

4/2/2022

FINAL

CONFIDENTIAL

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

**Minutes**

December 3-5, 2021

Kimpton Aertson Hotel  
Nashville, Tennessee

**Members Present**

Salvador Bondoc  
Harriett Bynum  
Beth Cada (Higher Education Administrator Member)  
Patty Coker-Bolt  
Alex Jawharjian (Public Member)  
Jennifer Kaldenberg  
Lynn Kilburg  
Sherry Kolodziejczak  
Vanna Lombardi-Gillies  
Sabrina Mathews  
Kristi McLeod  
Sarah Nielsen  
Renee Ortega  
Debra Ouellette  
Sheri Purdy  
Ketki Raina  
Laura Rea  
Kelli Reiling Ott  
Pam Roberts  
Fonda Scott  
Earl "Gip" Seaver (Public Member)  
Dotti Thompson  
Kristy Worrell

**Invited Guest** (12/3-4/2021)  
Elizabeth Daggett, Staff Analyst  
US Department of Education

**AOTA Staff Participants**

Teresa Brininger  
Director of Accreditation  
  
Barbara Ostrove  
Assistant Director of Accreditation

Angelica Grigsby  
Accreditation Program Manager-  
ACOTE Support

Sue Graves (12/4-5/2021)  
Accreditation Program Manager-  
Technical Support

**Absent With Regrets**

Velvet Hewett  
Karen Kershenstein (Public Member)

**MINUTES**  
**AOTA ACCREDITATION COUNCIL FOR OCCUPATIONAL THERAPY EDUCATION (ACOTE®)**  
**DECEMBER 3-5, 2021, NASHVILLE, TENNESSEE**

<b>TOPIC</b>	<b>ACTION</b>	<b>RESPONSIBLE</b>
<b><u>CALL TO ORDER</u></b>	The ACOTE Roster was routed for correction. The Working Rules of the Day and the Conflict of Interest Policy were briefly reviewed.	
<b><u>USDE RECOGNITION</u></b>	<b><u>ACOTE ACTION:</u></b> (Motion #1) M/P Adopt the proposed roadmap and timeline as presented in the PowerPoint presentation to address compliance with USDE regulation 602.17(a) Commonly Accepted Academic Standards.	
<b><u>MINUTES REVIEW</u></b>	<b><u>ACOTE ACTION:</u></b> (Motion #2) <i>[Mathews abstained from discussion and vote]</i> M/S/P Approve the Minutes of the August 6-8, 2021 ACOTE meeting as written.  <b><u>ACOTE ACTION:</u></b> (Motion #3) <i>[Mathews abstained from discussion and vote]</i> M/S/P Approve the Summary of Discussion of the August 6-8, 2021 ACOTE meeting as written.  <b><u>ACOTE ACTION:</u></b> (Motion #4) <i>[Mathews abstained from discussion and vote]</i> M/S/P Approve the Confidential Minutes of the August 6-8, 2021 ACOTE meeting as written.  <b><u>ACOTE ACTION:</u></b> (Motion #5) <i>[Hewett, Jawharjian, Purdy, Raina, Worrell abstained from discussion and vote]</i> M/S/P Approve the September 23, 2021 ACOTE Conference Call Minutes as written.	
<b><u>REVIEW OF CONSENT AGENDAS</u></b>	<b><u>ACOTE ACTION:</u></b> (Motion #32) M/S/P Adopt Consent Agenda #1-Reports of On-Site Evaluation as amended.  <b><u>ACOTE CHARGE:</u></b> (T. BRININGER) For action letters to programs with area(s) of concern cited in the Report of ACOTE (RAC), include language from the policy that failure to correct the identified concerns within 60 days or on the monitoring report in one year will impact the accreditation status of the program.  <b><u>ACOTE ACTION:</u></b> (Motion #63) M/S/P Adopt Consent Agenda #2-Reports of Candidacy Review and Reports of Preaccreditation Review as amended.  <b><u>ACOTE ACTION:</u></b> (Motion #79) M/S/P Adopt Consent Agenda #3-Program Director Credentials as amended.  <b><u>ACOTE ACTION:</u></b> (Motion #132) M/S/P Adopt Consent Agenda #4- Plans of Correction, Progress Reports, and Other Reports as amended.	T. Brininger
<b><u>DISCUSSION OF ITEMS RAISED IN REVIEW OF REPORTS</u></b>		
<b>1. <u>Standard C.1.7. Fieldwork in Behavioral Health or Psychological and Social Factors</u></b>	<b><u>ACOTE CHARGE:</u></b> (T. BRININGER) Ensure that the ESRC considers whether revisions should be made to clarify the expectations of fieldwork in behavioral health or psychological and social factors.	T. Brininger
<b><u>ACOTE EDUCATION</u></b>  <b><u>Standard B.6.6. Preparation for Work in an Academic Setting</u></b>	<b><u>ACOTE CHARGE</u></b> (T. BRININGER) Develop an AIP for the Standards/Special Topics Committee to consider interpretive guide language to distinguish expectations of Standards B.4.21 and B.6.6 and disseminate via the PD News Update and to the RAE on CommunOT.	T. Brininger
<b><u>Standard D.1.5. Length of Doctoral Capstone Experience</u></b>	<b><u>ACOTE CHARGE:</u></b> (T. BRININGER) Develop an AIP for the Standards/Special Topics Committee to draft revised self-study instructions for Standard D.1.5. Length of Doctoral Capstone for inclusion in the eAccreditation portal.	T. Brininger

TOPIC	ACTION	RESPONSIBLE
<b>ACOTE STANDING COMMITTEE REPORTS</b>		
<i>Standards/Special Topics Committee</i>		
1. <b>Standard A.4.4. Publication of Cost of Attendance (AIP D.1.3)</b>	<u>ACOTE CHARGE:</u> (T. BRININGER) Modify the template for Standard A.4.4 related to cost of attendance and disseminate to programs. Revisions include the addition of a miscellaneous category and a clause that there may be additional costs related to fieldwork and to refer to the institution for financial aid information.	T. Brininger
<i>Policies and Procedures Committee</i>		
1. <b>Additional Location Policy (AIP. C.1)</b>	<u>ACOTE CHARGE:</u> (T. BRININGER) Add the definitions for an additional location and distance education to the Standards Glossary.	T. Brininger
<i>Competency and Training Committee</i>		
1. <b>Annual Calendar for Education Topics (AIP B.2)</b>	<u>ACOTE CHARGE:</u> (ACOTE EXECUTIVE COMMITTEE) Review the purpose statement for ACOTE Standing Committees to ensure an adequate support structure is in place.	T. Brininger
<b>MEETING ADJOURNMENT</b>	The meeting was adjourned at 11:30 am on Sunday, December 5, 2021.	