

# COMMITTEE ON ACCREDITATION MINUTES

February 7, 2013

Commission on Teacher Credentialing  
Sacramento, California

## Committee Members Present

Joyce Abrams  
Emelina Emaas  
Deborah Erickson  
Anne Jones  
Kiran Kumar  
Kenneth Lopour  
Reyes Quezada  
Iris Riggs  
Nancy Watkins  
Pia Wong

## Absent Members

Gary Kinsey  
Joseph Jimenez

## Staff Members Present

Teri Clark, Division Director  
Cheryl Hickey, Administrator  
Katie Croy, Consultant (via telephone)  
Gay Roby, Consultant  
Geri Mohler, Consultant  
Lynette Roby, Consultant  
Teri Ackerman, Analyst/Recorder  
Tonja Jarrell, Consultant  
Catherine Kearney, Consultant

## Others Present

Caryl Hodges  
Carla Finkelstein  
Vanessa Sheared  
Karen Davis O'Hara

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

The February 7, 2013 meeting of the Committee on Accreditation was called to order by Co-Chair Anne Jones at 8:30 a.m.

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

Nancy Watkins moved approval of the February 2013 agenda. Deborah Erickson seconded the motion. The motion passed without dissent.

### **Item 3 - APPROVAL OF THE AUGUST 2012 MINUTES**

Kenneth Lopour moved approval of the October 2013 minutes. Deborah Erickson seconded the motion. The motion passed without dissent.

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

- Kiran Kumar is hoping to start a literacy program in her community which will put donated books into the classroom.

- Reyes Quezada attended the Department of Education open house in Washington, D.C. during inauguration week. He also had the opportunity to see Supreme Court Justice Sonia Sotomayor when she visited the University of San Diego.
- Deborah Erickson made two presentations at the International Conference on Education which was held in Hawaii.
- Anne Jones announced that UC Riverside is still searching for a new Director of Education. She also announced that she is on the board of the California Council on Teacher Education (CCTE) and urged all of the COA members to come to the next conference, where Nancy Watkins will be one of the presenters. The conference will be held in San Jose in April.

### **Item 5 - STAFF REPORTS**

- Administrator Cheryl Hickey praised former COA co-chairs Nancy Watkins and Anne Jones for their presentation of the Annual COA Report to the Commission in December.
- There have been a number of staff changes in the Professional Services Division: Lynette Roby has been promoted to Consultant and three new Consultants have also joined the unit. They are Tonja Jarrell, Catherine Kearney, and Bruce Little. Roxann Purdue has moved to the unit from the Certification Division and will be doing assignment monitoring. Brenda Cunningham is now the Office Manager. Beth Graybill, former Acting Director of the Commission, has returned to serve as the Commission's Deputy Director
- The Governor's Proposed Budget shows no loss of Commission staff this year. At this point, it appears accreditation activities will resume next year. The proposed budget includes \$200,000 as a result of the implementation of a cost recovery plan for some accreditation activities. .
- The Teacher Librarian Special Class Authorization regulations have passed. The Commission has also approved changes to the language of the English Learner Standards. A Program Sponsor Alert (PSA) alert will be issued soon advising all programs which are affected.
- The Commission has adopted an additional 9 standards which will be added to the original 4 standards for the Adapted Physical Education Added Authorization.
- Because of the length of time between COA meetings, it was proposed that there be a teleconference call for the purposes of approving additional programs. Those members present at the meeting were polled and 9 agreed to participate in the teleconference call, which constitutes a quorum as determined by the COA policies and procedures.
- Administrator Cheryl Hickey reminded the COA that application materials for new members are available on the accreditation webpage. She asked members to consider nominating people for the three open positions (two representing higher education and one K-12 representative).
- Administrator Hickey also advised the COA that they have the option of nominating new Co-Chairs in June and voting for them at the start of the August 2013 meeting, or both nominating and electing the co-chairs at the June meeting. This will be brought back to the COA as an action item at its June meeting.
- There will be a BIR training session April 16-17 at Brandman University in Roseville. A summer training session will also be scheduled for southern California. Application materials can be found on the accreditation webpage.

