

# COMMITTEE ON ACCREDITATION MINUTES

**June 26-27, 2014**

**Commission on Teacher Credentialing  
Sacramento, California**

## **Committee Members Present**

Joyce Abrams  
Deborah Erickson  
Anne Jones  
Gary Kinsey  
Kiran Kumar  
Kenneth Lopour  
Anna Moore (6/27 only)  
Reyes Quezada  
Iris Riggs

## **Members Absent**

Jose Rivas  
Nancy Watkins  
Pia Wong

## **Staff Members Present**

Cheryl Hickey, Administrator  
Teri Clark, Director  
Geri Mohler, Consultant  
Lynette Roby, Consultant  
Gay Roby, Consultant  
Catherine Kearney, Consultant  
Teri Ackerman, Analyst/Recorder  
Karen Sacramento, Consultant  
Bob Loux, Consultant  
Paula Jacobs, Consultant  
Beth Graybill (6/26 only)

## **Others Present (6/26)**

Lisa Tiwater  
Angie Lind (electronically)  
Jill Morton (electronically)  
Karen Costa-Smith  
Audrey Wiens (conference call)  
Aleta Powers (conference call)  
Sarah Breed (conference call)  
Stanley Richards (conference call)  
Sharon Rissell (conference call)  
Alan Daly  
Cheryl Forbes  
Vicki Ballard  
Barbara Howard  
Sally Plaskett (conference call)  
Linda Margulies (conference call)  
Malaika Bryant  
Marilyn Hurst  
Walker Williams (electronically)  
Pat Maracich (electronically)  
John Bowes (electronically)  
Lydia Cano (electronically)

**Others Present (6/26)**

Starla Wierman  
Judy Roberts  
Eileen Horowitz (electronically)  
Michelle Schwartz (electronically)  
Bonnie Scharfman (electronically)

**Others Present (6/27)**

Steve Tietjen  
Pat Atkins  
Barbara Severns  
Tom Lee

**Others Present (6/27)**

Kelly Dunkley  
Cancy McArn  
Karen Harvey (conference call)  
Caryl Hodges  
Dave Jelinek  
Paul Heckman  
Jill Hamilton-Bunch (electronically)  
Cartha Tenille  
Linda Caviness  
Ginger Ketting-Weller

**Item 1 - CALL TO ORDER**

The June 26, 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**

Deborah Erickson moved approval of the June 2014 agenda. Anne Jones seconded the motion. The motion passed without dissent.

**Item 3 - APPROVAL OF THE APRIL 2014 MINUTES**

Kiran Kumar moved approval of the April 2014 minutes as amended. Anne Jones seconded the motion. The motion passed without dissent.

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

- Anne Jones gave thanks to Gary Kinsey for hosting the retreat for the California Council of Teacher Educators at CSU Channel Islands.
- Gary Kinsey announced that the National Council of Professors of Education will be meeting the first week of August at CSU Channel Islands.
- Kenneth Lopour announced that he has taken a new position as Assistant Principal at Los Alamitos High School.

## **Item 5 - STAFF REPORTS**

- Deputy Director, Beth Graybill presented framed certificates of appreciation to departing members Joyce Abrams, Kiran Kumar and Iris Riggs, thanking them for their service to the Commission. Administrator Cheryl Hickey stated that it had been an honor to work with all three members.
- Ms. Hickey reported that there is a possibility that the August meeting of the Commission may be moved from its current date and that the COA meeting could be impacted, depending upon the date chosen for the Commission meeting.
- Director Teri Clark and Administrator Cheryl Hickey both represented the Commission at national meetings this spring. Ms. Clark attended the NASDTEC (National Association of State Directors of Teacher Education and Certification) meeting in Kansas City, while Ms. Hickey attended the Council for the Accreditation of Educator Preparation (CAEP) meeting which was also in Kansas City.
- Ms. Hickey announced that stakeholder meetings were held in May:
  - The Teaching Performance Assessment (TPA) stakeholder meeting revolved around what the next generation of the TPA should look like. Member Deborah Erickson attended the meeting and told the COA that good suggestions were made with reference to the ability to move forward with TPA revisions.
  - The CAEP Stakeholder meeting consisted of all of the CAEP institutions, and was held at two sites – the Commission and Loyola Marymount University. CAEP protocol was the main topic.
  - The Accreditation Streamlining stakeholder meeting was successful, resulting in many positive suggestions for where the accreditation system may need to go in the future.
- Ms. Hickey announced that she has asked staff to examine issues related to when program sponsor structure and partnerships change (for example, partnerships dissolve or institutions are bought out by other institutions). She asked staff to bring back an item to a future meeting to discuss processes and possible language for inclusion in the *Accreditation Handbook*.
- Director Teri Clark announced that there are two openings for the position of Consultant in the Professional Services division and urged COA members to let their colleagues, and any other interested parties, know that applications are being accepted.

