

# COMMITTEE ON ACCREDITATION MINUTES

February 1 -2, 2012

Commission on Teacher Credentialing  
Sacramento, California

## Committee Members Present

Joyce Abrams  
Emelina Emaas  
Anne Jones  
Gary Kinsey 2/1/12  
Kiran Kumar  
Kenneth Lopour  
Reyes Quezada  
Iris Riggs  
Nancy Watkins  
Pia Wong

## Absent Members

Deborah Erickson  
Joseph Jimenez  
Gary Kinsey 2/2/12

## Staff Members Present

Teri Clark, Division Director  
Cheryl Hickey, Administrator  
Katie Croy, Consultant  
Gay Roby, Consultant  
Teri Ackerman, Analyst/Recorder  
Marilynn Fairgood  
Paula Jacobs  
Larry Birch (ret.)  
Rebecca Parker  
Geri Mohler  
Helen Hawley (ret.)

## Others Present

Mel Hunt  
Keith Walters  
Phyllis Metcalf-Turner  
Gerald Brunetti  
Neva Hofemann  
Mark Cary  
George Reed (via teleconference)  
Paula Krist (via teleconference)  
Heather Lattimer (via teleconference)  
Kathleen Esty (via teleconference)  
Betsey Gibbs (via teleconference)  
Jo Birdsell  
Mary Falvey  
Diane Fazzi  
Athena Waite (via conference call)  
Tine Sloan  
Suzanne Rafael  
Vanessa Sheared  
Chris Hopper

### **Others Present**

Gary Gramenz (via teleconference)  
Mike Bossi  
Charles Hill  
Gary Hoban  
Bonnie Konopak  
Cindy Grutzik  
Karen O'Hara  
Anupama Joshi  
Ron Solorzano (via teleconference)  
Brian Farley (via teleconference)  
Adelina Alegria (via teleconference)

### **Item 1 - CALL TO ORDER**

The February 2012 meeting of the Committee on Accreditation was called to order by Co-Chair Anne Jones at 9:00 a.m. on Wednesday, February 1, 2012.

### **Item 2 - APPROVAL OF THE AGENDA**

Joyce Abrams moved approval of the February 2012 agenda. Gary Kinsey seconded the motion. The motion passed without dissent.

### **Item 3 - APPROVAL OF THE OCTOBER 2011 MINUTES**

Joyce Abrams moved approval of the October 2011 minutes as amended with Iris Riggs added as having been present at the meeting. Kiran Kumar seconded the motion. The motion passed without dissent.

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

- Anne Jones mentioned that the COA members were missing their colleague, Joseph Jimenez and wished him a speedy recovery.
- Kenneth Lopour announced his engagement. No wedding date had been set at the time of the meeting.
- Reyes Quesada announced that his book, *Internationalizing Teacher Preparation* has recently been published. A second manuscript has been sent to the publisher and will be coming out in May.
- Anne Jones is now administering education preparation programs for the UC Riverside Extension. She continues to serve as Director of Teacher Education for UC Riverside in addition to her new duties. She also added that UC Riverside is only one step away from being able to offer a minor in Education.

## **Item 5 - STAFF REPORTS**

Director, Teri Clark shared the following:

- Charles Gahagan has been elected Chair of the Commission. Linda Darling-Hammond is the new Vice Chair. Louise Stymeist, one of the new members of the Commission, will be serving as Commission Liaison to the COA beginning in March.
- Mary Sandy has provided Commission staff with a budget update. The Commission took action in November to raise credentialing fees in order to meet the shortfall the Commission has been working under. The Governor's Budget proposes to eliminate 19 positions from the Commission. It appears that no members of the staff will lose their jobs, but there may be difficulty in hiring replacement staff to cover the vacancies of those who have left the Commission.
- The March 8 meeting of the Commission will be dedicated to strategic planning. A new stakeholder survey will be going out to the field. The results of the survey will be used to form Commission direction.
- The Credential Web Interface Project (CWIP) is still undergoing testing.
- Stakeholder meetings were held in October and November to discuss the Commission discipline process. The meetings have generated possible policy changes in this area.

Administrator Cheryl Hickey provided the following:

- Applications for membership in the COA are available on the COA website.
- Bard College has gone before the Commission three times. To date, they have not received initial institutional approval. The institution will return to the Commission in March and will present what they have done to "make it right" with their students.
- Both Administrator Terry Janicki and Consultant Helen Hawley retired from the Commission in December. Dr. Janicki will continue to assist with site visits through the spring.

