

# COMMITTEE ON ACCREDITATION MINUTES

February 6-7, 2014

Commission on Teacher Credentialing  
Sacramento, California

## Committee Members Present

Joyce Abrams  
Deborah Erickson  
Anne Jones  
Gary Kinsey  
Kiran Kumar  
Kenneth Lopour  
Anna Moore  
Reyes Quezada  
Iris Riggs  
Jose Rivas  
Nancy Watkins  
Pia Wong

## Members Absent

None

## Staff Members Present

Cheryl Hickey, Administrator  
Katie Croy, Consultant  
Geri Mohler, Consultant  
Lynette Roby, Consultant  
Gay Roby, Consultant  
Catherine Kearney, Consultant  
Kathryn Polster, Analyst  
Teri Ackerman, Analyst/Recorder

## Others Present

Mark Colonico  
Caryl Hodges  
Carla Finkelstein  
Elsa Keebler  
Judith Hill Bose (via technology)  
Waymon Chin (via technology)  
Norton Batkin (via technology)  
Jo Birdsell  
Margo Pensavalle  
Melora Sundt  
Karen Symms-Gallagher  
Bonnie Konopak (via telephone)  
Ann Chlebicki (via technology)  
Mark Cary  
Anthony Normore (via technology)  
Deandra Nelson (via technology)  
Antonia Issa Lahera (via technology)  
Farah Fisher (via technology)  
Lisa Hutton (via technology)  
Pamela Robinson (via technology)  
John Nelson (via technology)

**Item 1 - CALL TO ORDER**

The February 6, 2014 meeting of the Committee on Accreditation was called to order by Co-Chair Kenneth Lopour at 8:47 a.m.

**Item 2 - APPROVAL OF THE AGENDA**

Nancy Watkins moved approval of the February 2014 agenda. Joyce Abrams seconded the motion. The motion passed without dissent.

**Item 3 - APPROVAL OF THE OCTOBER 2013 MINUTES**

Anne Jones moved approval of the October 2013 minutes. Nancy Watkins seconded the motion. The motion passed without dissent.

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

- Deborah Erickson announced that she is now the Dean of the School of Education at Point Loma Nazarene University.
- Reyes Quesada shared an article on Cultural Proficiency he had published in the Journal of the National Association of Elementary School Principals. He also announced that there will be a Conference held by the National Association for Bilingual Education held in San Diego February 13-16.

**Item 5 - STAFF REPORTS**

- Administrator Cheryl Hickey announced that nominations for membership in the COA are now open. The openings are for 2 representatives from K-12 education and 1 from higher education.
- Ms. Hickey reported that the accreditation budget is still tight. Additional information will be reported at the Commission meeting scheduled for February 13-14.
- Ms. Hickey also announced that Accreditation staff is in the process of staffing the 35 site visits scheduled for this academic year.
- Commission Liaison Juliet Tiffany-Morales was unable to attend the COA meeting this month. We are looking forward to her presence at the April meeting.
- Consultant Gay Roby reported on the Commission decision regarding the California Administrators' Performance Expectations (CAPE) and of upcoming Commission agenda items of interest to COA members including Common Core standards.
- Administrator Cheryl Hickey will look into adding an additional day to the June COA meeting, making it 3 days, with Day 3 ending at 3:00 p.m. so the COA will be able to cover all of the accreditation items which will need to be covered.

**Item 6 - PROGRAM APPROVAL RECOMMENDATIONS**

This item was introduced by Co-Chair Kenneth Lopour.

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

It was moved, seconded (Erickson/Kumar) and carried to grant initial accreditation to the following programs of professional preparation:

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

*Oakland Unified School District*  
*Panama Buena Vista Union School District*  
*Brentwood Unified School District*  
*West Covina Unified School District*

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

*Tulare County Office of Education*

Added Authorization: Bilingual: Spanish

*California Polytechnic State University, San Luis Obispo*

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

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

*Riverside County Office of Education (RCOE)*

It was moved, seconded (Erickson/Kumar) and carried (Wong recused) to grant initial accreditation to the following programs of professional preparation:

Internship Programs

*Sacramento County Office of Education Single Subject Intern Program: Math and Science*

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

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

*Concordia University Irvine*  
*California State University, San Bernardino*  
*Palmdale Unified School District*

Program(s) of Professional Preparation for the Education Specialist: Mild/Moderate Preliminary Intern Credential

*Concordia University Irvine*

Program(s) of Professional Preparation for the Pupil Personnel Services: School Counseling Credential

*Alliant International University*

Language and Academic Development Preliminary Credential

*Ventura County Office of Education*

Special Education Added Authorization: Early Childhood Education Specialist

*California State University, East Bay*

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

Program(s) of Professional Preparation for the Early Childhood Special Education Added Authorization Intern Program

*Los Angeles Unified School District*

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

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

**Correction:** The minutes of the August 2011 meeting of the COA show that the *Autism Spectrum Added Authorization* program at *Antioch University* had transitioned to updated standards. There is no such program offered at Antioch University, and therefore, inclusion on this list was in error.