## **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 (Erickson/Quezada) and carried to grant initial accreditation to the following programs of professional preparation:

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

*El Rancho Unified School District*  
*Fontana Unified School District*  
*Kings County Office of Education*  
*Sonoma State University*

Program of Professional Preparation for Education Specialist – Added Authorization  
*Fresno Pacific University – Adapted Physical Education*

Program(s) of Professional Preparation for the Preliminary Education Specialist: Language and Academic Development  
*National University*

Program(s) of Professional Preparation for the Preliminary General Education (Multiple and Single Subject) Intern Program  
*University of Southern California*

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

There were no items.

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

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

***Alliant International University***

*Preliminary Single Subject Credential: Health Program, effective June 1, 2014.*

***California Lutheran University***

*Education Specialist – Added Authorization: Autism Spectrum Disorder Program, effective June 4, 2014.*

*General Education (Multiple Subject/Single Subject) Clear Credential Program, effective December 31, 2014.*

***California State University, Long Beach***

*Specialist Credential: Reading Language Arts program, effective June 26, 2014.*

***Touro University***

*Education Specialist - Added Authorization: Autism Spectrum Disorder Program, effective June 1, 2014.*

***Ventura County Office of Education***

*Education Specialist - Added Authorization: Early Childhood Special Education, effective June 30, 2014.*

**D. Professional Preparation Programs Requesting Reactivation**

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

***Dos Palos Oro Loma Joint Unified School District***

*General Education (Multiple Subject/Single Subject) Induction Program.*

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

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

***California Lutheran University***

*Education Specialist: Resource Specialist Program, effective June 4, 2014.*

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

***California State University, Fullerton***

*Preliminary Single Subject Credential Program: Health, effective June 16, 2014.*

It was moved, seconded (Kinsey/Riggs) and carried to grant withdrawal of the following programs of professional preparation:

***Brandman University***

*General Education (Multiple Subject/Single Subject) Clear Credential Program: effective August 1, 2014.*

***California Baptist University***

*General Education (Multiple Subject/Single Subject) Clear Credential Program: effective June 23, 2014.*

***California State University, Northridge***

*School Nurse Services Credential Program, effective May 1, 2014.*

*Education Specialist – Added Authorization: Adapted Physical Education: effective February 16, 2015.*

***ICEF Public Schools (Los Angeles Unified School District)***

*General Education (Multiple Subject/Single Subject) Induction Program: effective November 30, 2014.*

***San Diego State University***

*Education Specialist - Added Authorization: Emotional Disturbance: effective, June 1, 2014.*

***San Diego Christian College***

*General Education (Multiple Subject/Single Subject) Clear Program, effective June 24, 2014.*

**Item 7 – UPDATE ON THE COMMISSION’S BUDGET AND PROGRAM REVIEW FEES**

Director Teri Clark provided an update on the Commission’s budget and the proposal to charge institutions program review fees. At the next COA meeting, Commission staff will provide any additional updates on this topic.

**Item 8 – REPORT OF THE ACCREDITATION SITE VISIT TO EL DORADO COUNTY OFFICE OF EDUCATION**

Commission Consultant Gay Roby introduced Team Lead, Lisa Tiwater, who presented the accreditation team report. Appearing by Skype were institutional representatives, Angie Lind, Senior Director of Curriculum and Instruction, and Jill Morton, Program Coordinator. After discussion, it was moved, seconded (Jones/Abrams) and carried to accept the accreditation team recommendation of *Accreditation*.

**Item 9 – REPORT OF THE ACCREDITATION SITE VISIT TO SANGER UNIFIED SCHOOL DISTRICT**

Commission Consultant Bob Loux introduced institutional representative Karen Costa-Smith, who joined him at the table. Efforts to contact the Team Lead were unsuccessful, so Mr. Loux presented the team accreditation report to the COA. After discussion, it was moved, seconded (Kinsey/Riggs) and carried to accept the accreditation team recommendation of *Accreditation*.

