Committee on Accreditation
Minutes
April 24-25, 2014
Commission on Teacher Credentialing
Sacramento, California

Committee Members Present
Joyce Abrams (4/25 only)
Deborah Erickson
Anne Jones
Gary Kinsey
Kiran Kumar
Kenneth Lopour
Anna Moore
Reyes Quezada
Iris Riggs
Jose Rivas
Nancy Watkins
Pia Wong (4/24 only)

Staff Members Present
Cheryl Hickey, Administrator
Katie Croy, Consultant
Geri Mohler, Consultant
Lynette Roby, Consultant
Gay Roby, Consultant
Catherine Kearney, Consultant
Teri Ackerman, Analyst/Recorder
Karen Sacramento, Consultant (4/24 only)
Bob Loux, Consultant
Paula Jacobs, Consultant
Mary Sandy, Commission Director (4/24)
Marilynn Fairgood, Consultant (4/25 only)

Members Absent
None

Others Present (4/24)
Adora Fisher (conference call)
James Webb (conference call)
Michael Vierra (conference call)
Loy Dakwa
Sue Hendricks
Debbi Parker
David Simmons (conference call)
William Spalding
Lynette Campbell
Martina Guerra
Brian Simmons
Mark O’Shea
Irene Nares-Guzicki
Mark Cary
Paul Beare
Jim Marshall
LaRie Colosimo
Caroline Satoda (conference call)

Others Present (4/24)
Corinne Muelrath (conference call)
Deborah Lowe  DeLacy Ganley
Angela Jeantet  Scott Thomas
Virginia Panish  Michelle Schwartz
Mel Hunt  Bonnie Scharfman
Kafi Payne (skype)  Bob Freely (skype)
Lisa Davis  Darby Williams
Aracely Zambrano  Judy Roberts
Chetia Thomas  Jan Perkins (skype)
Jacqueline Hike (google hangout)  Kristen Stout (skype)
George West (google hangout)  Jo Birdsell
Chris Hooper (conference call)  Judy Mantle
Sean McCarthy (google hangout)  Debra Bean
Sue Hall  Mark Goor (conference call)
Jodie Schwartzfarb  Donna Elder
Others Present (4/25)
Audrey Wiens (conference call)
Robin Bates (conference call)
Lori Walker
Melissa Hall (conference call)
Stella Padron Duarte (conference call)
Margaret Williams (skype)
Cara Mendoza
Lisa Danielson
Elizabeth Kean
Patricia Irvine
Cindy Grutzik
Keith Walters

**Item 1 - CALL TO ORDER**
The April 24, 2014 meeting of the Committee on Accreditation was called to order by Co-Chair Kenneth Lopour at 8:30 a.m.

**Item 2 - APPROVAL OF THE AGENDA**
Anne Jones moved approval of the April 2014 agenda. Deborah Erickson seconded the motion. The motion passed without dissent.

**Item 3 - APPROVAL OF THE FEBRUARY 2014 MINUTES**
Deborah Erickson moved approval of the February 2014 minutes. Jose Rivas seconded the motion. The motion passed without dissent.
Item 4 - CO-CHAIR AND MEMBER REPORTS

- Jose Rivas announced that in February he was chosen as a finalist for the Shell Science Teacher Award.
- Anne Jones announced that the Career Tech Coordinator at UC Riverside has been named as ACSA Professor of the Year.
- Kiran Kumar announced that a candidate sponsored by her school district won the regional spelling bee and will be heading to Washington D.C. for the Scripps National Spelling Bee.

Item 5 - STAFF REPORTS

- Administrator Cheryl Hickey announced that three new members have been chosen to the Committee on Accreditation. They are Margo Pensavalle, from USC; Yvonne White from San Leandro High School and Kelly Skon from Laguna Beach Unified School District. They will begin their duties on July 1, 2014. The alternate higher education member is Bob Freely, from Chapman University and the alternate K-12 member is Amber Gascoigne from St. Helena Unified School District.
- Ms. Hickey also reported that Commissioner Juliet Tiffany-Morales is unable to serve as Commission Liaison to the COA. A new liaison is to be appointed by the Commission Chair.
- On May 8 an open Public Forum on Accountability and Streamlining will be held at the Commission.
- On May 30 there will be a meeting focusing on NCATE/CAEP institutions and accreditation. The meeting will focus on the institutions that are currently accredited by CAEP (formerly NCATE and TEAC), or are candidates for accreditation by CAEP, and the development of the CAEP Protocol which will govern all joint CAEP/CTC Accreditation activities beginning in 2015. For those unable to attend the meeting at the Commission, Loyola Marymount University (LMU) will host a videoconference hub where representatives from institutions may participate in the meeting.
- Administrator Cheryl Hickey gave thanks to member Pia Wong for arranging the Program Assessment reading held at Sacramento State University on April 21-22.
- Consultant Gay Roby announced that there is an updated online page - “Administrator Preparation” with updated standards, timelines, templates and other information regarding the revised Administrative Services Credential.