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

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

*Oceanside Unified School District*

*General Education Induction Program, effective November 8, 2013.*

*Glendale Unified School District*

*General Education Induction Program, effective August 1, 2014.*

*University of California, San Diego*

*Preliminary Multiple Subject Intern Option: effective November 21, 2013.*

*California State University, Long Beach*

*Health Services (School Nurse) Credential: effective January 3, 2014.*  
**California State University, San Marcos**  
*Single Subject Intern Program: effective February 1, 2014.*

**University of California, Los Angeles**  
*Pupil Personnel Services Credential: School Counseling: effective December 31, 2013.*  
*Pupil Personnel Services Credential: School Counseling: Intern Option: effective December 31, 2013*

**California State University, Monterey Bay**  
*Reading Certificate: effective February 6, 2014.*

**D. Professional Preparation Programs Requesting Reactivation**

*There were no programs requesting reactivation.*

**E. Recommendation about the Withdrawal of Professional Preparation Programs**

*There were no programs requesting withdrawal.*

**Item 7 – REPORT OF THE ACCREDITATION VISIT TO BARD COLLEGE**

This action item was presented by Consultant Gay Roby who was joined at the table by Team Lead, Caryl Hodges and institutional representatives, Carla Finkelstein and Elsa Keebler. Also joining in via technology were institutional representatives, Norton Batkin, Judith Hill Bose and Waymon Chin. Dr. Hodges presented the accreditation team report. After discussion, it was moved, seconded (Jones/Kumar) and carried to change the status of Bard College from *Accreditation with Stipulations* to **Accreditation**.

**Item 8 – REPORT OF THE ACCREDITATION VISIT TO THE UNIVERSITY OF SOUTHERN CALIFORNIA**

Administrator Cheryl Hickey introduced Team Lead Jo Birdsell. Joining them at the table were institutional representatives, Margo Pensavalle, Professor of Clinical Education, Melora Sundt, Executive Vice Dean and Karen Symms Gallagher, Dean of the Rossier School of Education. Dr. Birdsell presented the accreditation team report. After discussion, it was moved, seconded (Erickson/Kinsey) and carried (Moore recused) to accept the accreditation team recommendation of **Accreditation** with amended language regarding revised candidate numbers.

**Item 9 – UPDATE ON WORK RELATED TO THE RECOMMENDATION OF THE TAP PANEL**

Consultant Katie Croy presented this information item of possible changes to credential program standards and requirements focusing on the potential impact those changes would have on accreditation in the future. Additional information was also provided by Consultant, Geri Mohler. Information gleaned from the group discussion will be used to inform future agenda items.

**Item 10 – REPORT OF THE REVISIT TEAM TO CALIFORNIA STATE UNIVERSITY, DOMINGUEZ HILLS**

This item was presented by Administrator Cheryl Hickey, standing in for Director Teri Clark. Joining the discussion by conference call was Team Lead, Bonnie Konopak, who presented the accreditation team report. Appearing through videoconference were Dr. Ann Chlebicki, Acting Dean of the College of Education; Dr. Anthony Normore, Co-Chair, Teacher Education; Dr. Deandra Nelson, Co-Chair, Teacher Education; Dr. Antonia Issa Lahera, Director of School Leadership Grants and Coordinator for School Leadership Programs; Dr. Farah Fisher, Chair, Graduate Education; Dr. Lisa Hutton, Chair, Liberal Studies; Dr. Pamela Robinson, Acting Assessment Coordinator and Dr. John Nelson, Acting Associate Dean of the College of Education. After discussion, it was moved, seconded (Kinsey/Riggs) and carried (Lopour recused) to change the status of California State University, Dominguez Hills from *Accreditation with Stipulations* to *Accreditation*.

**Item 11 – DISCUSSION OF CROSSWALK FROM COMMON STANDARDS TO THE COUNCIL FOR THE ACCREDITATION OF EDUCATOR PREPARATION (CAEP) STANDARDS**

This information item, comparing CAEP standards to Common Standards was presented by Administrator Cheryl Hickey in the absence of Director Teri Clark. Information provided from the discussion, including concepts the COA believes should be considered for inclusion in the Common Standards, will be considered for use in California's educator preparation programs.

**Item 12 – DISCUSSION OF TRANSFORMATION INITIATIVE OPTION WITH CAEP**

Administrator Cheryl Hickey was joined by Consultant Catherine Kearney and Mark Cary in presenting this information item. Based on the outcome of the COA discussion, further study is warranted as CAEP moves forward.