**Item 10 – REPORT OF THE ACCREDITATION SITE VISIT TO ENVISION SCHOOLS**

State Consultant Audrey Wiens joined the meeting by conference call. Joining in by conference call were Team Lead Aleeta Powers and institutional representatives Sarah Breed, Vice President of Teaching and Learning, and Stanley Richards, Induction Director. After discussion, it was moved and seconded (Jones/Kinsey) (Lopour recused) to accept the accreditation team’s recommendation of *Accreditation with Probationary Stipulations*, with the additional stipulation that quarterly reports be brought to the COA as action items at future meetings. The motion was defeated by a vote of five to two. It was then moved, seconded (Erickson/Riggs) and carried (Lopour recused) by a vote of six to one to grant Envisions Schools *Denial of Accreditation*.

**Item 11 – REPORT OF THE ACCREDITATION SITE VISIT TO UNIVERSITY OF CALIFORNIA, SAN DIEGO**

Commission Consultant Paula Jacobs introduced Team Lead, Sharon Russell who joined the meeting by conference call and presented the team site visit report. Joining Ms. Jacobs at the table were institutional representatives Dr. Alan Daly, Chair of the Education Studies Department, and Dr. Cheryl Forbes, Director of Teacher Education. After discussion, it was moved, seconded (Lopour/Jones) and carried to change the accreditation team’s recommendation of *Accreditation with Stipulations* to *Accreditation* with the additional requirement that it submit a 7<sup>th</sup> Year Report, providing documentation that following program changes have been implemented:

- 1) The course of study for the Deaf and Hard of Hearing program is to include coursework and fieldwork in audiology, listening and spoken language to provide services to California students who are deaf and hard of hearing, including the increasing numbers of students

who use today's hearing technologies and those students who learn spoken language(s) through listening.

- 2) The course of study for the Deaf and Hard of Hearing program is to include coursework and fieldwork to provide candidates *“opportunities to demonstrate the ability to participate effectively as a team member and/or case manager for the IFSP/IEP/transition planning process, from pre-referral interventions and requisite assessment processes, through planning specially-designed instruction to support access to the core curriculum, developing appropriate IFSP/IEP/transition planning goals based on standards and following all legal requirements of the IFSP/IEP/transition planning process.”*
- 3) The Course of Study for the Deaf and Hard of Hearing program is to include coursework and fieldwork to prepare candidates to *“demonstrate knowledge, skills, and attitudes necessary for collaborating effectively on a multi-disciplinary educational team to provide assessments, planning, and implementation strategies for an appropriate intervention and education program for children birth to age 5 who are deaf or hard-of-hearing, including those who are deaf-blind and/or those with additional disabilities, and their families, with particular focus on the development of language, cognitive, and social skills.”*

#### **Item 12 – REPORT OF THE ACCREDITATION SITE VISIT TO NEW HAVEN UNIFIED SCHOOL DISTRICT**

Commission Consultant Catherine Kearney introduced Team Lead Barbara Howard, appearing by conference call. Also joining by conference call was institutional representative Vicki Ballard, who presented the accreditation team report. After discussion, it was moved, seconded (Kinsey/Abrams) and carried to accept the accreditation team's recommendation of *Accreditation*.

#### **Item 13 – REPORT OF THE ACCREDITATION SITE VISIT TO KERN COUNTY OFFICE OF EDUCATION**

Commission Consultant Lynette Roby introduced Team Lead Linda Margulies, who joined the meeting by conference call and presented the team findings. Also joining by conference call was institutional representative, Sally Plaskett, Induction Program Coordinator. At the table representing the institution were Malaika Bryant, Program Specialist and Marilyn Hurst, Program Specialist. After discussion, it was moved, seconded (Jones/Kinsey) and carried (Erickson recused) to accept the accreditation team's recommendation of *Accreditation*.

#### **Item 14 – REPORT OF THE ACCREDITATION SITE VISIT TO PALOS VERDES PENINSULA UNIFIED SCHOOL DISTRICT**

State Consultant Judy Roberts introduced Team Lead Starla Wierman, who presented the report. Joining the meeting via Skype were institutional representatives Walker Williams, Superintendent; Pat Maracich, Program Coordinator; John Bowes, Assistant Superintendent, Human Resources; and Lydia Cano, Chief Business Officer. After discussion, it was moved/seconded (Jones/Erickson) and carried to accept the accreditation team's

recommendation of *Accreditation* with the requirement that within one year the institution submit a 7<sup>th</sup> Year Report that provides an update on the development and implementation of a plan to address the resource allocation issues identified in the accreditation team report.

