

# **Nomination/Election of Co-Chairs for 2005-2006**

## **Professional Services Division**

**August 10, 2005**

### **Overview of this Report**

This action item calls for the Committee on Accreditation to nominate and, possibly, to elect two Co-Chairs, one from K-12 education and one from post-secondary education, to serve for the 2005-2006 meeting year. These Co-Chairs, if elected now, will formally take office at this meeting and serve through the June 2005 meeting. This election shall take place in accordance with the adopted procedures of the Committee on Accreditation.

### **Staff Recommendation**

Staff recommends that the Committee conduct its nomination and election in accordance with its adopted procedures. The COA may conduct the election at this meeting, or make nominations at this meeting and elect Co-chairs at the October meeting. In either case, the newly elected Co-chairs will assume office at the time of their election.

### **Background to this Report**

The Committee on Accreditation has developed a Procedures Manual to govern its activities. The Manual was last revised in June 2000. Chapter Two deals with the Organization of the Committee. It lists the officers (two Co-Chairs – one representing K-12 public education and one representing post-secondary education) and 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 opened at the first meeting after the beginning of the new fiscal year and remain open until the election is conducted. The election of the Co-chairs is then normally scheduled as the first item of business during the afternoon session of the first meeting or the first item of business at the second COA meeting, according to the pleasure of the COA. The election is scheduled for the morning this year in order to take care of all action items early in the meeting to allow for the joint meeting with the Accreditation Study Work Group. However, if the Committee desires, action may be postponed until the afternoon. If a member plans to make a nomination, the consent of the individual nominated must be obtained. The Administrator of Accreditation will conduct the election.

Outgoing Co-chair Dana Griggs has served for one term as Co-chair and according to adopted COA procedures is eligible to serve another term. Outgoing Co-chair Lynne Cook has served for one term as Co-chair and is also eligible to serve another term. Three members of the COA have served at least two years as chair and thus, according to the COA Procedures Manual, are ineligible to serve, unless the COA votes to amend

the procedures. Those members are Ed Kujawa, David Madrigal, and Sue Teele. All other members of the COA are eligible to serve.

Committee on Accreditation Procedure #104 states that “Procedures of the Committee may be enacted, amended, or repealed at any regular public meeting of the Committee by an affirmative vote of a majority of the members 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 members of the Committee.”