

Nominations and Election of Co-Chairs for 2013-2014

August 2013

Overview of this Report

This item calls for the Committee on Accreditation to nominate and 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 were opened at the June COA meeting and are continuing until closed by the Administrator of Accreditation or the Director of the Professional Services Division. At the June meeting, Reyes Quezada accepted the nomination to serve as the Co-Chair representing post-secondary education. Kenneth Lopour was nominated as the K-12 representative Co-Chair but has not accepted the nomination as he was not at the June meeting of the COA.

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 defines 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, the committee opted to waive the Committee on Accreditation's *Procedure Manual* and to hold the election at this (August) meeting of the COA. . If a member plans to make a nomination, the consent of the individual nominated must be obtained.

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 the members in attendance when there is a quorum present. A quorum is defined as seven or more members of the Committee.

Term Limits

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.”

Anne Jones and Joseph Jimenez served as Co-Chairs for 2012-13. Joseph Jimenez resigned from the Committee, effective June 27, 2012. 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. No other Committee member has previously served as Co-Chair of the Committee to date.

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.