

8/7/2020

FINAL

CONFIDENTIAL

**AOTA
ACCREDITATION COUNCIL FOR OCCUPATIONAL THERAPY EDUCATION
(ACOTE®)**

Minutes

March 27-28, 2020

Virtual Meeting

Members Present

Salvador Bondoc
Harriett Bynum
Beth Cada (Higher Education Administrator)
Patty Coker-Bolt
Mary Ferraro
Donald Frega
Candace Ganz (Public Member)
Alex Jawharjian (Public Member)
Jennifer Kaldenberg
Karen Kershenstein (Public Member)
Lynn Kilburg
Sherry Kolodziejczak
Vanna Lombardi-Gillies
Sabrina Mathews
Renee Ortega
Debra Ouellette
Sheri Purdy
Ketki Raina
Laura Rea
Kelli Reiling Ott
Pam Roberts
Fonda Scott
Barbara Seguine
Doug Simmons

AOTA Staff Participants

Teresa Brininger
Director of Accreditation

Barbara Ostrove
Assistant Director of Accreditation

Angelica Grigsby
Accreditation Program Manager-
ACOTE Support

MINUTES
AOTA ACCREDITATION COUNCIL FOR OCCUPATIONAL THERAPY EDUCATION (ACOTE®)
MARCH 27-28, 2020, VIRTUAL MEETING

| TOPIC | ACTION | RESPONSIBLE |
|--|---|--------------------|
| <u>CALL TO ORDER</u> | The modified Working Rules of the Day for a virtual meeting format and the Conflict of Interest Policy were briefly reviewed. | |
| <u>ACOTE POLICY ON EMERGENCIES AND DISASTERS</u> | <u>ACOTE ACTION:</u> (Motion #1) M/S/P Approved the revised ACOTE Policy VI.J. "Emergencies and Disasters" to include the option of a virtual on-site visit. | |
| <u>COMPLIANCE DELAY WITH THE 2018 ACOTE STANDARDS</u> | <u>ACOTE ACTION:</u> (Motion #2) M/S/P Continue with the timeline for implementation of the 2018 Standards on July 31, 2020. Programs requiring individual consideration may be considered on a case-by-case basis. | |
| <u>MINUTES REVIEW</u> | <u>ACOTE ACTION:</u> (Motion #3) M/S/P Approve the Minutes of the December 6-8, 2019 ACOTE meeting as written. <u>ACOTE ACTION:</u> (Motion #4) M/S/P Approve the Summary of Discussion of the December 6-8, 2019 ACOTE meeting as written. <u>ACOTE ACTION:</u> (Motion #5) M/S/P Approve the Confidential Minutes of the December 6-8, 2019 ACOTE meeting as written. <u>ACOTE ACTION:</u> (Motion #6) M/S/P Approve the January 29, 2020 ACOTE Conference Call Minutes as written. | |
| <u>COHORT NUMBERS</u> | <u>ACOTE ACTION:</u> (Motion #45) M/S/P Use the first cohort number reported by the program in the candidacy application for the entry cohort. An increase of 25% or more would require ACOTE approval through a substantive change request. <u>ACOTE CHARGE:</u> (T. BRININGER) Clarify instructions in the composite report that the cohort size approved by ACOTE is assessed according to the number provided by program. | T. Brininger |
| <u>REVIEW OF CONSENT AGENDAS</u> | <u>ACOTE ACTION:</u> (Motion #28) M/S/P Adopt Consent Agenda #1-Reports of On-Site Evaluation as amended. <u>ACOTE ACTION:</u> (Motion #49) M/S/P Adopt Consent Agenda #2-Reports of Candidacy Review and Reports of Preaccreditation Review as amended. <u>ACOTE ACTION:</u> (Motion #72) M/S/P Adopt Consent Agenda #3-2020 Annual Reports-Additional Review as amended. <u>ACOTE ACTION:</u> (Motion #147) M/S/P Adopt Consent Agenda #4-2020 Annual Reports-No Further Review as written. <u>ACOTE ACTION:</u> (Motion #493) M/S/P Cite an area of noncompliance with Standard A.5.6 for the programs identified with a pass rate below 80%. <u>ACOTE ACTION:</u> (Motion #499) M/S/P Adopt Consent Agenda #5-Plans of Correction, Progress Reports, and Other Reports as amended. <u>ACOTE ACTION:</u> (Motion #556) M/S/P Adopt Consent Agenda #6-Program Director Credentials as amended. <u>ACOTE CHARGE:</u> (T. BRININGER) Include the applicable 2011 and 2018 Standards on action letters to programs. | T. Brininger |

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| <u>NEW BUSINESS</u> | | |
| <p>1. <u>One-Day Site Visits for Transitioning Programs (AIP C.1)</u></p> | <p><u>ACOTE ACTION:</u> (Motion #573) M/S/P Approve the revised ACOTE Policy IV.B.4. "Transitioning Education Levels" to only allow programs that are scheduled to close their accredited OTM/OTA program within 3 years and are scheduled to have the OTD/OTA-B program decision within 3 years to participate in the abbreviated site visit.</p> <p><u>ACOTE CHARGE:</u> (T. BRININGER) Revise ACOTE Policy IV.B.4. "Transitioning Education Levels" as approved by ACOTE, ensure consistency in all documents if needed, and disseminate to stakeholders.</p> <p><u>ACOTE CHARGE:</u> (T. BRININGER) Prepare an AIP for an ACOTE Standing Committee to consider whether the policy should be modified to include additional Standards for an abbreviated site visit.</p> | <p>T. Brininger</p> <p>T. Brininger</p> |
| <p>2. <u>Step One Policy Revisions (AIP C.2)</u></p> | <p><u>ACOTE ACTION:</u> (Motion #574) M/S/P Approve the revised ACOTE Policy III.A.1. "Step One: The Application Review" as amended.</p> <p><u>ACOTE CHARGE:</u> (T. BRININGER) Revise ACOTE Policy III.A.1. "Step One: The Application Review" as approved by ACOTE, ensure consistency in all documents if needed, and disseminate to stakeholders.</p> | <p>T. Brininger</p> |
| <u>OLD BUSINESS</u> | | |
| <p>1. <u>Additional Locations Policy (AIP D.1)</u></p> | <p><u>ACOTE ACTION:</u> (Motion #575) M/S/P Rescind the current ACOTE Policy IV.B.2. "Additional Locations" approved by ACOTE in August 2019 and reinstate the previous policy until a revised policy is ready for review and approved by ACOTE.</p> <p><u>ACOTE CHARGE:</u> (T. BRININGER) Update website publications to reinstate the previous ACOTE Policy IV.B.2. "Additional Locations."</p> <p><u>ACOTE CHARGE:</u> (POLICY AND PROCEDURES COMMITTEE) Revise ACOTE Policy IV.B.2. "Additional Locations" for review and approval by ACOTE in August 2020.</p> | <p>T. Brininger</p> <p>ACOTE Policy and Procedures Committee</p> |
| <p>2. <u>Level I Fieldwork Rigor Template (AIP D.2)</u></p> | <p><u>ACOTE CHARGE:</u> (Standards Committee) Revise the Level I Fieldwork Rigor Template for review and approval by ACOTE in August 2020.</p> | <p>ACOTE Standards Committee</p> |
| <u>MEETING ADJOURNMENT</u> | <p>The meeting was adjourned at 3:34 pm on Saturday, March 28, 2020.</p> | |