Consultant Gay Roby shared the following:

- The Commission is partnering with COA members Gary Kinsey and Deborah Erickson at the California Association of Professors of Educational Administration (CAPEA) conference to discuss Biennial Reports and use of candidate assessment data in administrative services programs.
- An administrative services stakeholder meeting will be held at the Commission on March 6.

Consultant Katie Croy gave an update of the most recent BIR training:

- The BIR training was moved from four to two days by use of on-line modules. Based on what was observed at the meeting and trainee feedback, the next training will be two and a half days. Modules will be made available on-line to benefit those who are facing upcoming accreditation visits.
- The first meeting of the Teacher Assessment Panel (TAP) will be held at the end of February. Interested parties are invited to email either Katie or Gay Roby with items they wish to be included.

**Item 6 - PROGRAM APPROVAL RECOMMENDATIONS**

This item was introduced by Co-Chair, Nancy Watkins.

**A. Programs for Approval by the Committee on Accreditation**

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

Program(s) of Professional Preparation for the Career and Technical Education Credential  
*Orange County Department of Education*

Program(s) of Professional Preparation for the Clear Education Specialist Induction Credential  
*Riverside Unified School District*  
*Saugus Union Elementary School District (Santa Clarita Valley BTSA Consortium)*  
*Claremont Graduate University*

Early Childhood Special Education Added Authorization  
*Stanislaus County Office of Education*

Education Specialist Added Authorization Programs:

Autism Spectrum Disorders  
*Cal Poly San Luis Obispo*

Program(s) of Professional Preparation for the Bilingual Authorization  
*UC San Diego – American Sign Language*  
*CSU San Bernardino – Spanish*

Program(s) of Professional Preparation for the General Education (M/S S/S) Induction Program  
*Claremont Graduate University*

The remaining items were introduced by Co-Chair, Anne Jones.

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

This information is provided to the Committee on Accreditation about programs which have transitioned to recently updated standards. No action was needed on this item.

Added Authorization: Orthopedically Impaired  
*CSU Los Angeles*

Added Authorization: Other Health Impairment  
*CSU Los Angeles*

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

This item provided information to the Committee on Accreditation about institutions which have requested their programs be moved to inactive status. No action was called for.

***San Diego Unified School District***

Special Education Mild/Moderate Disabilities District Internship, effective July 1, 2011.

***Contra Costa County Office of Education***

Designated Subjects Adult Education Credential Program, effective December 31, 2011.

***Sonoma State University***

Multiple Subject Intern Program, effective November 4, 2011.

***UCLA***

Professional Clear Administrative Credential (Tier II) Program, effective July 1, 2012.

***University of Redlands***

Multiple and Single Subject Clear Credential Program, effective February 1, 2012.

CTEL Certificate Program, effective February 1, 2012.

***Humboldt State University***

Reading Certificate Program, effective January 1, 2012.

***Oakland Unified School District***

Preliminary Education Specialist Intern Program: Mild/Moderate Disabilities, effective July 1, 2012.

Preliminary Education Specialist Intern Program: Moderate/Severe Disabilities, effective June 30, 2012.

**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 (Lopour/Abrams) and carried to grant withdrawal to the following program(s) of professional preparation:

***CSU Chico***

Other related Education Specialist Services:

Special Class Authorization: Speech Language Pathology, effective February 1, 2012.

***Sonoma State University***

Education Specialist: Resource Specialist Program, effective January 30, 2012.

**Item 7 – DISCUSSION ABOUT CANDIDATE ASSESSMENT DATA AND ITS USE IN ACCREDITATION**

This information item was presented by Director Teri Clark. Joining at the table was Commissioner Tine Sloan. Information about the kinds of data provided in biennial reports was discussed, with a focus on Multiple and Single Subject teacher preparation assessment data, and whether there should be increased focus on the candidate assessment information provided in the report. Staff will return with another agenda item reflecting the COA discussion for further consideration.

**Item 8 - UPDATE ON THE QUARTERLY REPORT FROM RIALTO UNIFIED SCHOOL DISTRICT**

Consultant Marilynn Fairgood presented this update on the quarterly progress report by Rialto Unified School District. The final progress report, although scheduled for March 21, 2011 will not be presented as such. RUSD is scheduled for a revisit on March 5-7. The results of the revisit will be presented at the April COA meeting.