**Item 15 – REPORT OF ACTIONS TAKEN BY HEBREW UNION COLLEGE TO ADDRESS STIPULATIONS**

Commission Consultant Gay Roby presented an update on the first quarterly report required to be submitted by Hebrew Union College as required by *Major Stipulations* placed upon it by the COA at its April 2014 meeting. Institutional representatives Eileen Horowitz, DeLeT Education Director; Michelle Schwartz, Multiple Subject Preliminary Program Coordinator; and Bonnie Scharfman, DeLeT Induction Program Coordinator all attended the meeting via Skype.

After discussion, it was moved, seconded (Lopour/Erickson) and carried with a friendly amendment (Jones) to accept the institution's report with the amendment that each quarterly report by the institution be presented to the COA as an action item. In addition, quarterly reports by the institution must include information on where the candidates are doing their student teaching. A second friendly amendment (Jones) was added requesting that the institution's next quarterly report include information on placement and participation of candidates in public school settings (such as types of experience and duration in the public schools). No change was made to the status of *Accreditation with Major Stipulations*.

**Item 16 – DISCUSSION OF CAEP PROTOCOL**

Director Teri Clark presented this information item of the CAEP (Council for the Accreditation of Educator Preparation) Agreement for discussion by the COA. Staff will bring this item back to the COA at its August meeting.

**Item 17 – DISCUSSION OF UNIT ACREDITATION AND PROGRAM APPROVAL**

This information item was presented by Director Teri Clark and Administrator Cheryl Hickey. Information was provided to the COA on the Commission's unit accreditation system as it relates to program approval and the concerns which have been expressed that the current accreditation system with its focus on unit accreditation may not adequately review or place sanctions on individual programs and may not have the ability to close a specific program at an institution. After discussion, it was agreed that this item will be brought back to the COA at a later date.

**Item 18 – UPDATE ON EFFORTS TO STREAMLINE AND STRENGTHEN THE COMMISSION'S ACCOUNTABILITY SYSTEM**

This information item was presented by Director Teri Clark and Administrator Cheryl Hickey. An update was provided based on discussion at the June 2014 Commission meeting regarding the draft of the conceptual framework and plan for strengthening and streamlining the accountability system for educator preparation.

**Item 19 – DEBRIEF OF ACCREDITATION DECISIONS**

Members discussed accreditation decisions made during the day.

**RECESS**

The meeting was recessed by Co-Chair, Reyes Quezada at 4:55 p.m. on Thursday, June 26, 2014.

### **RECONVENE**

The meeting was reconvened at 8:30 a.m. on Friday, June 27, 2014 by Co-Chair, Kenneth Lopour.

### **Item 20 – REPORT OF THE ACCREDITATION SITE VISIT TO SACRAMENTO CITY UNIFIED SCHOOL DISTRICT**

Commission Consultant Karen Sacramento introduced Team Lead Karen Harvey who joined the meeting by conference call and who presented the accreditation team report. Joining Ms. Sacramento at the table were institutional representatives Kelly Dunkley, Program Director and Cancy McArn, Assistant Superintendent of Human Resources. After discussion, it was moved, seconded (Erickson/Jones) and carried to accept the team recommendation of *Accreditation* and to require that Sacramento City USD provide an update that addresses the concerns of Program Standard 2 raised by the accreditation site visit team in its next regularly scheduled Biennial Report.

### **Item 21 – REPORT OF THE ACCREDITATION SITE VISIT TO UNIVERSITY OF CALIFORNIA, DAVIS**

Commission Consultant Geri Mohler was joined at the table by Team Lead Dr. Caryl Hodges, who presented the report. Also at the table were institutional representatives Dr. Paul Heckman, Associate Dean of Education and Dr. Dave Jelinek, Associate Director of Teacher Education. After discussion, it was moved, seconded (Kinsey/Erickson) and carried to accept the team recommendation of *Accreditation* and to require UC Davis to provide documentation in its next Biennial Report that its Unit and Program Assessment system is being implemented and used to evaluate and improve all programs and unit processes.

### **Item 22 – REPORT OF THE ACCREDITATION SITE VISIT TO LA SIERRA UNIVERSITY**

Commission Consultant Geri Mohler introduced Team Lead Dr. Jill Hamilton-Bunch, who joined the meeting electronically. Joining Dr. Mohler at the table were institutional representatives Dr. Cartha Tenille, Dr. Linda Caviness, and Dean of Education, Dr. Ginger Ketting-Weller. After discussion, it was moved, seconded (Moore/Erickson) and carried to grant La Sierra University *Accreditation with Stipulations*. The stipulations are as follows:

- 1) That within one year of the COA action, La Sierra University will submit evidence that the Single Subject credential program provides substantive instruction and supervised practice that effectively prepares each candidate for a single subject credential to plan and deliver content specific instruction. That within six months. La Sierra University will submit an update on the progress being made by the University to provide substantive instruction and supervised practice that effectively prepares each candidate for a single subject credential to plan and deliver content specific instruction. This update will be placed on the agenda for the Committee on Accreditation as an action item, allowing COA the flexibility to determine whether to remove this particular stipulation at that time.

