

AOTA  
ACCREDITATION COUNCIL FOR OCCUPATIONAL THERAPY EDUCATION (ACOTE®)

**Minutes**

August 3-6, 2017

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  
Alex Jawharjian (Auditor-Public Member)  
Clyde Jensen (Public Member)  
Lynn Kilburg  
Sherry Kolodziejczak (Auditor)  
Mark Kovic  
Vanna Lombardi-Gillies  
Bruce Marshall (Public Member)  
Sabrina Mathews (Auditor)  
Debra Ouellette  
Sheri Purdy  
Ketki Raina  
Laura Rea (Auditor)  
Kelli Reiling (Auditor)  
Pam Roberts  
Terra Ruppert  
Fonda Scott  
Barbara Seguine  
Don Walkovich

Renaissance Pittsburgh  
Pittsburgh, Pennsylvania

AOTA Staff Participants

Neil Harvison  
Chief Professional Affairs Officer  
  
Heather Stagliano  
Associate Chief Officer for Accreditation  
  
Barbara Ostrove  
Assistant Director of Accreditation  
  
Angelica Grigsby  
Accreditation Program Manager, Logistics Support

**MINUTES**  
**AOTA ACCREDITATION COUNCIL FOR OCCUPATIONAL THERAPY EDUCATION (ACOTE®)**  
**AUGUST 3-6, 2017, PITTSBURGH, PENNSYLVANIA**

<b>TOPIC</b>	<b>ACTION</b>	<b>RESPONSIBLE</b>
<b><u>CALL TO ORDER</u></b>	ACOTE Chairperson, P. Roberts, called the meeting to order at 8:00 am. The ACOTE Roster was routed for correction. The Conflict of Interest Policy and the Working Rules of the Day were briefly reviewed.	
<b><u>STANDARDS REVIEW DISCUSSION</u></b>	<p><b><u>ACOTE ACTION:</u></b> (Motion #1) <i>[4 opposed]</i>  M/S/P Revise draft ACOTE Standard A.2.4 to require the academic fieldwork coordinator to have at least two years clinical experience as an occupational therapy practitioner.</p> <p><b><u>ACOTE ACTION:</u></b> (Motion #2) <i>[1 opposed]</i>  M/S/P Revise draft ACOTE Standard A.2.7 (OTA-B and OTA-A) to require each program to have at a minimum a core faculty occupational therapist and core faculty occupational therapy assistant.</p> <p><b><u>ACOTE ACTION:</u></b> (Motion #3) <i>[1 opposed]</i>  M/S/P Revise the draft ACOTE Standards for C.1.9 to document a maximum of 80 (OT)/40 (OTA) hours of Level I experiences in a combination of the bulleted instructional methods.</p> <p><b><u>ACOTE ACTION:</u></b> (Motion #4) <i>[4 opposed, 1 abstention]</i>  M/S/P Revise the draft ACOTE Standards to delete C.1.7 and add appropriate terminology to another Standard to require that all fieldwork experiences have an objective that addresses mental health.</p>	
<b><u>MINUTES REVIEW</u></b>	<p><b><u>ACOTE ACTION:</u></b> (Motion #5)  M/S/P Approve the Minutes of the April 1-2, 2017 ACOTE meeting as written.</p> <p><b><u>ACOTE ACTION:</u></b> (Motion #6)  M/S/P Approve the Summary of Discussion of the April 1-2, 2017 ACOTE meeting as written.</p> <p><b><u>ACOTE ACTION:</u></b> (Motion #7)  M/S/P Approve the Confidential Minutes of the April 1-2, 2017 ACOTE meeting as written.</p> <p><b><u>ACOTE ACTION:</u></b> (Motion #8) <i>[3 abstentions]</i>  M/S/P Approve the June 27, 2017 Conference Call Minutes as written.</p>	
<b><u>REVIEW OF CONSENT AGENDAS</u></b>	<p><b><u>ACOTE ACTION:</u></b> (Motion #58)  M/S/P Adopt Consent Agenda #1-Reports of On-Site Evaluation as amended.</p> <p><b><u>ACOTE ACTION:</u></b> (Motion #77)  M/S/P Adopt Consent Agenda #2-Reports of Candidacy Review and Reports of Preaccreditation Review as amended.</p> <p><b><u>ACOTE ACTION:</u></b> (Motion #94)  M/S/P Adopt Consent Agenda #3-Program Director Credentials as amended.</p> <p><b><u>ACOTE ACTION:</u></b> (Motion #140)  M/S/P Adopt Consent Agenda #4-Plans of Correction, Progress Reports, Additional Annual Report Information, and Other Reports as amended.</p> <p><b><u>ACOTE ACTION:</u></b> (Motion #280)  M/S/P Adopt Consent Agenda #5-Interim Reports as amended.</p>	
<b><u>ENTRY-LEVEL DEGREE</u></b>	<p><b><u>ACOTE ACTION:</u></b> (Motion #297) <i>[17 in favor, 5 opposed]</i>  M/S/P Move the entry-level degree for the occupational therapist from the master's to the doctoral degree.</p> <p><b><u>ACOTE ACTION:</u></b> (Motion #298) <i>[21 in favor; 1 opposed]</i>  M/S/P Move the entry-level degree for the occupational therapy assistant from the associate to baccalaureate degree.</p>	

TOPIC	ACTION	RESPONSIBLE
	<u>ACOTE CHARGE:</u> (ACOTE Executive Committee) Draft an implementation plan for review prior to a conference call.	H. Stagliano
<b><u>NEW BUSINESS</u></b>		
1. <b><u>Third Party Comment</u></b>	<u>ACOTE ACTION:</u> (Motion #299) M/S/P Adopt the revised ACOTE Policy VI.H. "Third-Party Comment" as written.	
2. <b><u>Inactive Fees</u></b>	<u>ACOTE ACTION:</u> (Motion #300) M/S/P Adopt the revised ACOTE Policy V.A. "Fees" as written.	
<b><u>ACOTE STANDING COMMITTEE REPORTS</u></b>		
1. <b><u>Transitioning OTA-A to OTA-B (AIP D.1)</u></b>	<u>ACOTE CHARGE:</u> (H. STAGLIANO) Include the language regarding the additional level in all other policies.	H. Stagliano
2. <b><u>Annual Report (AIP D.5)</u></b>	<u>ACOTE CHARGE:</u> (H. STAGLIANO) Update materials to move annual report employment rates from 6 to 12 months.	H. Stagliano
3. <b><u>Template for Level II Fieldwork Letters of Intent (AIP D.6)</u></b>	<u>ACOTE CHARGE:</u> (H. STAGLIANO) Approve use of the template for Level II fieldwork letters of intent as an exemplar.	H. Stagliano
<b><u>MEETING ADJOURNMENT</u></b>	The meeting was adjourned at 10:15 am on Sunday, August 6, 2017.	