



California State University
SAN MARCOS
COLLEGE OF EDUCATION,
HEALTH & HUMAN SERVICES

**California Commission on Teacher Credentialing Educator and School Personnel Preparation
Accreditation Advisory Group**

MINUTES

February 4, 2022 - 9:00 -11:00 am
Zoom (see calendar invite for link)
<https://csusm.zoom.us/j/85114619513>

| | | | |
|---|--|---|---|
| X | Jennifer Ostergren, Dean CEHHS | X | Brook Soles Administrative Services |
| X | Laurie Stowell, Director School of Education | X | Anthony Matranga Middle Level |
| X | Kyle Landin, Assessment Specialist CEHHS | X | Emiliano Ayala Education Specialist |
| X | Jodi Robledo, Associate Director School of Education | X | Suzi Van Steenberg Single Subject |
| X | Rong-Ji Chen, Associate Director School of Education | X | Chris Wood Multiple Subject and Reading/Language/Literacy |
| | Andi Shibata, Credential Analyst CEHHS Student Services | X | Xochitl Archey Bilingual Authorization |
| X | Blake Beecher Social Work PPS Credential | X | Nina Khatibi, Staff School of Education |
| X | Suzanne Moineau Speech-Language Pathology | | |

CCTC Advisory Group Link to SharePoint folder:

https://csusm-my.sharepoint.com/personal/jrobledo_csusm_edu/_layouts/15/onedrive.aspx?id=%2Fsites%2FSOEDocuments%2FShared%20Documents%2FCCTCESP%20Advisory%20Group&listurl=https%3A%2F%2Fcsusm%2Esharepoint%2Ecom%2Fsites%2FSOEDocuments%2FShared%20Documents&viewid=4061684c%2Daf56%2D4eb0%2Da4c0%2De1cfd7a9df69

Agenda Items

1. Charge of Advisory Group Discussion (Robledo)

Revisit and revisions of the above document (*California Commission on Teacher Credentialing Educator and School Personnel Preparation Accreditation Advisory Group*).

First paragraph/ advisory group composition: At least one faculty from each of the CCTC programs – sometimes people wear multiple hats – want someone from each program

- Formal structure may not be needed, as long as there is a voice here. People here are in multiple programs and can represent multiple perspectives.
- Re: Members shall serve two year staggered terms- Larger conversation – raises issue of CEHHS dean or designee
- Questions about 2 terms and how to carry it out
- Having historical perspective/continuous knowledge within the group. (Some serving 2021-2023 and 2022-2024)- having some serving 1 year and some 3 years
- keep “dean or designee” in for now.

2. Norms and roles of program representative

- Have each program make the determination of what faculty member represents them on this group.
- CCTC program sponsor alert – there is some verbiage about designating a unit head as proxy in accreditation data system, so there is some expectation unit can appoint a proxy who is more into handling the data and pieces that are going into reporting.
- flexibility is important as we get bigger
- consider in the larger context of strategic planning
- We discussed how other accrediting bodies intersect with CCTC and even WASC. We could also look at how our programs crosswalks with national accreditation and other bodies. (SLP says they do, Social Work says there isn't really an overlap)
- This group could consider accreditation in the larger college wide community, extend beyond CCTC.
- This group is attempting to create a structure for analyzing data, sharing resources, etc. If we move it out too much, we may dilute the charge of it and the charge that this committee is working for.
- Discussed creating norms for this group, like “feel safe to express opinion even if not adopted at the end”

Advisory group and CCC

- Meet with CCC to get affirmation and make aware of this group and its purpose
- Discussion about where this group sits within the college structure. Looking to the future, we could have college infrastructure around accreditation, data, continuous improvement that is not just about CCTC
- Dean is excited about this group that includes units and programs spread across unit to have a way to come together to share and improve.

3. Spring Retreat Planning (Landin/Robledo) [Friday April 8th, 2022 from 9:00 am to 1:00 pm.](#) [\(virtual\)](#)

- Two retreat activities each semester:
- Fall Retreat: Review of our AAA plans (due in October)
- Spring retreat: focus on one of our common standards
- **March- Planning sub-group** : Kyle (data) + (Volunteers What would the committee like to do?).
- Does it need to be virtual? Could it be in person?

- Ideas for spring retreat – Diversity trends looking at programs and unit level , diversity markers, trend over time, field work, clinical placement type info (surveys – candidate placement in their field work, connection to Common Standards 3, trends across the unit. Pick one of them or multiple – or those across programs that are not program specific.
- Focus on what we struggle to assess? For example, what’s happening with placements in schools ? Can supervisors calibrate with assessment measures?*
- **Stakeholder engagement** – calibrating Clinical Practice
- How are we connecting course work with field work?
- Make a plan to address gaps in data, like collecting stakeholder data in systematic way
- Let the group decide and planning team enact.
- Kyle has excellent data protocols that we can use for the conversations.
- Two part retreat: Spend retreat time to gain understanding of what we have and where gaps are
- AAA cycle: What do we want to focus on going forward?

Future direction for the groups.

Who will attend in March to make decisions for April?

Laurie, Emiliano, Suzi

- 2 Meetings max with smaller group discussion – late February, Mid March
- Email Jodi if you are thinking of being a volunteer for the committee

4. “Homefun” – Preparing for Fall Site Visit (Robledo)

Site Visit: Nov 6-9

- Spend time digging into program standards with everyone in your program
- Typical questions: how do we meet the current standards within our program. We are not expected to understand how everyone’s program operates according to the standards.
- Laurie and Jodi will plan meetings with those who will be involved in interviews and talk about it more during our Governance Meeting.
- Plan for a pre-visit orientation
- Public Health did a full mock site visit. We can learn from them too.
- We will find or develop list of potential interview questions.