

COMMITTEE ON ACCREDITATION MINUTES

June 27-28, 2012

Commission on Teacher Credentialing
Sacramento, California

Committee Members Present

Joyce Abrams
Deborah Erickson
Joseph Jimenez
Anne Jones
Gary Kinsey
Kiran Kumar
Kenneth Lopour
Reyes Quezada
Iris Riggs
Nancy Watkins

Absent Members

Emelina Emaas
Pia Wong

Staff Members Present

Teri Clark, Division Director
Cheryl Hickey, Administrator
Katie Croy, Consultant
Geri Mohler, Consultant
Gay Roby, Consultant
Teri Ackerman, Analyst/Recorder
Marilynn Fairgood, Consultant
Karen Sacramento, Consultant
Nadine Noelting, Consultant
Paula Jacobs, Consultant

Others Present 6/27

Larry Birch (also 6/28)
Caryl Hodges
Margaret Weber
Lory Selby
Aimee Dorr
Sheila Lane
Barbara Merino
Christine Hiltbrand
Cara Mendoza
Gay Lynn Smith
Patricia Wick
Cathy Payne (via phone)
Starla Wierman
J.L. Fortson
Antoinette Fournier
Kafi Payne
Barbara Howard

Others present 6/28

Marianne D'Emidio-Caston (via skype)
Lisa Danielson
Lori Rangel (via skype and phone)
Vicki Park (via skype)
Jill Hamilton-Bunch (via skype)
Page Tompkins
Victoria Folks
Ron Solorzano (via phone)
Melissa Meetze-Hall (via skype)
Tim Bowers
Carmen Barnhart (via phone)
Nikol Baker (via phone)
Jane Blomstrand
Debbie Sioui
Pam Tyson
Judy Roberts

Item 1 - CALL TO ORDER

The June 2012 meeting of the Committee on Accreditation was called to order by Co-Chair Anne Jones at 1:00 p.m. on Wednesday, June 27, 2012.

Item 2 - APPROVAL OF THE AGENDA

Joseph Jimenez moved approval of the June 2012 agenda. Joyce Adams seconded the motion. The motion passed without dissent.

Item 3 - APPROVAL OF THE MAY 2012 MINUTES

Joseph Jimenez moved approval of the May 2012 minutes. Kiran Kumar seconded the motion. The motion passed without dissent.

Item 4 - CO-CHAIR AND MEMBER REPORTS

Co-Chair Anne Jones announced that it was the last day in office for Paula Sutton, UC Riverside Director of Student Services and president of CCAC, who is retiring and will be moving out of state. The new Director of Student Services will be Rick Morrison, former Credential Analyst at Point Loma University.

Item 5 - STAFF REPORTS

- Director, Teri Clark announced that the CTC OnLine System is now live, allowing public access to credential information. Work is continuing to link institutions with the programs being offered at each approved institution. Currently, the Bilingual programs are being linked.
- The budget was discussed as it currently stands. There will be a one day furlough each month to be taken by staff. The Commission offices will remain open five days a week during the 2012-13 fiscal year. The Commission will be losing 13 positions instead of the 17 positions as previously thought.

Although the Commission was allowed to retain the authority for the four additional positions, it did not receive the funding.

Retired Annuitants and Student Assistants will be employed only in areas considered to be “mission critical”.

- Administrator Cheryl Hickey noted that at this meeting there are two new institutions with programs before COA for approval. The institutions are Antioch University and Teacher’s College of San Joaquin. Ms Hickey discussed the unique situation around each institution’s approval.
- Staff will be bringing to the COA in August a report on institutional approval procedures and policies.
- Letters have been sent out to all of the NCATE institutions which were scheduled for site visits, advising them of the one-year postponement of site visits. Staff is currently preparing to send letters to non NCATE institutions that had visits scheduled for 2013-14.
- Consultant Gay Roby gave an update on work taking place on the administrative credential including the CPACE exam additional pathway requirements and the fact that 28 AB 430 programs are applying for approval as guidelines-based programs. She reported that the California County Superintendents Educational Services Association (CCSESA) is assisting the commission and supporting this effort.
- Consultant Katie Croy announced that the Teacher Advisory Panel and the Educator Excellence Task Force work is continuing, even with the current budgetary constraints.

Item 6 - PROGRAM APPROVAL RECOMMENDATIONS

This item was introduced by Co-Chair, Anne Jones.

