

Nominations and Election of Co-Chairs for 2017-2018 November 2017

Overview of this Report

This item calls for the Committee on Accreditation to nominate and elect individuals to serve as Co-Chairs, one from K-12 education and one from post-secondary education, for the 2017-2018 meeting year. The nominations and election shall take place in accordance with the adopted procedures of the Committee on Accreditation.

Staff Recommendation

Staff recommends that the Committee hold nominations and elections for the COA Co-Chairs at this meeting. Nominations will be opened at this meeting by the Administrator of Accreditation.

Background to this Report

The Committee on Accreditation has developed a *Procedures Manual* to govern its activities. <http://www.ctc.ca.gov/educator-prep/coa-files/COA-Procedures-Manual.pdf>. Chapter Two addresses the *Organization of the Committee*. It lists the officers as two Co-Chairs – one representing K-12 public education and one representing post-secondary education and describes their duties, procedures for the election of officers, a description of terms and term limits, and a mechanism for appointing officers pro-tempore.

According to the *Procedures Manual*, the “...nominations are to be made at the next to last regularly scheduled meeting of the Committee and the election should take place at the last Committee meeting of the year.” The last Committee meeting of the year for 2017 would have been the June meeting. However, nominations were not opened at that time due to the amount of business at the meeting as well as new members that would come on board in July. The August meeting was a short teleconference and did not lend itself to nominations or an election. The Administrator of Accreditation will open and close nominations for the Co-Chairs for 2017-18 at this meeting.

The COA may want to revisit at a future meeting when the nominations and elections take place each year and update its Procedures Manual to align better with the work flow of the Committee.

Eligibility of Members for Co-Chair

Section #202 of the COA *Procedures Manual* states, “No member of the Committee shall be elected to the office of Co-Chair of the Committee for more than two one-year terms.” Committee members may waive its Procedures Manual through a vote to allow for an individual to serve more than two terms, should it desire to do so. Pia Wong’s term for serving on the COA expired in June 2017. Anna Moore has served as Co-Chair for two term (2015-16 and 2016-17). No other Committee member has previously served as Co-Chair of the Committee to date. If a member plans to make a nomination, the consent of the individual nominated must be obtained.

The nominations and election for the COA Co-Chairs for 2017-18 will be conducted at this meeting.