**Item 13 – DISCUSSION OF THE DEVELOPMENT OF CAEP PROTOCOL**

Administrator Cheryl Hickey presented this item for discussion. Staff will draft preliminary language based on the input of the COA regarding those aspects of the state protocol the COA agrees need updating. That item will be presented to the COA at a later meeting.

**Item 14 – IMPLEMENTATION OF THE COST RECOVERY PLAN FOR ACCREDITATION**

Consultant Lynette Roby presented this information item which allowed the COA an opportunity to discuss any potential implications that the cost recovery plan might have on accreditation decisions and to determine whether additional processes and procedures are needed in order to protect the integrity of the accreditation system. Following a discussion of the possible implications, it was agreed that there are sufficient checks and balances integrated into the accreditation system to protect the integrity of the process.

**Item 15 – DISCUSSION OF UPCOMING ACCREDITATION VISITS - STATUS REPORTS REGARDING CHANGES TO STANDARDS AND REQUIREMENTS**

Administrator Cheryl Hickey presented for discussion this item reflecting changes to standards and requirements and the impact that resulting changes may have on the scheduled 2014 accreditation site visits.

**Item 16 – IDENTIFYING EXEMPLARY PRACTICES IN SITE VISIT REPORTS**

Administrator Cheryl Hickey presented this information item, regarding a pilot program which is being considered that would identify exemplary practices through the Commission’s accreditation system. Administrator Hickey has agreed to speak with the Executive Director and Chair of the Commission relaying the COA’s viewpoint on this pilot program and the use of the word “exemplary.”

**Item 17 – DISCUSSION OF POTENTIAL MODIFICATIONS TO UNIT ACCREDITATION**

After some discussion, this item was tabled to Friday. On Friday, discussion was continued regarding the use of the word “unit” in accreditation.

**Item 18 – UPDATE ON THE REVISED ADMINISTRATIVE SERVICES CREDENTIAL STANDARDS**

This information item was presented by Consultant Gay Roby. The COA discussed newly adopted Preliminary Administrative Services Program Standards and the implications for accreditation reviews. Staff will continue to update the COA on efforts to ensure that the field understands the changed expectations for programs as well as the transition timeline and process.

**Item 19 – DISCUSSION OF INFORMATION PRESENTED TO THE COA REGARDING NEW PROGRAM PROPOSALS**

Consultant Lynette Roby presented this item which asked the COA for direction regarding whether additional information should be provided to the COA about each new program proposal, and the type of additional information that should be included in the agenda in order to help inform the COA decision. After discussing the review process each new program proposal must go through, COA members felt that the information currently provided in the agenda adequately summarizes new programs being considered for final approval.

**Item 20 – DEBRIEF ACCREDITATION DECISIONS**

The COA discussed the three accreditation decisions made at this meeting.

**RECESS**

The meeting was recessed by Co-Chair, Kenneth Lopour at 5:04 p.m. on Thursday, February 6, 2014.

**RECONVENE**

The meeting was reconvened at 8:30 a.m. on Friday, February 7, 2014 by Co-Chair, Reyes Quezada.

**Item 21 – DISCUSSION OF STRATEGIES TO STRENGTHEN AND STREAMLINE ACCREDITATION: PART I: POSSIBLE MODIFICATIONS TO THE PROGRAM ASSESSMENT PROCESS**

Consultant Katie Croy presented this item along with assistance from Analyst Kathryn Polster. After the presentation, COA members were divided into teams of two to review possible ways to streamline the program assessment process. Each team reported their findings to the COA. These findings will be used to consider ways in which the Program Assessment process may be streamlined in the future.

**Item 22 – DISCUSSION OF STRATEGIES TO STRENGTHEN AND STREAMLINE ACCREDITATION: PART II: DISCUSSION OF BIENNIAL REPORTS, CONSISTENCY OF DATA, AND MEASURING OUTCOMES**

This item was tabled and will be presented at a later meeting.

**Item 23 – DISCUSSION OF STRATEGIES TO STRENGTHEN AND STREAMLINE ACCREDITATION: PART II: POSSIBLE COMMON STANDARDS REVISIONS**

Administrator Cheryl Hickey presented this item. COA members were placed in groups of three and assigned certain Common Standards to review to begin to identify where the Commission should consider future revisions. Information from the group activity will be used to inform future discussions with the Commission about the Common Standards.

**Item 24 – PUBLIC COMMENT**

There were no members of the public present.

**Item 25 – ADJOURNMENT**

The meeting was adjourned by Co-Chair Reyes Quezada at 12:00 p.m. on February 7, 2014. The next meeting of the COA is scheduled for April 24-25, 2014.