- 2) That within one year of the COA action, La Sierra University will provide evidence that a unit-wide assessment system has been developed and effectively implemented. The system should include data collection related to unit goals and systematic use of that data for evaluation of candidate performance and unit operations.
- 3) That within one year of the COA action, La Sierra University will provide evidence that it has developed a credential recommendation process that ensures that all candidates recommended for a credential have met all requirements and that there is a formal system for monitoring the credential recommendation process.

**Item 23 – REPORT OF THE ACCREDITATION SITE VISIT TO LOS BANOS UNIFIED SCHOOL DISTRICT**

Commission Consultant Gay Roby introduced institutional representatives Dr. Steve Tietjen, Superintendent; Pat Atkins, Induction Director; and Dr. Barbara Severns, Induction Program Coordinator, who joined her at the table. Unable to reach Team Lead Monika Hazel through electronic means, Ms. Roby presented the team report. After discussion, it was moved, seconded (Kinsey/Riggs) and carried to grant Los Banos USD *Accreditation with Stipulations*. The stipulations are as follows:

- 1) The institution is to develop and implement a unit-wide assessment system. The system is to include data collection related to unit and program outcomes, and the data is to be used for unit and program improvement.
- 2) The institution is to develop and implement both a selection process and retention process for support providers using well-defined criteria consistent with their assigned responsibilities in the program and addressing the requirements found in Common Standard 4.
- 3) The institution is to develop and implement a professional development system that meets the individual needs of the program's candidates and employs professional development providers who are selected and prepared consistent with the providers' assigned responsibilities in the program.
- 4) Los Banos Unified School District is to develop and implement a system to ensure that all candidates have assignments that include settings where they can demonstrate the skills and knowledge required in the areas of diversity, English language learners and students with special needs.
- 5) Further, Los Banos USD is to submit a report to the Committee on Accreditation within six months of this action addressing progress taken toward meeting stipulations 2, 3, and 4.

**Item 24 – CONTINUED DISCUSSION OF EFFORTS TO STREAMLINE AND STRENGTHEN THE COMMISSION'S ACCOUNTABILITY SYSTEM**

This information item continued the discussion begun the previous day. Administrator Cheryl Hickey and Consultants Catherine Kearney and Bob Loux provided a draft Biennial Report template designed to streamline the reporting process and to clarify the information the Commission is requesting. Director Teri Clark provided an update on surveys. Several members of the COA expressed strong support for the proposed biennial report template. It was agreed

that the template would be refined and be provided to COA members in approximately a week for possible use by their institutions. Continuing information regarding procedural changes will be brought back to the COA.

**Item 25 – RECOMMENDATION TO REMOVE STIPULATIONS FOR PACIFIC UNION COLLEGE**

Commission Consultant Geri Mohler was joined at the table by institutional representative, Tom Lee, Education Department Chair. Dr. Mohler presented the changes made to meet the stipulations imposed on the institution earlier. It was moved, seconded (Erickson/Kinsey) and carried to change the status of Pacific Union College from *Accreditation with Stipulations to Accreditation*.

**Item 26 – NOMINATIONS AND ELECTIONS OF COA OFFICERS**

Administrator Cheryl Hickey called for nominations for COA Co-Chairs for the upcoming 2014-2015 accreditation year. It was moved, seconded (Kinsey/Moore) and carried to nominate and re-elect Reyes Quezada as (Higher Education) Co-Chair. It was moved, seconded (Jones/Erickson) and carried to nominate and re-elect Kenneth Lopour as (K-12) Co-Chair. Both terms will begin at the August 2014 meeting of the COA.

**Item 27 PUBLIC COMMENT**

There were no members of the public present.

**Item 28 – DEBRIEF ACCREDITATION DECISIONS**

The COA discussed the accreditation decisions made at this meeting.

**Item 29 – ADJOURNMENT**

The meeting was adjourned by Co-Chair Kenneth Lopour at 12:03 p.m. on Friday, June 27, 2014. The next meeting of the COA is scheduled for August 7-8, 2014.