Item 6 - PROGRAM APPROVAL RECOMMENDATIONS

This item was introduced by Co-Chair Kenneth Lopour.

A. Programs for Approval by the Committee on Accreditation

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

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

California State University, Fresno
Clovis Unified School District
Newark Unified School District
School for Integrated Academics & Technologies (SIA Tech)
Fresno Pacific University
Santa Clara County Office of Education

Program of Professional Preparation for the Preliminary Education Specialist: Moderate/Severe Intern Credential

Santa Clara County Office of Education

Program(s) of Professional Preparation for the Preliminary Education Specialist: Early Childhood Special Education Intern Credential

Santa Clara County Office of Education

Education Specialist - Added Authorization: Emotional Disturbance

Fresno Pacific University

Program(s) of Professional Preparation for the General Education (Multiple and Single Subject) Induction Program

Concordia University

Program(s) of Professional Preparation for the Administrative Services Clear Guidelines-Based Credential

Kern County Superintendent of Schools

B. Notification about the Transition of Professional Preparation Programs

Items listed were for notification purposes only. No action was taken.

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

Items listed were for notification purposes only. No action was taken.

Humboldt State University


California State University, Bakersfield

Preliminary Administrative Services Credential Program, effective August 18, 2014.
Clear Administrative Services Standards Based Credential Program, effective August 18, 2014.

California State University, Monterey Bay

Preliminary General Education Multiple Subject Intern Program, effective March 10, 2014.

Orange County Department of Education

Education Specialist Mild/Moderate District Intern Program, effective July 30, 2014.
Education Specialist Moderate/Severe District Intern Program, effective July 30, 2014.
Pepperdine University
Preliminary General Education Multiple Subject Intern Program: effective July 19, 2014.

King-Chavez Academy of Excellence
General Education (Multiple and Single Subject) Induction Program, effective April 24, 2014.

San Jose State University
Preliminary Education Specialist: Deaf and Hard of Hearing Credential Program, effective May 15, 2013.

El Dorado County Office of Education

Brandman University
Pupil Personnel Services: School Counseling Program, effective September 1, 2014.

D. Professional Preparation Programs Requesting Reactivation
It was moved, seconded (Wong/Kinsey) and carried to grant reactivation to the following program of professional preparation:

Lodi Unified School District:
General Education (Multiple and Single Subject) Induction Program.

E. Recommendation about the Withdrawal of Professional Preparation Programs
It was moved, seconded (Erickson/Kumar) and carried (Jones and Rivas recused) to grant withdrawal of the following programs of professional preparation:

California Polytechnic State University, San Luis Obispo
Pupil Personnel Services: School Counseling Program, effective February 12, 2014.

Humboldt State University
Preliminary General Education Multiple Subject Intern Program, effective April 14, 2014.

Loyola Marymount University

University of California, Riverside

Reading Language Arts Specialist Credential Program, effective July 1, 2014.
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Designated Subjects Special Subjects (Drivers Education and Driver Training) effective July 1, 2014.

**Item 7 – REPORT OF THE ACCREDITATION SITE VISIT TO WILLIAM S. HART UNION HIGH SCHOOL DISTRICT**

This action item was presented by Administrator Cheryl Hickey who was substituting for the absent State Consultant, Paula Motley. Joining the meeting via conference call were institutional representatives, James Webb, Program Leader, and Dr. Michael Vierra, Assistant Superintendent, Human Resources. Also joining in by conference call was Team Lead, Adora Fisher, who presented the team report. After discussion, it was moved, seconded (Erickson/Watkins) and carried to accept the accreditation site visit team recommendation of *Accreditation*.

