



California State University
SAN MARCOS

COLLEGE OF EDUCATION,
HEALTH & HUMAN SERVICES

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

Spring Planning Meeting Minutes– February 2, 2023

9:00 a.m. - 11:00 a.m.

Zoom: <https://csusm.zoom.us/j/85865010858>

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

[CCTC Advisory Group SharePoint](#)

Agenda & Minutes

Review 1st complete cycle of Continuous Improvement Activities:

Review of CS4.1 Continuous Improvement Graphic and suggestions for revision:

- Set Goals & AAA Cycle, Collect Data, Analyze Data into action plans, Implement Plans & Report Results, Evaluate Assessment System & Process.
- Benchmark 3 Stages: Pre-program (Admission), During program (Progress & Program Completion, Post Program).
- Candidate Benchmarks are program-specific- there are things that does not pertain to us (TPE, TPA) – or should we keep benchmarks and revise wording in the boxes, adding examples to cover all programs.
- Accreditation as a role for Assoc Dean.
- Student Services and role in data collection. Clarifying roles and responsibilities to better support students.
- How to optimize consistency across entire college units.
- Role of Extended Learning
- Assessment specialist role, student services, stake holders survey and data.
- We need data at the unit level.
- CS4.2 covers specifics.

Review timeline for AAA Program Level Plans and Reports

Evaluate Assessment System & Process, policies & Procedures (Reviewed by Jodi/Kyle)

We began this process in Spring of 2021 in order to go through a whole cycle before our CCTC Site Visit; and it was very helpful. We would like to make some revisions to submission timelines now that we have gone through a whole cycle. This will require a little extra work this spring to ensure that we don't lose the work we have done on Program AAA for 2022-2023. Although this is a MULTI-YEAR Assessment and Analysis Process and Structure, Programs will submit both their AAA Plans and Reports Annually. Revisions can occur anytime and as needed. Nevertheless, we will document/archive our continuous improvement process annually via the Program AAA Plans and Reports.

- Program Level AAA Plans for AY 2022-2023 with submission date of February 1st are now collected.
- AAA program plan and their annual report: It was decided that [November 1st](#) would be the new date for CCTC Programs to submit their annual submission of their multi-year AAA program plan and their annual report on progress toward goals. Email to Jodi Robledo or upload to 2022-2023 Program Level AAA Reports Folder at: Program Level CCTC AAA Plans and Reports

Review survey findings for “Unit Level Focus for Continuous Improvement” (Kyle Landin)

We conducted a brief survey of the community to identify a potential theme for our Spring Retreat. The themes were based on the language in the CTC Common Standards. The results of the survey were as follows:

- Effectiveness of Coursework (CS 3) - 26.09% - 6
- Feedback from Key Constituencies (employers, community partners, etc.) (CS 1 & 5) - 26.09% - 6
- Effectiveness of Fieldwork and Clinical Practice (Common Standard 3) - 21.74% - 5
- Effectiveness of Support Services for Candidates (Common Standard 2) - 17.39% - 4
- Analysis of Program Completer Data (completion rates, employment rates, employer satisfaction) (CS 4) - 4.35% - 1
- Analysis of data on candidate preparation to enter professional practice (CS 4) - 4.35% - 1
- Effectiveness of Unit Operations (CS 1) - 0.00% - 0
- Other (write-in): - 0.00% - 0

Choose unit focus for Spring 2023 Retreat

Based on discussion with the CCTC-AG, the group decided to focus on **Feedback from Key Constituencies** for the Spring 2023 CCTC-AG retreat focus.

Suggestion as separate activity: Book, “Street Data”: A Next-Generation Model for Equity, Pedagogy, and School Transformation. by Shane Safir and Jamila Dugan

Spring Retreat Planning Group:

Volunteers: Emiliano Ayala, Laurie Stowell, Rong-Ji Chen, Kyle Landin, Jodi Robledo
Jodi will reach-out to other faculty to join as well.
Planning group will meet on February 16th at 4:00 p.m.

Spring Retreat: **Thursday, April 6, 9:00 – 12:30**