

COMMITTEE ON ACCREDITATION MINUTES

October 1, 2015

Commission on Teacher Credentialing

Committee Members Present

Jomeline Balatayo
Suzanne Borgese
Deborah Erickson
Gary Kinsey
Anna Moore
Margo Pensavalle
Reyes Quezada
Kelly Skon
Yvonne White
Pia Wong

Absent Members

Bob Frelly
Jose Rivas

Staff Members Present

Teri Clark, Director
Cheryl Hickey, Administrator
Catherine Kearney, Consultant
Katie Croy, Consultant
Gay Roby, Consultant
Lynette Roby, Consultant
William Hatrick, Consultant
Karen Sacramento, Consultant
Bob Loux, Consultant
Paula Jacobs, Consultant
Erin Sullivan, Consultant
Teri Ackerman, Analyst
Miranda Gutierrez, Analyst
Roz Meyers, PSD Staff

Others Present

Haydee Rodriguez, Commission Liaison
Janie Griswold, High Tech High School
Julie Holmes, High Tech High School

Item 1 - CALL TO ORDER

The October meeting of the Committee on Accreditation was called to order by Co-Chair Anna Moore at 8:35 a.m. on October 1, 2015.

Item 2 - APPROVAL OF THE AGENDA

Deborah Erickson moved approval of the October 2015 agenda. Margo Pensavalle seconded the motion. The motion passed without dissent.

Item 3 - APPROVAL OF THE AUGUST 2015 MINUTES

Margo Pensavalle moved approval of the August 2015 minutes as presented. Deborah Erickson seconded the motion. The motion passed without dissent.

Item 4 - CO-CHAIR AND MEMBER REPORTS

- Deborah Erickson announced that the Association of Independent California Colleges and Universities (AICCU) Deans of Schools of Education will be meeting with the CSU Deans of Education for the first time at the upcoming CTE conference.
- Kelly Skon announced that she will be defending her doctoral dissertation next week.
- Yvonne White updated the COA on the progress of completing her doctoral dissertation.
- Reyes Quezada announced upcoming speakers who will be presenting at the University of San Diego in the upcoming weeks.

Item 5 - STAFF REPORTS

- Administrator Cheryl Hickey announced that staff is currently recruiting for a consultant position. She also announced the Amy Reising has joined the Commission staff as Deputy Director of Development of Teaching and Administrator Performance Assessments.
- Consultant Gay Roby gave a brief update on the progress being made to implement the new administrative services credential program standards. Six “think tanks” have been held throughout the state and a new website should be available to the public soon. Information will be presented at the California Association of Professors of Educational Administration (CAPEA) conference on October 9-10, 2015.
- Administrator Hickey noted that there have been numerous questions regarding the 120 days required of administrative services candidates to enroll in a program. This will be addressed at the December 2015 Commission meeting.
- Director Teri Clark announced that a Leadership Team has been assembled to address the Special Education Task Force report entitled, *One System for All*. The Leadership Team met in June and developed several potential credential models that could be used to implement the recommendations in the report. These models were discussed at statewide stakeholder meetings in the fall/winter 2015. The Leadership Team will meet again in November to review the feedback to determine what should move forward to the Commission. Consultant William Hatrick added that responses at the site meetings generally supported the concept that all teachers should have common preparation as well the need to improve the current system.
- Administrator Cheryl Hickey announced that application materials for the selection of new COA members for the 2016-17 year will be posted at the end of October.
- Administrator Hickey announced that CAEP and CTC have reached agreement on almost all aspects of a new agreement. One issue continues to be discussed.
- Director Teri Clark announced that staff has recently received training in Tableau, a program that which will be used in the development of data dashboards.
- Consultant Catherine Kearney provided a brief update on the travel claims process. She introduced PSD Staff member Roz Meyers, who gave a short overview of what COA members should include when applying for travel reimbursement.

Item 6 - PROGRAM APPROVAL RECOMMENDATIONS

This item was introduced by Co-Chair, Anna Moore.

A. Programs for Approval by the Committee on Accreditation

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

Program of Professional Preparation for Early Childhood Special Education (Added Authorization)

Dominican University of California

Programs of Professional Preparation for the Administrative Services Clear Induction Credential

William S. Hart Union High School District
California State University, Los Angeles

B. Notification about the Transition of Professional Preparation Programs

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

Preliminary Administrative Services Program

Santa Clara County Office of Education
Humboldt State University

Clear Administrative Services Induction Program (from the Clear Guidelines Based Program)

Santa Clara County Office of Education

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

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

California State University, Sacramento

Reading Certificate Program, effective December 31, 2015.

Reading and Language Arts Specialist Credential Program, effective December 31, 2015.

California Lutheran University

Reading and Literacy Added Authorization, effective October 5, 2015.

D. Professional Preparation Programs Requesting Reactivation

There were no programs requesting reactivation.

E. Recommendation about the Withdrawal of Professional Preparation Programs

It was moved, seconded (Pensavalle/White) and carried to grant withdrawal of the following programs:

University of California, Riverside

Pupil Personnel Services, Child Welfare and Attendance, effective October 3, 2015.
Designated Subject Credential: Adult Education, effective December 15, 2015.

Azusa Pacific University

Resource Specialist Program, effective May 1, 2016.

Patten University

Single Subject Credential Program: Mathematics

Single Subject Credential Program: Science

Single Subject Credential Program: Music

Single Subject Credential Program: Health

F. Automatic Withdrawal for Programs of Professional Preparation

There were no items listed.