**Item 8 – REPORT OF THE ACCREDITATION SITE VISIT TO ANTELOPE VALLEY UNIFIED SCHOOL DISTRICT**

Director Teri Clark introduced the BTSA Regional Director, Sue Hendricks who joined her at the table. Joining the meeting via electronic media were the institutional representative, Loy Dakwa, Coordinator of Induction and Professional Development, and Team Lead Debbi Parker, who presented the accreditation team report. After discussion, it was moved, seconded (Erickson/Moore) and carried to accept the accreditation team recommendation of *Accreditation*.

**Item 9 – UPDATE ON THE COMMISSION’S BUDGET AND PROGRAM REVIEW FEES**

Director Teri Clark presented this information item regarding the possibility of charging fees for accreditation activities. Comments from the COA members will be used to inform future work in the development of possible options to be presented to the Commission.

**Item 10 – REPORT OF THE ACCREDITATION SITE VISIT TO WASHINGTON UNIFIED SCHOOL DISTRICT**

Commission Consultant Karen Sacramento introduced institutional representatives William Spalding, Superintendent of Educational Services; Lynette Campbell, Director of Curriculum, Instruction and Professional Learning; and Martina Guerra, Teacher on Special Assignment, who joined her at the table. Joining the meeting via conference call was Team Lead, David Simmons, who presented the accreditation team report. After discussion, it was moved, seconded (Jones/Erickson) and carried to accept the accreditation team recommendation of *Accreditation* with the additional requirement that the institution report on the accreditation team’s concerns regarding institution and education unit vision and Early Completion Option in the next Biennial Report to the Commission.

**Item 11 – REPORT OF THE ACCREDITATION SITE VISIT TO CALIFORNIA STATE UNIVERSITY, MONTEREY BAY**

Administrator Cheryl Hickey introduced institutional representatives Dr. Brian Simmons, Dean, College of Professional Studies; Dr. Mark O’Shea, Program Coordinator, Single Subject Program; and Dr. Irene Nares-Guzicki, Chair, School of Education. Joining them at the table was
Team Lead, Mark Cary, who presented the accreditation site visit team report. After discussion, it was moved, seconded (Jones/Erickson) and carried (Moore recused) to accept the accreditation team’s recommendation of **Accreditation with Major Stipulations** with the additional requirement that the institution be required to undergo a revisit within one year of the date of the COA action.

The stipulations are as follows:

1) The institution must provide a clear description and supporting documentation to address all Program Standards for the Education Specialist and Added Authorization in Special Education credential program found to be not met. For each standard, this information must include:
   - A succinct description of how candidates demonstrate competency in standard requirements.
   - The scoring rubric(s) and/or other measures used to determine candidate competency as well as evidence showing how the indicators directly relate to each of the required candidate competencies.

2) No new programs will be approved by the COA until the stipulation above is fully addressed.

3) Within one year, the institution will undergo an accreditation revisit.

**Item 12 – REPORT OF THE ACCREDITATION SITE VISIT TO CALIFORNIA STATE UNIVERSITY, FRESNO**
Commission Consultant Katie Croy introduced institutional representatives, Dr. Paul Beare, Dean of Education and Jim Marshall, Associate Dean. Joining them at the table was Mark Cary, Team Lead, who presented the accreditation team report. After discussion, it was moved, seconded (Wong/Riggs) and carried (Kinsey recused) to accept the accreditation team’s recommendation of **Accreditation**.

**Item 13 – REPORT OF THE ACCREDITATION SITE VISIT TO SAN FRANCISCO UNIFIED SCHOOL DISTRICT**
State Consultant LaRie Colosimo introduced institutional representative, Caroline Satoda, Supervisor, Professional Learning and Leadership Development, Curriculum and Instruction Department, joining in via conference call. Also joining by conference call was Team Lead Corinne Muelrath, who presented the accreditation team report. After discussion, it was moved, seconded (Jones/Kinsey) and carried (Lopour recused) to accept the accreditation team’s recommendation of **Accreditation**.