## **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 (Wong/Abrams) and carried to grant initial accreditation to the following programs of professional preparation:

Program(s) of Professional Preparation for the Preliminary Single Subject Credential – English  
*William Jessup University*

Program(s) of Professional Preparation for the Clear Education Specialist Induction  
*Lancaster School District*  
*Long Beach Unified School District*  
*Mt. Diablo Unified School District*  
*Westside Union School District*  
*Antelope Valley Union High School District*  
*Kern High School District*

Program(s) of Professional Preparation for the Education Specialist: Mild/Moderate Credential  
*Biola University*

Program(s) of Professional Preparation for the Education Specialist: Deaf and Hard of Hearing  
*Mt. Saint Mary's College*

Program(s) of Professional Preparation for the Education Specialist Early Childhood Special Education: Added Authorization  
*Brandman University*

Autism Spectrum Disorders: Added Authorization  
*San Diego Unified School District*

Deaf-Blind: Added Authorization  
*San Diego County Office of Education*

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

Program(s) of Professional Preparation for the Bilingual Authorization  
*California State University, Fullerton (Korean)*

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

Program(s) of Professional Preparation for the Bilingual Authorization  
*Chapman University (Spanish)*

Program(s) of Professional Preparation for the Teacher Librarian Credential – Special Class Authorization (SCA): Digital Literacy  
*Fresno Pacific University*

Program(s) of Professional Preparation for the Administrative Services Clear Guidelines-Based Credential  
*Sacramento County Office of Education*  
*Orange County Department of Education*  
*Merced County Office of Education*  
*Los Angeles County Office of Education*

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

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

Speech Language Pathology Services Credential  
*California State University, Northridge (effective August, 2011)*

Special Class Authorization  
*California State University, Northridge (effective August, 2011)*

Reading Certificate  
*California State University, San Bernardino (effective, October 2012)*  
*California State University, Los Angeles (effective December, 2012)*  
*California State University, Fresno (effective August 2012)*  
*San Jose State University (effective June, 2012)*  
*University of California, Riverside (effective December, 2012)*  
*University of Southern California (effective December, 2012)*

Reading and Language Arts Specialist Credential  
*California State University, San Bernardino (effective October, 2012)*  
*California State University, Los Angeles (effective December, 2012)*  
*California State University, Fresno (effective August, 2012)*  
*University of California, Riverside (effective December, 2012)*  
*University of La Verne (effective August, 2012)*

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

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

*Humboldt State University*  
*Education Specialist Moderate/Severe Internship Program (effective September 1, 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 (Abrams/Kumar) and carried to grant withdrawal of the following programs of professional preparation, effective February 7, 2013:

*Western Governors University: Multiple Subject Intern Program  
Single Subject Intern Program*

*Stanford University: CTEL Credential Program*

**Item 7 – DISCUSSION OF PROPOSED CHANGES TO THE COA PROCEDURAL MANUAL**

Administrator Cheryl Hickey presented this action/information item which offered proposed changes to *the COA Procedures Manual* based on discussion with the Commission’s legal staff. It was broken into three separate issues.

Issue 1: Does the COA member who recuses him or herself from a vote on an accreditation site visit need to leave the room until after the discussion and vote on that agenda item?

After discussion, it was determined that staff will draft language and will bring back this item for action by the COA in June.

Issue 2: Can a Member of the COA address the COA as a member of the Public?

It was moved, seconded (Lopour/Watkins) and carried to accept the item as drafted with a friendly amendment by Anne Jones that this information is to be presented to all applicants as a condition of membership in the COA.

Issue 3: Can a member of the COA whose institution’s report is being discussed, serve as a representative of the institution?

It was moved, seconded (Wong/Emaas) and carried to accept the item as drafted with the wording changed from “that member” to “the institution.”

**Item 8 – DISCUSSION OF COMMON STANDARDS ADDENDUM FOR NEW PROGRAM PROPOSALS**

This information/action item was presented by Consultants Gay Roby and Lynette Roby. It was moved, seconded (Jones/Erickson) and carried to approve that staff, rather than BIR members review the Common Standards addenda to new program proposals.

**Item 9 – UPDATE ON THE DEVELOPMENT OF PILOT PROGRAM COMPLETE SURVEY**

Consultant Tonja Jarrell presented this action/information item continuing the discussion about piloting a Program Completer Survey for all applicants who have been recommended for a preliminary credential. No specific action was required for this item. Direction and guidance was given to the consultant by the COA. Ms. Jarrell will return with additional information in June.

### **Item 10 – DISCUSSION OF PROPOSED CAEP STANDARDS**

Director Teri Clark presented this information item which provided information about the development of the Council for the Accreditation of Educator Preparation (CAEP) and the development of the CAEP standards.

