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# 3A

## Information

### *Professional Practices Committee*

#### Division of Professional Practices Workload Report

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**Executive Summary:** This agenda item provides a report on the Division of Professional Practices' current workload.

**Recommended Action:** For information only

**Presenter:** Vanessa Whitnell, Director, Division of Professional Practices

#### Strategic Plan Goal

##### *I. Educator Quality*

- d) Effectively, efficiently, and fairly monitor the fitness of all applicants and credential holders to work with California students.

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# Division of Professional Practices Workload Report

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## Introduction

To increase its oversight of the work of the Division of Professional Practices (DPP), in 2011 the Commission on Teacher Credentialing (Commission) directed staff to present information about DPP's workload as part of the Commission's agenda.

## Highlights from the September 2016 Statistics

The Commission's dashboard reports on six key measurements in line-graph form, showing both current year numbers as well as prior year numbers for comparison purposes.

The "Total Cases" are the number of open cases within DPP, including cases in the Intake Unit, before the Committee of Credentials (Committee), pending before the Commission, and pending an administrative hearing. At the end of September, the caseload was 2,859, up slightly from August and higher than the normal amount of total cases. This is due to the increased number of applications received and processed in Certification, which resulted in higher numbers received in DPP. Also, DPP cases close less often due to the fewer number of Commission meetings. This is still a manageable workload.

"Cases Opened" are new cases received during the month, from all sources, including criminal arrest notices, district reports, affidavits, and educators who self-report misconduct. In September, staff opened 464 cases, which is within the normal range of 400-500 cases per month.

As can be seen in the "Initial Review Cases" and the "Formal Review Cases," the Committee continues to effectively handle the large number of cases under consideration. The numbers in these two charts reflect the number of cases reviewed by the Committee at its three-day meeting in September. The two-step process (initial review and formal review) is required by statute.

"Cases Closed" is the number of matters closed during September by Commission action, Committee action or closed by staff where the Commission has given formal delegation of authority (i.e. single alcohol offenses that do not involve schools, minors, or publicity). In September, 314 cases were closed.

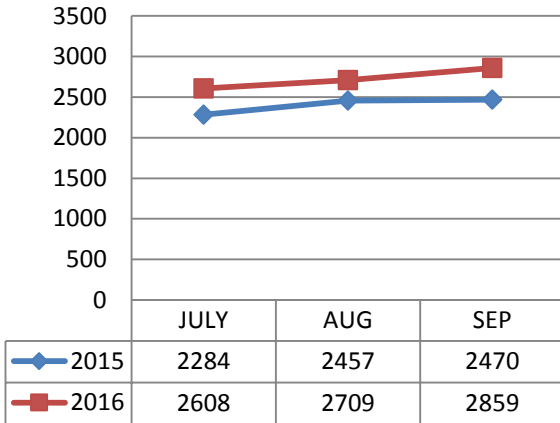
"AG Cases" refer to cases in which an educator requests an administrative hearing to challenge the recommendation for discipline made by the Committee. An administrative hearing is an evidentiary proceeding where an administrative law judge hears and rules on the evidence. The Commission is represented in these hearings by the Office of the Attorney General (AG). The number of cases where the AG is representing the Commission is shown in the last chart. The number of cases currently at the administrative hearing stage is 283. The budget for the current fiscal year significantly increased funds available to the Commission to pay for legal services at the AG's office. Staff continues to discuss current workload with the AG.

**Workload Conclusion**

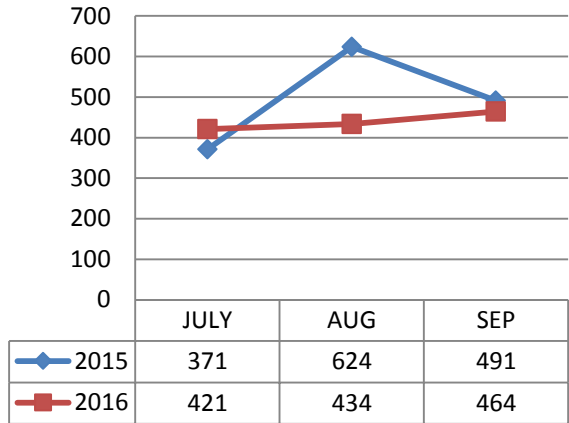
DPP is committed to work that is critical to public service and the Commission's mission. Case numbers as represented by the dashboards continue to be within normal range. DPP continues to maintain steady case production, while at the same time ensuring quality case preparation for the Committee.

# DPP Monthly Dashboard Report

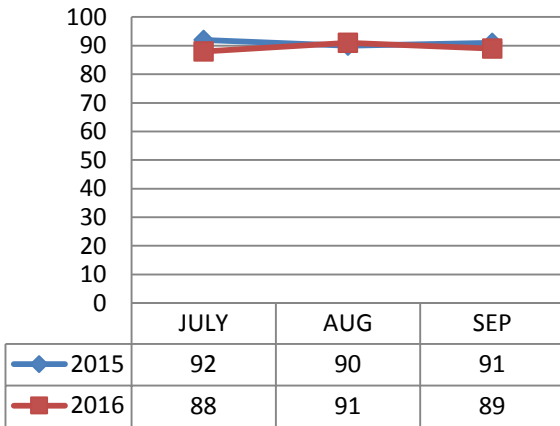
## Total Cases



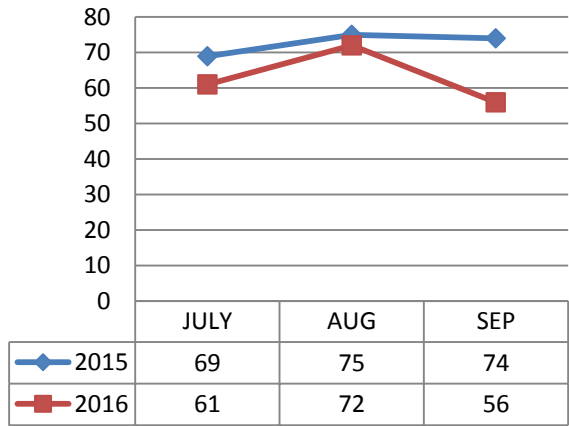
## Cases Opened



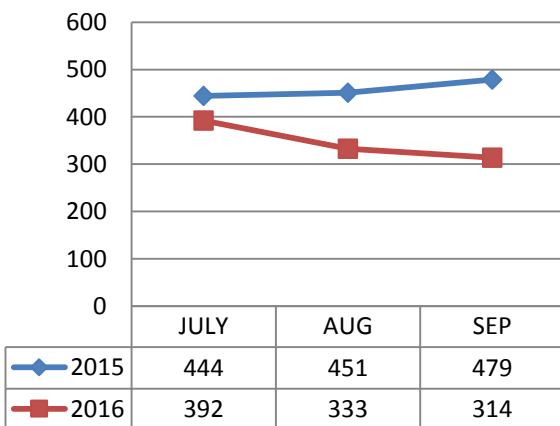
## Initial Review Cases



## Formal Review Cases



## Cases Closed



## AG Cases