**Item 14 – REPORT OF THE ACCREDITATION SITE VISIT TO THE UNIVERSITY OF CALIFORNIA, IRVINE**
Commission Consultant Gay Roby introduced institutional representatives Deborah Lowe Vandell, Professor and Founding Dean, School of Education; Angela Jeantet, Director, Education and Business, UC Irvine Extension; and Virginia Panish, Director of Teacher
Education, who joined her at the table. Also at the table was Team Lead Mel Hunt, who presented the accreditation team report. After discussion, it was moved/seconded (Erickson/Wong) and carried (Jones and Lopour recused) to accept the accreditation team’s recommendation of Accreditation with the requirement that the University submit a 7th Year Report chronicling changes made to address the findings made by the accreditation team related to: 1) the inability of the unit to access and aggregate candidate competence data in the programs conducted by UNEX and 2) the challenge of the university faculty serving concurrently as a faculty instructor and a mentor, resulting in very little time to complete the mentoring requirements for the programs.

**Item 15 – REPORT OF THE ACCREDITATION SITE VISIT TO COMPTON UNIFIED SCHOOL DISTRICT**

Director Teri Clark, standing in for State Consultant Barb Libolt, introduced institutional representatives Lisa Davis, Administrator of Elementary Curriculum and Instruction; Aracely Zambrano, BTSA Specialist; and Chetia Thomas, BTSA Clerk, who joined her at the table. Team Lead Kafi Payne, who joined the meeting via electronic media, presented the accreditation team report. After discussion, it was moved, seconded (Jones/Erickson) and carried (Lopour recused) to accept the team’s recommendation of Accreditation, with the addition that the COA receive a 7th Year report, due by June 30, 2015, addressing the use of assessment and unit evaluation data for data-driven decision making.

**Item 16 – REPORT OF THE ACCREDITATION SITE VISIT TO HOPE INTERNATIONAL UNIVERSITY**

Commission Consultant Paula Jacobs introduced institutional representatives Jacqueline Hike, Chair of the Graduate Education Department and Dr. George West, Dean of the College of Education, who joined the meeting via technology. Joining in by conference call was Team Lead Chris Hopper, who presented the accreditation team report. After discussion, it was moved, seconded (Moore/Kumar) and carried to accept the accreditation team recommendation of Accreditation.

**Item 17 – REPORT OF THE ACCREDITATION SITE VISIT TO MURRIETA VALLEY UNIFIED SCHOOL DISTRICT**

Commission Consultant Gay Roby introduced institutional representatives Sean McCarthy, Instruction Support Coordinator and Induction Program Director and Sue Hall, Induction Program Coordinator, who joined the meeting via technology. Also joining via technology was Team Lead Jodie Schwartzfarb, who presented the team report. After discussion, it was moved, seconded (Jones/Erickson) and carried to accept the accreditation team’s recommendation of Accreditation.

**Item 18 – REVISIONS TO THE NASP/CTC CROSSWALK**

This action item was presented by Consultant Katie Croy who gave an overview of the updated CTC-School Psychology and National Association of School Psychologists (NASP) Standards Crosswalk. After discussion, it was moved, seconded (Riggs/Watkins) and carried to adopt the NASP/CTC crosswalk as presented.
**Item 19 – DISCUSSION OF CAEP PROTOCOL**
Director Teri Clark presented this information item for discussion of the issues identified related to the CAEP Agreement. Proposed modification will be made based on the discussion held by the COA and the item will be brought back to the COA for action.

**Item 20 – UPDATE ON EFFORTS TO STREAMLINE AND STRENGTHEN THE COMMISSION’S ACCOUNTABILITY SYSTEM**
Cheryl Hickey presented this action/information item which continued the discussion of efforts to streamline and strengthen the Commission’s accountability system, and presented some of the ideas gleaned from the April Commission meeting. Commission Executive Director, Mary Sandy joined in at the table, providing additional information. No action was taken. Discussion of plans furthering this work will continue at future meetings of the COA.

**Item 21 – DEBRIEF ACCREDITATION DECISIONS**
The COA discussed the ten accreditation decisions made at this meeting.

**RECESS**
The meeting was recessed by Co-Chair, Reyes Quezada at 4:45 p.m. on Thursday, April 24, 2014.

**RECONVENE**
The meeting was reconvened at 8:30 a.m. on Friday, April 25, 2014 by Co-Chair, Kenneth Lopour.

**Item 22 – REPORT OF THE ACCREDITATION SITE VISIT TO IMPERIAL COUNTY OFFICE OF EDUCATION**
State Consultant Audrey Weins, appearing via conference call, introduced institutional representative Robin Bates, Induction Coordinator, who also joined the meeting by conference call. At the table was Team Lead Lori Walker who presented the accreditation team report. After discussion, it was moved, seconded (Watkins/Jones) and carried (Quezada recused) to accept the team recommendation of *Accreditation*.

