditation or the Director of the Professional Services Division. The COA has the option of holding the election at this meeting, or, if agreed upon, electing Co-Chairs at the beginning of the August meeting.

Background to this Report

The Committee on Accreditation has developed a *Procedures Manual* to govern its activities. The Manual was last revised in April 2010. Chapter Two deals with the *Organization of the Committee*. It lists the officers as two Co-Chairs – one representing K-12 public education and one representing post-secondary education and describes their duties, procedures for the election of officers, a description of terms and term limits, and a mechanism for appointing officers pro-tempore.

According to the *Procedures Manual*, the "...nominations are to be made at the next to last regularly scheduled meeting of the Committee and the election should take place at the last Committee meeting of the year." Because the nominations were not opened at the April 2013 Conference Call COA meeting, there is the option of waiving the Committee on Accreditation's *Procedure Manual* and holding the election either at this (June) meeting or the August meeting of the COA.

Section #101 of the Committee on Accreditation Procedures Manual states that "Adoption, amendment or repeal of any procedure is accomplished by majority vote of the Committee. Procedures of the Committee may be enacted at any regular public meeting of the Committee." Majority vote is defined as a majority of members in attendance when there is a quorum present. A quorum is defined as seven or more members of the Committee.

Section #202 of the COA Procedures Manual states, "No member of the Committee shall be elected to the office of Co-Chair of the Committee for more than two one-year terms." Currently, Anne Jones and Joseph Jimenez are Co-Chairs for 2012-13. Joseph Jimenez has served one term as Co-Chair and, therefore, is eligible to serve another term. Anne Jones has served two years as Co-Chair. Two years ago, the COA voted to waive Section 202 of the COA Procedures Manual and re-elect Nancy Watkins as Co-Chair for 2011-12, which allowed her to serve as Co-Chair for three years. The COA may waive provisions in its Procedures Manual by a majority vote.

Committee member Gary Kinsey served two terms as Co-Chair in his first term on the COA as did Anne Jones. Both were reappointed to the Committee on Accreditation by the Commission. Section 202 of the Procedures Manual does not specify whether the two one-year term limit is for one's entire service on the Committee or for each term. This may be a clarification the COA may wish to make in its Procedures Manual for the future.

No other Committee member has previously served as Co-Chair of the Committee to date. If a member plans to make a nomination, the consent of the individual nominated must be obtained.

Next Steps

The COA should nominate individuals to serve as Co-Chairs. It should determine whether it would like to vote on the Co-Chairs as this meeting (June) or whether it prefers to wait until the August 2013 meeting.