A. Programs for Approval by the Committee on Accreditation

It was moved, seconded (Lopour/Riggs) and carried (8 yes, 1 no, 1 abstention) to grant initial accreditation to the following programs of professional preparation:

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

Campbell Union School District

Hacienda La Puente Unified School District

Program(s) of Professional Preparation for Bilingual Authorization

UCLA (Spanish)

Program(s) of Professional Preparation for the Preliminary Administrative Services Credential Intern

Mills College

Program(s) of Professional Preparation for the Clear Administrative Services Credential (Guidelines Based)

Placer County Office of Education

REACH Institute for School Leadership

Santa Clara County Office of Education

San Mateo County Office of Education

Program(s) of Professional Preparation for the Designated Subjects: Adult Education Program
University of California, Berkeley

Program(s) of Professional Preparation for the Preliminary Multiple Subject Credential
Humphreys College

Program(s) of Professional Preparation for the Teacher Librarian Services Credential: Information and Digital Literacy Special Class Authorization
CSU Long Beach

**Staff noted that this program, while approved, cannot begin to recommend candidates for the SCA until the regulations have been approved. The letter to the institution will reflect this situation.*

Initial Institutional Approval – Program(s) of Professional Preparation
Antioch University

Preliminary Multiple Subject
Preliminary Multiple Subject Intern
General Education (Multiple/Single Subject Credential) Clear
Preliminary Education Specialist: Mild/Moderate
Preliminary Education Specialist: Mild/Moderate Intern

Initial Institutional Approval – Program(s) of Professional Preparation
Teachers College of San Joaquin

Preliminary Multiple Subject, with Intern
Preliminary Single Subject, with Intern
Career Technical Education (CTE 3 year) Program
Preliminary Education Specialist: Mild/Moderate
Preliminary Education Specialist: Moderate/Severe
Education Specialist Added Authorization: Autism Spectrum Disorders
Early Childhood Special Education Credential
Early Childhood special Education Added Authorization
Preliminary Administrative Services Credential
General Education (Multiple/Single Subject)
Clear Education Specialist Induction Program

It was moved, seconded (Watkins/Quezada) and carried (Lopour recused) to grant initial accreditation to the following program of professional preparation:

Program(s) of Professional Preparation for Bilingual Authorization
San Francisco State University (Spanish, Mandarin, Cantonese)

B. Notification about the Transition of Professional Preparation Programs

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

Added Authorization in Special Education: Early Childhood Special Education National University (effective September 30, 2012)

Added Authorization in Special Education: Speech-Language Pathology CSU East Bay (effective Fall 2010)

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

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

Keppel Union School District

Clear General Education (MS/SS) Induction Program, effective June 11, 2012.

D. Professional Preparation Programs Requesting Reactivation

It was moved, seconded (Abrams/Quezada) and carried (Erickson recused) that documentation from California Lutheran describing steps being taken to reactivate the program be provided to the COA. On June 28, documentation was provided. It was moved, seconded (Jimenez/Kinsey) and carried (Erickson recused) to grant initial accreditation to the following program of professional preparation:

California Lutheran University – Multiple and Single Subject Intern Program

It was moved, seconded (Jimenez/Quezada) and carried to grant initial accreditation to the following program of professional preparation:

University of Redlands – CTEL Program

E. Recommendation about the Withdrawal of Professional Preparation Programs

There were no program withdrawal requests.

Item 7 -- REPORT OF THE ACCREDITATION VISIT TO PEPPERDINE UNIVERSITY

Consultant Larry Birch introduced institutional representatives Margaret Weber and Lory Selby, who joined him at the table. Also present was Team Lead, Caryl Hodges who presented the report. After discussion, it was moved, seconded (Kinsey/Riggs) and carried that the COA accept the accreditation team recommendation of ***Accreditation with Stipulations***. The stipulations are as follows:

- That within a year of the site visit, Pepperdine University provide for the Committee on Accreditation a written response with evidence that addresses Common Standard 2 issues identified in the accreditation report and demonstrates that the unit assessment system is being fully implemented.
- That within a year of the site visit, Pepperdine University provide for the Committee on Accreditation a written response with evidence that addresses Multiple and Single Subject Program Standard 1 issues identified in this report and clearly describes the design of the revised program, the articulation of all pathways to the credential, and a status report on its implementation.

Item 8 – REPORT OF THE ACCREDITATION VISIT TO UNIVERSITY OF CALIFORNIA, LOS ANGELES

Consultant Paula Jacobs introduced institutional representatives Aimee Dorr and Sheila Lane. With them at the table were Consultant Nadine Noelting and Team Lead Barbara Merino, who presented the report. After discussion, it was moved, seconded (Kinsey/Riggs) and carried to accept the accreditation team's recommendation of *Accreditation with Stipulations* with two additional stipulations.