**Item 23 – REPORT OF THE ACCREDITATION SITE VISIT TO SELMA UNIFIED SCHOOL DISTRICT**
Commission Consultant Bob Loux introduced institutional representative Stella Padron Duarte, Staff Development Coordinator, who joined the meeting via conference call. Joining the meeting by conference call was Team Lead Melissa Hall, who presented the accreditation team report. After discussion, it was moved, seconded (Kinsey/Riggs) and carried to accept the accreditation team’s recommendation of *Accreditation*.

**Item 24 – REPORT OF THE ACCREDITATION SITE VISIT TO PALO ALTO UNIFIED SCHOOL DISTRICT**
State Consultant Lisa Danielson introduced institutional representative Margaret Williams, Induction Coordinator, who joined the meeting through electronic media. Joining Ms. Danielson at the table was Team Lead Cara Mendoza, who presented the accreditation team report. After
discussion, it was moved, seconded (Erickson/Riggs) and carried to accept the accreditation team recommendation of Accreditation.

**Item 25 – REPORT OF THE ACCREDITATION SITE VISIT TO SAN FRANCISCO STATE UNIVERSITY**
Commission Consultant Marilynn Fairgood introduced institutional representatives Elizabeth Kean, Interim Dean, Graduate College of Education and Patricia Irvine, Associate Dean. Joining them at the table was Team Lead Cindy Grutzik, who presented the accreditation team report. After discussion, it was moved, seconded (Jones/Kinsey) and carried (Lopour recused) to accept the team recommendation of Accreditation, with the addition that a Seventh Year report be submitted to the COA including the requirement that advisement for current students and future students’ eligibility be addressed in the report.

**Item 26 – REPORT OF THE ACCREDITATION SITE VISIT TO HEBREW UNION COLLEGE**
Commission Consultant Gay Roby introduced institutional representatives Michelle Schwartz, Credential Coordinator and Dr. Bonnie Scharfman, Program Coordinator, who joined her at the table. Joining the meeting through electronic media was Team Lead Bob Frelly, who presented the accreditation team report. After discussion it was moved, seconded (Watkins/Riggs) to grant the status of Accreditation with Major Stipulations.
The accreditation team stipulations are as follows:

1) The institution must submit documentation that shows that the institution is in compliance with the following Preconditions:
   - Precondition 8 which reads, "All faculty and instructional personnel who regularly teach one or more courses in an educator preparation program leading to a credential, shall actively participate in the public school system at least once every three academic years, appropriate to their credential area."
   - Precondition 6 (now #10 in the 2014 Preconditions document) which reads, "The approved preliminary teacher preparation program sponsor determines that each candidate meets the subject matter requirement prior to student teaching."

2) Hebrew Union College will submit a report to the Commission by June 1, 2014 that provides the following information:
   - A list of all currently enrolled candidates with information on whether they have satisfied the subject matter requirement and where they are with respect to the fieldwork component of the program (for example, observation, early field experience, student teaching).
   - A list of admitted candidates (those that will begin in the summer of 2014 and beyond) and whether they have satisfied subject matter competence requirement.
   - Evidence that all current and incoming admitted candidates have been informed of the subject matter competency requirement. (A copy of the letter and student advising materials would be appropriate.)
   - Evidence that all candidates who have not satisfied the subject matter requirement and who had been in student teaching in the public schools have been removed from their student teaching assignment until such time that they have satisfied the subject matter requirement.
3) The institution is to provide an update on documentation of the processes, procedures and protocols related to both programs that have been established and will be monitored and maintained in the future.

4) The institution is to develop and implement a unit-wide assessment system and apply that system across unit programs. The system is to include data collection related to unit outcomes, as well as use of that data for unit improvement.

5) The institution is to provide documentation that candidates:
   1) Complete observations in hard-to-staff and/or low performing schools
   2) Complete a full-day teaching assignment of at least two weeks, commensurate with the authorization of the recommended credential

The Committee on Accreditation will review the information provided to in the institution’s June 2014 report related to subject matter competence and reserves the option to require a revisit to Hebrew Union College.

