

**COMMITTEE ON ACCREDITATION
MINUTES
August 4, 2022
Commission on Teacher Credentialing**

Committee Members Present

Allan Hallis
Agustin Cervantes
Bob Frelly
Cheryl Forbes
Jason Lea
Jomeline Balatayo
J. Kevin Taylor
Katrine Czajkowski
Martin Martinez
Michael Hillis

Committee Members Not Present

Cathy Creasia
Gerard Morrison

Staff Members Present

David DeGuire, Director
Cheryl Hickey, Administrator
Erin Sullivan, Administrator
Cara Mendoza, Administrator
Hart Boyd, Consultant
Jake Shuler, Consultant
Miranda Gutierrez, Consultant
Tim Weekes, Consultant
Michele Williams-George, Consultant
William Hatrick, Consultant
Sarah Solari-Colombini, Consultant

Kristina Najarro, Consultant
Michelle Bernardo, Secretary

Present Via Technology

Nilsa Thorsos, National University
Clara Amador Lankster, National University
Joanna Simpson, United States University
Rebecca Wardlow, United States University
Karla Paul, Merced COE
Marissa Lopez, Merced COE
Danielle Mitchell, LACOE
Kate Franceschini, LACOE
Rebecca Summers, LACOE
Jennifer Loftus, Santa Maria Bonita SD
Shellie Hart, Santa Maria Bonita SD
Roxanna Stern, Santa Barbara USD
Robert Lee, National University
Donna Elder, National University
Kelly Dunkley, UC San Diego
Cheryl Forbes, UC San Diego
Aimee Becker, UC San Diego
Christopher Koch, CAEP
Malina Monaco, CAEP
Matt Canover, CAEP
Ryan Gleason, Las Virgenes USD
Kate O'Connor, USC
Xiomara Mateo-Gaxiola, USC
Cathy Creasia, USC

Item 1 – Call to Order and Roll Call

The meeting of the Committee on Accreditation was called to order by Co-Chair Bob Frelly at 8:30 a.m. on Thursday, August 4, 2022.

Item 2 – Approval of the Agenda

It was moved, seconded (Czajkowski/Taylor) and carried to approve the August 2022 agenda.

Item 3 – Approval of the Minutes of the Prior Meeting

It was moved, seconded (Martinez/Czajkowski) and carried to approve the June 2022 minutes with no changes.

Item 4 – Co-Chair and Member Reports

No Co-Chair and COA member reports.

Item 5 – Staff Reports

Administrator Cheryl Hickey reported that the suspension of accreditation fees had been lifted. Fees are due on September 1, 2022 and will be considered late on November 1, 2022. Staff is currently working on getting notices out to institutions and starting to collect the fees again. Ms. Hickey announced that all COA members now have a Commission email to use for COA business.

Administrator Erin Sullivan continued to discuss the use of the Commission email for making travel accommodations through the Concur travel website. Training will be provided on the new process for COA to make travel accommodations. Ms. Sullivan encouraged the Committee to watch the upcoming Commission meeting in October. She announced open positions for the Commission student liaison as well as the Committee of Credentials has vacancies open.

Item 6 – Program Approval Recommendations

There were four (4) institutions with four (4) programs for approval.

United States University: Single Subject and Multiple Subject Intern Pathway

Institutional representatives Joanna Simpson, Program Director and Rebecca Wardlow, Dean of the College of Education joined the meeting to answer questions about the proposed program.

After discussion, it was moved, seconded (Czajkowski/Forbes: no recusals) and carried to approve the Single Subject and Multiple Subject Intern Pathway for United States University.

Merced County Office of Education: Preliminary Multiple Subject Intern

Institutional representatives Karla Paul, Intern Program Coordinator and Marissa Lopez, Intern Program Coordinator joined the meeting to answer questions about the proposed program.

After discussion, it was moved, seconded (Forbes/Lea: no recusals) and carried to approve the Preliminary Multiple Subject Intern program for Merced County Office of Education.

Los Angeles County Office of Education: Preliminary Administrative Services

Institutional representatives Danielle Mitchell, Division Director, Curriculum and Instruction Services; Kate Franceschini, Project Director, Educational Leadership Programs; and Rebecca Summers, Coordinator, Educational Leadership Programs joined the meeting to answer questions about the proposed program.

After discussion, it was moved, seconded (Czajkowski/Hallis: no recusals) and carried to approve the Preliminary Administrative Services program for Los Angeles County Office of Education.

National University: Bilingual Authorization: Spanish

Institutional representatives Nilsa Thorsos, Department Chair and Clara Amador Lankster, Faculty, joined the meeting to answer questions about the proposed program.

After discussion, it was moved, seconded (Czajkowski/Taylor: recusal by Hallis) and carried to approve the Bilingual Authorization: Spanish program for National University.

Item 7 – Program Change of Status

Section A: Program Withdrawals: It was moved, seconded (Czajkowski/Frelly: no recusals) and carried to take action to withdraw the following preparation programs as requested by the institution:

Antioch University

Preliminary Education Specialist: Mild/Moderate, effective October 31, 2022

Teacher Induction, effective October 31, 2022

Preliminary Multiple Subject/Intern, effective October 31, 2022

Item 8 – Initial Program Approval for New Program Sponsors

Consultant Michele Williams-George presented this action item. Santa Maria Bonita School District was recently granted Provisional Approval by the Commission as a program sponsor and was now seeking approval to offer a Teacher Induction credential program. Williams-George was joined by institutional representatives Jennifer Loftus, Director, Teaching and Learning and Shelli Hart, Program Specialist, Teacher Development.