Following are the stipulations:

- That within one year of the COA action, UCLA provide evidence that it has fully implemented its new leadership structure so it ensures faculty involvement in the organization, coordination and governance of all preparation programs and that the infrastructure is in place to ensure that the institutional leadership can support and monitor all credential programs.
- That UCLA provide oversight of the General Education MS/SS Clear Credential program, the Induction Program and the Educational Specialist Clear Credential program in the form of leadership to ensure that all components of the program are implemented as specified in the CTC-approved program documents and in alignment with program standards.
- That a follow-up site visit to the University take place within one year of the COA action.
- That UCLA Extension (UNEX) not be permitted to propose new credential programs to the Commission until all stipulations have been removed by the COA.

Item 9 – REPORT OF THE ACCREDITATION SITE VISIT TO THE REDWOOD CITY SCHOOL DISTRICT

Consultant Karen Sacramento introduced institutional representative Christine Hiltbrand and Team Lead Cara Mendoza, who presented the report. After discussion was held, it was moved, seconded (Kinsey/Jimenez) and carried to accept the accreditation team's recommendation of *Accreditation*.

Item 10 – RECOMMENDATION TO REMOVE STIPULATIONS FOR UNIVERSITY OF PHOENIX

Consultant Katie Croy introduced institutional representatives Gay Lynn Smith and Patricia Wick, who joined her at the table. After discussion it was moved, seconded (Lopour/Quezada) and carried to change the status of the University of Phoenix from *Accreditation with Stipulations* to *Accreditation*.

Item 11 – REPORT OF THE ACCREDITATION SITE VISIT TO CULVER CITY USD

State Consultant Cathy Payne joined the meeting by conference call. She introduced J. L. Fortson and Antoinette Fournier, who were at the table representing the institution. Also at the table was Team Lead Starla Wierman, who presented the team report. After discussion, it was moved, seconded (Abrams/Riggs) and carried to accept the accreditation team's recommendation of *Accreditation*.

Item 12 – REPORT OF THE ACCREDITATION SITE VISIT TO OAKLAND UNIFIED SCHOOL DISTRICT

Consultant Gay Roby was joined at the table by Consultant Nadine Noelting, institutional representative Kafi Payne and Team Lead Barbara Howard who presented the report. After discussion, it was moved, seconded (Jimenez/Quezada) and carried to accept the accreditation team’s recommendation of *Accreditation*.

Item 13 – DISCUSSION OF ACCREDITATION ACTIVITIES FOR 2012-2013

Director Teri Clark and Administrator Cheryl Hickey presented this information item continuing discussion of the modifications to the Commission’s accreditation activities for 2012-2013, as the Commission is impacted by a severely reduced budget for the 2012-2013 fiscal year.

Item 14 – PROPOSED COA MEETING SCHEDULE FOR 2012-2013

Administrator Cheryl Hickey presented this item which contained proposed changes to the schedule for the upcoming year, substituting one-day meetings in lieu of most two-day meetings. It was moved, seconded (Quezada/Erickson) and carried to adopt the proposed schedule for 2012-13 as presented.

Item 15 – DISCUSSION OF REVISIONS TO BIENNIAL REPORT SECTION B

This action item was presented by Consultant Geri Mohler. After discussion, it was moved, seconded (Jones/Erickson) and carried to accept staff recommendations to pilot a new institutional summary and plan of action with institutions submitting in 2012. This pilot would be voluntary for those institutions.

Item 16 – DISCUSSION OF PROCESSES AND PROCEDURES REGARDING DENIAL OF ACCREDITATION

Consultant Gay Roby presented this action item. It was moved, seconded (Jones/Abrams) and carried to adopt the language as presented in the item.

RECESS

The meeting was recessed by Co-Chair, Anne Jones at 5:15 p.m. on Wednesday, June 27, 2012.

RECONVENE

The meeting was reconvened at 8:30 a.m. on Thursday, June 28, 2012 by Co-Chair, Nancy Watkins.

Item 17 – RECOMMENDATION FOR REMOVAL OF STIPULATIONS FOR ANTIOCH SANTA BARBARA

Consultant Katie Croy introduced institutional representative Marianne D’Emidio-Caston, who appeared via Skype. After discussion it was moved, seconded (Erickson/Lopour) and carried to change the status of Antioch University, Santa Barbara from *Accreditation with Stipulations* to *Accreditation*.

Item 18 – REPORT ON THE INSTITUTIONS REQUIRING A 7TH YEAR REPORT

Consultant Gay Roby presented information from Hayward Unified School District to satisfy the requirement that it submit a 7th year report. Ms. Roby indicated that Hayward USD has complied fully with COA’s request for information on professional development and on the vision of the program in its 7th year report.