### **Item 11 – IMPLICATIONS OF MAJOR PROGRAM CHANGES ON ACCREDITATION PROCESSES**

This information item was presented by Administrator Cheryl Hickey, who started the discussion of whether the Commission's accreditation system needs to be revised to require institutions to report major changes to an approved program in a manner other than that which is currently required. The COA will continue to review and refine this matter.

### **Item 12 – DISCUSSION OF IDENTIFYING EXEMPLARY PROGRAMS AND PRACTICES**

Administrator Cheryl Hickey and Consultant Geri Mohler presented this discussion item regarding the possibility of the Commission's accreditation system identifying which programs are exemplary and disseminating that information so that other programs can learn from and possibly replicate their successes. This was an information item only and no action was taken. The item will be brought back to the June meeting for additional discussion.

### **Item 13 – REPORT OF THE ACREDITATION VISIT TO BARD COLLEGE, DELANO CAMPUS.**

Administrator Cheryl Hickey introduced institutional representative Carla Finkelstein and Team Lead, Caryl Hodges, who joined her at the table. Dr. Hodges presented the report of the October accreditation site visit to Bard College. After discussion, it was moved, seconded (Lopour/Emaas) and carried to accept the team recommendation of *Accreditation with Stipulations*. The stipulations are as follows:

- That within one year, Bard College provides the Committee on Accreditation with a written report with evidence that addresses the four (4) Common Standards issues identified in the accreditation report and demonstrates that these have been addressed.
- That within one year, Bard College provides the Committee on Accreditation with a written response with evidence that addresses the three (3) Program Standards issues identified in this report and demonstrates that these have been addressed.
- That within one year, Bard College undergoes a focused revisit by the team lead and consultant, and, as required, members of the accreditation team.

### **Item 14 – UPDATE ON THE PROGRESS OF CSU SACRAMENTO IN ADDRESSING STIPULATIONS**

Consultant Geri Mohler presented this update item which serves as a progress report of CSU Sacramento in addressing the stipulations placed upon the institution in February, 2012. She was joined at the table by institutional representatives Vanessa Sheared, Dean of Education, and Karen O'Hara Davis, Associate Dean. Staff will return in June with additional information and recommendations regarding the removal of all stipulations and an accreditation recommendation for CSU Sacramento.

**Item 15 – UPDATE ON THE WORK OF THE TEACHER PREPARATION ADVISORY**

This information item was presented by Consultant Katie Croy, via telephone conference call. Dr. Croy provided an update on the direction and some of the possible recommendations and areas of consensus reached by the TAP panel thus far. An additional agenda item including further consensus recommendations will be presented to the Commission at its March meeting. The panel's final set of recommendations will be presented to the Commission in April.

**Item 16 – UPDATE ON THE WORK OF THE ADMINISTRATIVE SERVICES PANEL**

Consultant Gay Roby presented this information item which provided an update on the activities of the writing panel to date.

**Item 17 – DISCUSSION OF THE DEVELOPMENT OF A COST RECOVERY PLAN FOR SOME ACCREDITATION ACTIVITIES**

This information item was presented by Director Teri Clark and Administrator Cheryl Hickey who continued the discussion of possible options for the development of a cost recovery plan for some aspects of the Commission's accreditation process for educator preparation programs. Additional information will be provided to COA as more details of the Governor's budget for 2013-14 become available. Because the COA will meet only one more time this fiscal year, staff is unsure whether or how the COA can have an opportunity to weigh in on any proposed plan.

**Item 18 – CONSIDERATION OF REVISED PRECONDITIONS**

This action item was presented by Director Teri Clark. After discussion of the staff recommendations, it was moved, seconded (Wong/Lopour) and carried to accept revised preconditions 1, 2, 3, 4, 5, 6 and 7 as written. Based on this vote, staff will prepare an action item for the Commission. It was moved/seconded (Abrams/Riggs) (with a friendly amendment by Anne Jones) and carried that all School of Education faculty who regularly teach one or more courses in any credential program shall actively participate in the public school system including county and district offices.

**Item 19 – PUBLIC COMMENT**

There were no members of the public present.

**Item 20 – ADJOURNMENT**

The meeting was adjourned by Co-Chair Anne Jones at 3:40 p.m. on February 7, 2013. The next meeting of the COA is scheduled for Thursday, June 27, 2013.