After discussion, it was moved, seconded (Czajkowski/Lea; recusal by Hillis) and carried to grant initial accreditation to Santa Maria Bonita School District’s Teacher Induction program.

Item 9 – Discussion of Institutions Not in Compliance with Accreditation Timelines

Administrator Erin Sullivan introduced this item. Ms. Sullivan provided an update about Pasadena Unified School District’s late submission for their responses to Common Standards which were due on February 28, 2022. Pasadena has since submitted their responses to Common Standards for review in preparation for their fall site visit.

Item 10 – Discussion of the 3rd Quarterly Report for Santa Barbara Unified School District

Consultant Sarah Solari Colombini introduced this item. She was joined by institutional representative Roxanna Stern, Teacher Induction Program Coordinator. Information included in the report provided how the institution is addressing the requirements of each stipulation.

After discussion, it was moved, seconded (Balatayo/Martinez: no recusals) and carried to accept the 3rd quarterly report for Santa Barbara Unified School District.

Item 11 – Report of the Accreditation Team to National University

Consultant William Hatrick introduced this item. He was joined by institutional representatives Robert Lee, Dean and Donna Elder, Associate Dean, Sanford College of Education. Mr. Hatrick noted that this item was presented and discussed at the June 2022 meeting, however, because

the Committee at the time did not have a quorum for this item, we could not take a vote. As a result, the item was put back on the August agenda.

After discussion, it was moved, seconded (Balatayo/Hillis: recusal by Hallis) and carried to grant the status of *Accreditation with a 7th Year Report* to National University and its credential programs. National University must provide a 7th Year report within one year of the date of COA action to provide an update on those standards which were met with concerns

Item 12 – Discussion of the 2nd Quarterly Report from Sacramento City Unified School District
Administrator Erin Sullivan introduced this item. She was joined by institutional representatives Kelly Dunkley, Induction Coordinator; Hillary Harrell, Director of Professional Learning; and Erin Hanson, Assistant Superintendent of Curriculum and Instruction.

After discussion, it was moved, seconded (Hillis/Forbes: recusal by Martinez) and carried to accept the 2nd quarterly report from Sacramento City Unified School District.

Item 13 – Report of the Accreditation Team to the University of California, San Diego
Administrator Dr. Cara Mendoza introduced this item. She was joined by team lead Robert Perry and institutional representatives Chris Halter, Chair of Department of Education; Cheryl Forbes, Director of Teacher Education Department of Education Studies; and Aimee Becker, Associate Director Division of Extended Studies.

After discussion, it was moved, seconded (Czajkowski/Lea: recusal by Forbes) and carried to grant the status of *Accreditation* to University of California, San Diego and its credential programs.

Item 14 – Discussion with the Council for the Accreditation of Educator Preparation
Administrator Cheryl Hickey presented this item. She was joined by Christopher Koch, President; Malina Monaco, Vice President of Accreditation; and Matt Vanover, Vice President for Communications and Government Affairs of the Council for the Accreditation of Educator Preparation (CAEP). The Council for the Accreditation of Educator Preparation had recently revised its preparation standards and presented the revised CAEP standards and their alignment with the Commission’s adopted standards with the Committee.

Item 15 – Recommendation to Remove Stipulations for Las Virgenes Unified School District
Consultant William Hatrick introduced this item. He was joined by institutional representative Ryan Gleason to answer any questions the Committee had about the report.

After discussion, it was moved, seconded (Czajkowski/Frelly: no recusals) and carried to remove all but one stipulation assigned to Las Virgenes Unified School District. The remaining stipulation is as follows:

3. For the Preliminary Administrative Services Credential (PASC) program, the institution provide evidence:

b. that the program establish productive working relationships with affiliated partners (school districts which facilitate field experiences, higher education institutions, community organizations, and other stakeholder groups) in order to share responsibility for program quality; candidate recruitment, selection, and advisement; curriculum development; delivery of instruction; selection of field sites; design of field experiences; selection and preparation of field experience supervisors, and assessment and verification of candidate competence.

The report of progress toward meeting the remaining stipulation shall be presented to the Committee on Accreditation at the October 2022 COA meeting.

Item 16 – Discussion of the 2nd Quarterly Report for the University of Southern California

Consultants Miranda Gutierrez and Jake Shuler introduced this item. They were joined by institutional representatives Kate O’Connor, Assistant Dean for Professional Development; Xiomara Mateo-Gaxiola, Director of Community Engagement, Office of Equity and Inclusion; and Cathy Creasia, Director of Accreditation and Credentialing.

After discussion, it was moved, seconded (Forbes/Taylor: recusal by Balatayo) and carried to accept the 2nd quarterly report from the University of Southern California.

Item 17 – Discussion of Changes to Common Standards Glossary

Administrator Erin Sullivan introduced this item. This agenda item presented proposed changes to the Common Standards Glossary for adoption. The proposed changes are mainly to provide clarification to the definitions. No new terms were being proposed.

After discussion, it was moved, seconded (Czajkowski/Taylor: no recusals) and carried adopt the proposed changes to the Common Standards Glossary.

Item 18– Discussion of Potential Accreditation Handbook Changes

Administrators Cheryl Hickey and Erin Sullivan introduced this item. They were joined by Consultants Hart Boyd and Miranda Gutierrez. This item presented proposed additional changes to Chapters 7 and 14 of the Accreditation Handbook for discussion. Any remaining chapters will be presented at the October meeting for consideration and possible adoption. No action was taken.

Item 19 – Public Comment

No public comments.

Adjournment

Co-Chair Marty Martinez adjourned the meeting at 12:09 p.m. The next meeting of the COA is scheduled for October 27, 2022.