**Item 27 – REPORT OF THE ACCREDITATION SITE VISIT TO CLAREMONT GRADUATE UNIVERSITY**

Commission Consultant Marilyn Fairgood introduced institutional representatives DeLacy Ganley, Director of Teacher Education and Scott Thomas, Dean of the School of Educational Studies. Joining them at the table was Team Lead Keith Walters, who presented the accreditation team report. After discussion, it was moved, seconded (Jones/ Kumar) and carried to accept the accreditation team’s recommendation of **Accreditation with Stipulations** and accept the four stipulations included in the team report.

The stipulations are as follows:
1) The institution must provide evidence that a system has been implemented to monitor the credential recommendation process.

2) The institution must create and implement a unit assessment and evaluation system that is articulated with the different program assessment processes to inform unit evaluation and improvement efforts.

3) The institution must establish collaborative partnerships with intern and induction program stakeholders and ensure that the stakeholders are actively involved in the organization, coordination, and governance of the general education and education specialist intern programs; the general education (MS and SS) induction program; and clear education specialist induction program.

4) The university must develop and implement a uniform system that allows for training, orienting and evaluating district employed supervisors in the intern program.
Item 28 – REPORT OF THE ACCREDITATION SITE VISIT TO SEQUOIA UNION HIGH SCHOOL DISTRICT

State Consultant Judy Roberts introduced institutional representatives Kristin Stout, Director of Professional Development and Curriculum and Jana Perkins, Accreditation Lead and Advisor (Support), who joined the meeting via electronic media. Joining Ms. Roberts at the table was Team Lead Darby Williams, who presented the accreditation team report. After discussion, it was moved, seconded (Jones/Watkins) and carried to accept the accreditation team’s recommendation of Accreditation.

Item 29 – REPORT OF THE ACCREDITATION SITE VISIT TO NATIONAL UNIVERSITY

Director Teri Clark introduced institutional representatives Judy Mantle, Associate Dean of the School of Education; Debra Bean, Provost; Donna Elder, Chair, Department of Teacher Education and Don Chu, Dean, School of Education, who joined her at the table. Also representing the institution were Denise Hexom, Chair of Special Education and Jo Birdsell, Professor, School of Education. Team Lead Mark Goor, who joined the meeting via conference call, presented the accreditation team report. After discussion, it was moved, seconded (Jones/Moore) and carried (Adams and Quezada recused) to accept the accreditation team’s recommendation of Accreditation with Stipulations with the added stipulation that during the revisit to the institution, interviews are to ensure adequate representation across all stakeholder groups.

The stipulations are as follows:

1) That the institution provide evidence that, based on clear criteria, it carefully selects, trains and monitors the mentors who provide support to candidates in the Clear Credential program. In addition, the individuals who provide support need to be assessed and provided feedback on their work with the candidate, and only those who meet the program’s established criteria are retained as mentors.

2) That the institution provides evidence that systems are in place that ensure that all candidates in clinical practice have the range of placements and experiences that meet the Commission’s requirements.

3) That the institution provides evidence that the leadership in the School of Education has developed sufficiently robust oversight and monitoring processes and that the operational processes are faithfully implemented.

4) That within one year of the date of this action the institution is required to host a revisit and during that revisit provide evidence that all of the stipulations have been addressed. During the visit, the institution must ensure that sufficient numbers of stakeholders are represented in the interviews to allow the team a high degree of confidence in standard findings.
Item 30 - CONTINUED DISCUSSION ON EFFORTS TO STREAMLINE AND STRENGTHEN THE COMMISSION’S ACCOUNTABILITY SYSTEM.
The COA members agreed that further discussion of this item (addressed as item 20 on April 24) was not warranted at this time.

Item 31 – DEBRIEF ACCREDITATION DECISIONS
The COA discussed the accreditation decisions made at this meeting.

Item 32 PUBLIC COMMENT
There were no members of the public present.

Item 26 – ADJOURNMENT
The meeting was adjourned by Co-Chair Reyes Quezada at 1:46 p.m. on Friday, April 25, 2014. The next meeting of the COA is scheduled for June 26-27, 2014.