Item 7 – NOTIFICATION TO COA OF LATE DOCUMENTS

Consultant Catherine Kearney presented this information item regarding institutions that have not complied with the timelines of the accreditation cycle. The table of late submissions of the Biennial Report will be updated to include the Orange cohort and will be presented at the January meeting of the COA.

Item 8 – UPDATE ON THE CLOSURE OF PROGRAMS AT METROPOLITAN EDUCATION DISTRICT

Director Teri Clark and Consultant Lynette Roby presented this information item updating steps taken by Metropolitan Education District in addressing the requirements noted in the Denial of Accreditation letter sent to the institution on June 29, 2015.

Item 9 – DISCUSSION OF THE FIRST QUARTERLY REPORT FROM TRACY UNIFIED SCHOOL DISTRICT

Consultant Karen Sacramento presented the quarterly report submitted to the Commission on September 12, 2015 which addressed steps taken by the district to address stipulations imposed by the COA at the June 2015 meeting.

Item 10 – DISCUSSION OF FIRST QUARTERLY REPORT FROM PASADENA UNIFIED SCHOOL DISTRICT

Consultant Catherine Kearney updated the COA regarding the quarterly report requested by them in June to address stipulations imposed on the district as a result of the spring 2015 accreditation site visit. Because of change in district personnel, the quarterly report was delayed until October 9, 2015. The report will be presented at the January meeting of the COA.

Item 11 – DISCUSSION OF THE FIRST QUARTERLY REPORT FROM FIELDING GRADUATE UNIVERSITY

Consultant Gay Roby presented this information/action item. Yvonne White recused herself from the discussion. Staff will continue to work with the institution to provide technical assistance and review of the remainder of quarterly reports submitted to the Commission. No action was taken.

Item 12 – DISCUSSION OF THE 7TH YEAR REPORT FROM SAN FRANCISCO STATE UNIVERSITY

Consultant Lynette Roby presented this information item which addressed San Francisco State University's response to the COA request for specific information related to the Adapted Physical Education Added Authorization program offered by the institution.

Item 13 – DISCUSSION OF THE 2016 SPRING SCHEDULE

Administrator Cheryl Hickey presented this information item which gave a brief overview of the number of accreditation site visit reports to be reviewed by the COA at its spring meetings.

Item 14 – REVIEW AND APPROVAL OF THE 2014-15 ANNUAL ACCREDITATION REPORT

Administrator Cheryl Hickey presented this action item. It was moved, seconded (Erickson/Quezada) and carried to accept the report with the edits made by the COA.

Item 15 – DISCUSSION OF TRANSITION PLAN FOR NEW ACCREDITATION SYSTEMS

Administrator Cheryl Hickey and Consultant Catherine Kearney facilitated discussion of the implementation process that will be used in transitioning all 253 Commission approved institutions to the new accreditation system by 2017-18.

Item 16 – DISCUSSION OF REVISED PROGRAM DOCUMENT REVIEW PROCESS

Administrator Cheryl Hickey and Consultant Catherine Kearney presented this information item for discussion and input in developing processes and procedures which will implement the new approach to the submission and review of documentation and which will ensure alignment with credential program standards as adopted by the Commission in August 2015.

Item 17 – REVIEW AND APPROVAL OF REVISED COMMON STANDARDS GLOSSARY

This item was presented by Consultant Bob Loux and Analyst Miranda Gutierrez. It was moved, seconded (Borgese/Quezada) and carried to accept the glossary as edited. This item will be brought back to the COA for additional review at its January meeting.

Item 18 – REVIEW OF PROPOSED INITIAL APPROVAL PROCESS

Administrator Cheryl Hickey and Consultant Lynette Roby presented this information item which was focused on three proposed sequential requirements which, if approved by the Commission, will be used in the Initial Institutional Approval process by all institutions seeking eligibility to offer new educator preparation programs.

Item 19 – DISCUSSION OF PROPOSED FRAMEWORK CHANGES

Administrator Cheryl Hickey and Consultants Catherine Kearney and Lynette Roby presented this information item which began discussion of changes that will need to take place with

respect to the *Accreditation Framework* to reflect changes as a result of streamlining and strengthening the accreditation process.

Item 20 – DISCUSSION OF POSSIBLE STANDARDS REPORT CHANGE

This item was presented by Consultants Bob Loux and Catherine Kearney, opening discussion regarding the streamlining of the Accreditation Site Visit Report by replacing the Common Standards narrative section with a template for easy viewing. The COA agreed that the template could be used at the accreditation visits scheduled for fall 2015 as a pilot method with results to be presented at the January meeting of the COA.

Item 21 – DISCUSSION OF PROPOSED SUBSTANTIVE CHANGE PROCESS

Administrator Cheryl Hickey presented this information item about a substantive change approval requirement within the newly strengthened and streamlined accreditation system. The item will be brought back to the COA in January for additional discussion.

Item 22 – UPDATE ON THE REPORT FOR HIGH TECH HIGH

Consultant Katie Croy presented the report pertaining to the stipulations placed on High Tech High at the May 2015 COA meeting. Dr. Croy was joined at the table by institutional representatives, Janie Griswold, Chief Academic Officer and Julie Holmes, Program Manager and Credential Analyst who answered questions. The final report for High Tech High will be presented at the June 2016 meeting of the COA.

Item 23 – PUBLIC COMMENT

There were no members of the public present.

Item 24 – ADJOURNMENT

The meeting was adjourned by Co-Chair Pia Wong at 3:05 p.m. on October 1, 2015. The next meeting of the COA is scheduled for January 28, 2016.