

AOTA
ACCREDITATION COUNCIL FOR OCCUPATIONAL THERAPY EDUCATION (ACOTE®)

Minutes

April 1-2, 2017

Philadelphia Marriott Downtown
Philadelphia, Pennsylvania

Members Present

Deborah Bolding
Teresa Brininger
Harriett Bynum
Patricia Chute (Higher Education
Administrator Member)
Mary Ferraro
Donald Frega
Cyndi Fuchs
Candace Ganz (Public Member)
Tia Hughes
Clyde Jensen (Public Member)
Lynn Kilburg
Mark Kovic
Vanna Lombardi-Gillies
Bruce Marshall (Public Member)
Debra Ouellette
Sheri Purdy
Ketki Raina
Pam Roberts
Terra Ruppert
Fonda Scott
Barbara Seguine
Dee Stanfield
Don Walkovich

AOTA Staff Participants

Neil Harvison
Chief Officer, Division of Academic and
Scientific Affairs

Heather Stagliano
Director of Accreditation

Barbara Ostrove
Assistant Director of Accreditation

Angelica Grigsby
Accreditation Program Manager, Logistics Support

MINUTES
AOTA ACCREDITATION COUNCIL FOR OCCUPATIONAL THERAPY EDUCATION (ACOTE®)
APRIL 1-2, 2017, PHILADELPHIA, PENNSYLVANIA

TOPIC	ACTION	RESPONSIBLE
<u>CALL TO ORDER</u>	ACOTE Chairperson, P. Roberts, called the meeting to order at 8:00 am. The Conflict of Interest Policy and the Working Rules of the Day were briefly reviewed.	
<u>MINUTES REVIEW</u>	<p><u>ACOTE ACTION:</u> (Motion #1) M/S/P Approve the Minutes of the December 2-4, 2016 ACOTE meeting as written.</p> <p><u>ACOTE ACTION:</u> (Motion #2) M/S/P Approve the Summary of Discussion of the December 2-4, 2016 ACOTE meeting as written.</p> <p><u>ACOTE ACTION:</u> (Motion #3) M/S/P Approve the Confidential Minutes of the December 2-4, 2016 ACOTE meeting as written.</p> <p><u>ACOTE ACTION:</u> (Motion #4) [1 abstention] M/S/P Approve the February 8, 2017 Conference Call Minutes as written.</p>	
<u>INDIVIDUAL PROGRAM ACTIONS</u>	<u>ACOTE ACTION:</u> (Motion #5) M/S/P Cite an area of noncompliance for the identified programs related to ACOTE Standard A.5.6. Certification Exam Pass Rate for having an NBCOT 3-year pass rate (2014-2016) or new program 2-year pass (2015-2016) below 80%.	
<u>ACOTE EDUCATION SESSION</u>	<u>ACOTE CHARGE:</u> (ACOTE EXECUTIVE COMMITTEE) Investigate development of an online tutorial or required attendance at a program development or self-study preparation workshop and report recommendations to ACOTE at the August 2017 meeting.	ACOTE Executive Committee
<u>DISCUSSION OF ISSUES RAISED IN REVIEW GROUPS</u>		
1. <u>Fieldwork Letters of Intent</u>	<u>ACOTE CHARGE:</u> (H. STAGLIANO) Develop an AIP to include required bulleted items listed in ACOTE Online and a fieldwork letter of intent template for review at the August 2017 ACOTE meeting.	H. Stagliano
2. <u>Fieldwork Memorandums of Understanding</u>	<u>ACOTE CHARGE:</u> (H. STAGLIANO) Include instructions and screenshots in the PD Newsletter to complete the Fieldwork Sites tab in ACOTE Online. Investigate other options, such as mandating use of the tab or removing the upload button for this Standard.	H. Stagliano
3. <u>Annual Report Issues</u>	<p><u>ACOTE CHARGE:</u> (H. STAGLIANO) Investigate a reporting mechanism for noting approved minor and significant program changes.</p> <p><u>ACOTE CHARGE:</u> (H. STAGLIANO) Remove webpage publication items from future Annual Report motion forms.</p>	<p>H. Stagliano</p> <p>H. Stagliano</p>
<u>REVIEW OF CONSENT AGENDA</u>	<p><u>ACOTE ACTION:</u> (Motion #44) M/S/P Adopt Consent Agenda #1-Reports of On-Site Evaluation as amended</p> <p><u>ACOTE ACTION:</u> (Motion #66) M/S/P Adopt Consent Agenda #2-Reports of Candidacy Review and Reports of Preaccreditation Review as amended.</p> <p><u>ACOTE ACTION:</u> (Motion #88) M/S/P Adopt Consent Agenda #3-Annual Reports as amended.</p> <p><u>ACOTE ACTION:</u> (Motion #476) M/S/P Adopt Consent Agenda #4-Plans of Correction, Progress Reports, and Other Reports as amended.</p> <p><u>ACOTE ACTION:</u> (Motion #576) M/S/P Adopt Consent Agenda #5-Program Director Credentials as amended.</p>	

TOPIC	ACTION	RESPONSIBLE
<u>REPORT - ACOTE POSTPROFESSIONAL TASKFORCE</u>	<u>ACOTE ACTION:</u> (Motion #585) M/S/P ACOTE will not continue further development of the postprofessional doctorate guidelines, and strongly urge AOTA to continue development of guidelines to support quality and rigor of postprofessional doctoral degree programs across the country.	
<u>REPORT - ACOTE VISIONING TASKFORCE</u>	<u>ACOTE CHARGE:</u> (H. STAGLIANO) Include time on the August 2017 agenda to discuss and consider a proactive approach for the next 10-15 years.	H. Stagliano
<u>NEW BUSINESS</u>		
1. <u>Updates to ACOTE Mission Statement (AIP C.2)</u>	<u>ACOTE ACTION:</u> (Motion #586) M/S/P Adopt the revised ACOTE mission as amended: "The Accreditation Council for Occupational Therapy Education (ACOTE) ensures quality occupational therapy education by developing accreditation standards and verifying implementation to support the preparation of competent occupational therapists and occupational therapy assistants." <u>ACOTE CHARGE:</u> (H. STAGLIANO) Revise the ACOTE Mission Statement as directed by ACOTE. Ensure accreditation information on the AOTA website states that ACOTE is an autonomous entity.	H. Stagliano
2. <u>Interpretation of Standard C.1.5 Sufficient Fieldwork Agreements (AIP C.1)</u>	<u>ACOTE ACTION:</u> (Motion #587) M/S/P Adopt draft Standard Interpretive Guide language for Standard C.1.5 as revised: <i>"PROGRAMS MUST HAVE AMPLE LEVEL I AND LEVEL II FIELDWORK PLACEMENTS FOR ALL STUDENTS IN A VARIETY OF SETTINGS CONSISTENT WITH THE CURRICULUM DESIGN."</i> <u>ACOTE CHARGE:</u> (H. STAGLIANO) Revise the ACOTE Standards and Interpretive Guide to add language for Standard C.1.5 as directed by ACOTE.	H. Stagliano
<u>STANDARDS REVIEW DISCUSSION</u>	<u>ACOTE CHARGE:</u> (H. STAGLIANO) Provide resources utilized by the experiential learning ad hoc committee to ACOTE prior to the August 2017 meeting.	H. Stagliano
<u>MEETING ADJOURNMENT</u>	The meeting was adjourned at 2:45 pm on Sunday, April 2, 2017.	