**Item 9 – REPORT ON THE ACCREDITATION VISIT TO ST. MARY’S COLLEGE**

This action item was presented by Consultant Paula Jacobs. She was joined at the table by Consultant Marilynn Fairgood and Team Lead Keith Walters, who presented the report, and institutional representatives Phyllis Metcalf-Turner and Gerald Brunetti. After discussion, it was moved, seconded (Kinsey/Emaas) and carried to accept the accreditation team’s recommendation of *Accreditation*.

**Item 10 – RECOMENDATION TO REMOVE STIPULATIONS FOR NATIONAL HISPANIC UNIVERSITY**

Consultant, Marilynn Fairgood introduced Neva Hofemann, who represented the institution. After discussion, it was moved, seconded (Lopour/Riggs) and carried to change the accreditation status of National Hispanic University from *Accreditation with Stipulations to Accreditation*

**Item 11 – REPORT ON THE ACREDITATION VISIT TO THE UNIVERSITY OF SAN DIEGO**

Consultant Cheryl Hickey introduced Consultant Marilynn Fairgood and Team Lead Mark Cary who joined her at the table. Joining in via teleconference were George Reed, Paula Krist, Heather Lattimer, Kathleen Esty and Betsey Gibbs who represented the institution. After discussion, it was moved, seconded (Emaas/Kumar) and carried (Quezada recused) to accept the accreditation team’s recommendation of *Accreditation*.

**Item 12 – REPORT ON THE ACCREDITATION VISIT TO CSU LOS ANGELES**

Consultant Larry Birch introduced Consultant Katie Croy and Team Lead Jo Birdsell, who presented the team report. Katie Croy noted a correction to the report in that the reference to the institution having a Health Services: School Nurse program needed to be removed. Representing the institution at the table were Mary Falvey and Diane Fazzi. After discussion, it was moved, seconded (Kinsey/Quezada) and carried to accept the accreditation team’s recommendation of *Accreditation*

**Item 13 – REPORT ON THE ACCREDITATION VISIT TO UNIVERSITY OF CALIFORNIA, SANTA BARBARA**

Consultant Rebecca Parker introduced Team lead Athena Waite, who joined via telephone and Tine Sloan, who represented the institution. After discussion, it was moved, seconded (Wong/Emaas) and carried to accept the accreditation team’s recommendation of *Accreditation*.

**Item 14 – UPDATE ON THE QUARTERLY REPORT FROM KINGS COUNTY OFFICE OF EDUCATION**

Director Teri Clark presented this information item. The next quarterly report from the institution will be presented at the April meeting of the Committee on Accreditation. A site revisit will be held in May.

**Item 15 – DISCUSSION OF PROCESSES AND PROCEDURES REGARDING DENIAL OF ACCREDITATION**

Administrator Cheryl Hickey presented this item. After discussion, it was agreed that staff would bring this item back to the COA in March for further discussion related to the development of a definition for Denial of Accreditation and a description of associated procedures for eventual inclusion in the *Accreditation Handbook*.

**Item 16 – PROPOSED CHANGES TO THE ACCREDITATION HANDBOOK**

This item was presented by Gay Roby. It was moved, seconded (Jones/Riggs) and carried to accept all proposed changes through Chapter 6 and (in a friendly amendment) to accept all changes to Chapter 7 except bullet point 5, regarding Denial of Accreditation, and to table Chapters 8-13 until the COA has had the opportunity to review an action item regarding the policies of the denial of accreditation. It was moved, seconded (Wong/Watkins) and carried that staff be directed to start drafting language for Chapter 13 of the *Accreditation Handbook*.

**Item 17 – DISCUSSION OF PROGRAM ELEMENTS TO INCLUDE IN DESCRIPTIVE PARAGRAPHS FOR NEW PROGRAMS**

Administrator Cheryl Hickey presented this item for discussion of what types of information should be included in the program approval agenda item (generally COA Item 6) at each meeting. Staff will take COA direction and provide the list to institutions to guide their development of the descriptive paragraphs for inclusion in COA agendas.

**RECESS**

The meeting was recessed by Co-Chair, Anne Jones at 4:25 p.m. on Wednesday, February 1, 2012.

**RECONVENE**

The meeting was reconvened at 8:30 a.m. on Thursday, February 2, 2012 by Co-Chair, Nancy Watkins.

**Item 18 – REPORT ON THE ACCREDITATION VISIT TO CSU SACRAMENTO**

Consultants Helen Hawley and Geri Mohler introduced Team Lead Chris Hopper, who presented the team report, and the institution representatives, Vanessa Sheared and Karen Davis-O’Hara.