Item 19 – REPORT OF THE ACCREDITATION SITE VISIT TO TEMPLE CITY UNIFIED SCHOOL DISTRICT

State Consultant Lisa Danielson introduced institutional representative Vicki Park, who joined the meeting through Skype. Also joining the meeting through Skype was Team Lead Lori Rangel, who presented the team report. After discussion, it was moved, seconded (Riggs/Jimenez) and carried (Lopour opposed) not to accept the accreditation team’s recommendation of *Accreditation* but to assign the institution the status of *Accreditation with Stipulations*.

Following is the stipulation:

- That the Temple City Unified School District provide evidence of the implementation of a formalized, systematic, and consistent professional development and training plan for all support providers.

Item 20 – COMMON STANDARD 2: DRAFT OF GUIDANCE FOR TEAMS

Administrator Cheryl Hickey presented this information item which was brought back to the COA for action. It was moved, seconded (Jimenez/Riggs) and carried to accept the presented revision along with information that Administrator Hickey noted was missing in the item.

Item 21 – REPORT OF THE ACCREDITATION SITE VISIT TO THE BAY AREA SCHOOL OF ENTERPRISE/REACH INSTITUTE

Consultant Larry Birch introduced institutional representatives Page Tompkins and Victoria Folks, who joined him at the table. Joining the meeting through Skype was Team Lead, Jill Hamilton-Bunch, who presented the team report. After presentation of the team report and discussion, it was moved, seconded (Jones/Erickson) and carried to accept the accreditation team’s recommendation of *Accreditation with Stipulations* with additional clarification added to the stipulation.

Following is the stipulation:

- That within a year of the site visit, the REACH Institute for School Leadership is to provide the Committee on Accreditation with a written response including evidence that addresses the issues identified in the accreditation report in Common Standards 7 and 8, and in the MS/SS Intern program and General Education Induction Program pertaining to developing a consistent system documenting that: 1) Multiple Subject intern candidates have experience in a classroom where beginning reading is taught (Standard 7A), 2) Multiple and Single Subject intern candidates participate in structured and guided observations or participate in instruction of students in settings and grade levels different from their regular assignments (Standard 14), 3) Multiple and Single Subject intern candidates have site level support that is experienced in their curricular area (Standard 15), and 4) General Education Induction Program candidates demonstrate the ability to provide accommodations and implement modifications for students with special needs (Standard 6[b]).

Item 22 – UPDATE ON THE FOURTH QUARTERLY REPORT FOR OCCIDENTAL COLLEGE

Consultant Gay Roby introduced Ron Solorzano, representing the institution, who joined the meeting via conference call. Consultant Roby presented the fourth quarterly report and action plan by Occidental College pursuant to COA direction in June 2011. Staff will provide an update on the progress of the last remaining candidates at the August 2012 COA meeting.

Item 23 – REPORT OF THE ACCREDITATION RE-VISIT TO KINGS COUNTY OFFICE OF EDUCATION

Administrator Teri Clark introduced Tim Bowers, Carmen Barnhart and Abby Sipes who represented the institution. Joining them via Skype was Melissa Hall, Team Lead, who presented the report. After presentation of the report and discussion, it was moved, seconded (Abrams/Lopour) and carried (Jimenez recused) to change the team's status from *Accreditation with Probationary Stipulations* to *Accreditation*.

Item 24 – REPORT OF THE ACCREDITATION SITE VISIT TO CONTRA COSTA COUNTY OFFICE OF EDUCATION

Consultant Marilyn Fairgood introduced Team Lead Nikol Baker, who presented the team report by conference call. Jane Blomstrand, Debbie Sioui and Pam Tyson represented the institution. Following the presentation of the report and discussion, it was moved, seconded (Jones/Quezada) and carried to accept the accreditation team's recommendation of *Accreditation*.

Item 25 – NOMINATIONS AND ELECTION OF CO-CHAIRS FOR THE COMMITTEE ON ACCREDITATION

Administrator Cheryl Hickey presented the nominees for the COA Co-Chairs from the May meeting. Nominees from that meeting were Joseph Jimenez (K-12) and Anne Jones (Higher Education). Ms. Hickey asked for additional nominees. None were forthcoming. Ms. Hickey closed the nominations. The members of the Committee voted to elect Joseph Jimenez (vote of 9-0) (Jimenez abstained) and Anne Jones (vote of 9-0) (Jones abstained) as Co-Chairs for 2012-13. They will begin their duties at the August 2012 meeting of the COA.

Item 26 – PUBLIC COMMENT

There were no members of the public present.

Item 27 – DEBRIEF ACCREDITATION DECISIONS

The COA discussed actions taken by the Committee on accreditation decisions.

ADJOURNMENT

The meeting was adjourned by Co-Chair Nancy Watkins at 12:00 p.m. on June 29. The next meeting of the COA will take place at the Commission on August 16, 2012.