It was moved, seconded (Jones/Lopour) and carried (Wong recused) to accept the accreditation team's recommendation of *Accreditation with Stipulations*. The stipulations are as follows:

- That the California State University, Sacramento education unit provide evidence that leadership supports a clear research-based vision for all education preparation programs and fosters cohesive management, including clear communication and lines of authority and responsibility.
- That the education unit develop and implement a unit wide assessment system and apply that system across unit programs; the system should include data collection related to unit vision goals and systematic use of that data for evaluation of candidate performance and unit operations.
- That the education unit ensure that program advising tracks candidates' progress to ensure that subject matter competency and basic literacy are met prior to assuming whole class instructional responsibilities in student teaching.

#### **Item 19 – DISCUSSION OF PROCESS RELATED TO INTERNATIONAL STUDENT TEACHING EXPERIENCE**

This information item was presented by Consultant Katie Croy. Information on the issue of candidates completing field experience in locations other than California public schools was discussed. It was agreed this was a complex topic. The TAP Panel will discuss this topic further as will the COA at future meetings.

#### **Item 20 – RECOMMENDATION TO REMOVE STIPULATIONS – FRESNO PACIFIC UNIVERSITY**

Consultant Geri Mohler introduced Gary Gramenz, via teleconference, who represented the institution. After discussion, it was moved, seconded (Emaas/Riggs) and carried to change the accreditation status of Fresno Pacific University from *Accreditation with Stipulations to Accreditation*.

#### **Item 21 – REPORT ON THE ACCREDITATION VISIT TO THE ASSOCIATION OF CALIFORNIA SCHOOL ADMINISTRATORS (ACSA)**

Consultant Gay Roby introduced Team Lead Gary Hoban, who presented the team report, and institutional representative Mike Bossi of ACSA and Charles Hill of the New Teacher Center. After discussion, it was moved, seconded (Jones/Abrams) and carried to accept the accreditation team's recommendation of *Accreditation*.

#### **Item 22 – REPORT ON THE ACCREDITATION VISIT TO CSU DOMINGUEZ HILLS**

Director Teri Clark introduced Team Lead, Bonnie Konopak who presented the report. Joining them at the table were Cindy Grutzik and Anupama Joshi, representing the institution. It was moved, seconded (Jones/Riggs) and carried (Lopour recused) to accept the accreditation team's recommendation of *Accreditation with Stipulations*. Following is the stipulation:

- That the School of Education complete the development of and implement its unit-wide assessment system and apply that system across the unit's credential programs. The system needs to include data collection related to unit operations, as well as the use of that data for unit improvement.



**Item 23 – UPDATE ON THE QUARTERLY REPORT FROM OCCIDENTAL COLLEGE**

Consultant Gay Roby introduced institution representatives Ron Solorzano, Brian Farley, and Adelina Alegria, who joined via teleconference. It was moved, seconded (Wong/Jones) and carried to continue on the current course of quarterly reporting, with the next quarterly report to be presented at the April meeting of the COA.

**Item 24 – PROCEDURES RELATED TO THE REACTIVATION OF PROGRAMS**

This item was presented by Administrator Cheryl Hickey. Draft procedures for re-activation of an educator preparation program were reviewed and discussed. It was moved, seconded (Kumar/Emaas) and carried to adopt the procedures for reactivation and to include them in the *Accreditation Handbook*.

**Item 25 – DISCUSSION OF CONCEPT PAPER FOR A PROPOSED EXPERIMENTAL PROGRAM AT NATIONAL UNIVERSITY**

This information item was presented by Consultant Rebecca Parker. A concept paper for an experimental program being considered by National University was discussed. Staff will provide feedback based on the COA discussion to the institution.

**Item 26 – DISCUSSION OF EXPERIMENTAL PROGRAM STANDARDS**

This information item was presented by Consultant Rebecca Parker. General information was provided on the existence and objective of the Experimental Programs Standards and discussion was begun regarding the challenges of implementing those standards.

**Item 26 – PUBLIC COMMENT**

There were no members of the public present to comment.

**Item 27 – DEBRIEF OF ACCREDITATION DECISIONS**

The COA reviewed the decisions made over the course of the meeting.

**ADJOURNMENT**

The meeting was adjourned by Co-Chair Nancy Watkins at 12:28 p.m. on February 2. The next meeting of the COA will take place March 14-15, 2012.