

7/26/2019

FINAL

CONFIDENTIAL

AOTA
ACCREDITATION COUNCIL FOR OCCUPATIONAL THERAPY EDUCATION
(ACOTE®)

Minutes

April 6-7, 2019

Sheraton New Orleans
New Orleans, Louisiana

Members Present

Teresa Brininger
Harriett Bynum
Beth Cada
Patty Coker-Bolt
Mary Ferraro
Donald Frega
Cyndi Fuchs
Candace Ganz (Public Member)
Alex Jawharjian (Public Member)
Lynn Kilburg
Sherry Kolodziejczak
Mark Kovic
Vanna Lombardi-Gillies
Bruce Marshall (Public Member)
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

Sabrina Salvant
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 6-7, 2019, NEW ORLEANS, LOUISIANA

TOPIC	ACTION	RESPONSIBLE
<u>CALL TO ORDER</u>	<p>The ACOTE Roster was routed for correction. The Conflict of Interest Policy and the Working Rules of the Day were briefly reviewed.</p> <p><u>ACOTE CHARGE:</u> (S. SALVANT) Share the PowerPoint presentation from the Education Session on Trends in Higher Education and Policy Impacting OT Education with ACOTE members.</p>	S. Salvant
<u>MINUTES REVIEW</u>	<p><u>ACOTE ACTION:</u> (Motion #1) M/S/P Approve the Minutes of the November 30-December 2, 2018 ACOTE meeting as written.</p> <p><u>ACOTE ACTION:</u> (Motion #2) M/S/P Approve the Summary of Discussion of the November 30-December 2, 2018 ACOTE meeting as written.</p> <p><u>ACOTE ACTION:</u> (Motion #3) M/S/P Approve the Confidential Minutes of the November 30-December 2, 2018 ACOTE meeting as written.</p> <p><u>ACOTE ACTION:</u> (Motion #4) M/S/P Approve the January 9, 2019 ACOTE Conference Call Minutes as written.</p> <p><u>ACOTE ACTION:</u> (Motion #5) M/S/P Approve the January 28, 2019 ACOTE Conference Call Minutes as written.</p>	
<u>REVIEW OF CONSENT AGENDAS</u>	<p><u>ACOTE ACTION:</u> (Motion #31) M/S/P Adopt Consent Agenda #1-Reports of On-Site Evaluation as amended.</p> <p><u>ACOTE ACTION:</u> (Motion #49) 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 #63) M/S/P Adopt Consent Agenda #4-2019 Annual Reports-No Further Review as written.</p> <p><u>ACOTE ACTION:</u> (Motion #202) M/S/P Adopt Consent Agenda #3-2019 Annual Reports-Additional Review as amended.</p> <p><u>ACOTE ACTION:</u> (Motion #486) M/S/P Adopt Consent Agenda #5-Plans of Correction, Progress Reports, and Other Reports as amended.</p> <p><u>ACOTE ACTION:</u> (Motion #548) M/S/P Adopt Consent Agenda #6-Program Director Credentials as amended.</p> <p><u>ACOTE CHARGE:</u> (S. SALVANT) Include an agenda item on a future meeting to consider whether a mandated statement regarding disclosure of probationary status should be implemented.</p> <p><u>ACOTE CHARGE:</u> (S. SALVANT) Include discussion of the purpose and questions on the Annual Report as an AIP or workgroup item at a future meeting.</p> <p><u>ACOTE CHARGE:</u> (S. SALVANT) Include a reminder in the next PD Newsletter for directors to ensure licensure dates are updated in the "Faculty" tab of ACOTE Online.</p>	<p>S. Salvant</p> <p>S. Salvant</p> <p>S. Salvant</p>

TOPIC	ACTION	RESPONSIBLE
<u>ACTION ON NBCOT PASS RATE DATA</u>	<u>ACOTE ACTION:</u> (Motion #481) M/S/P Cite an area of noncompliance with Standard A.5.6 for the programs identified with a pass rate below 80%.	
<u>REPORT - ADDITIONS/CHANGES AND DISTANCE EDUCATION COMMITTEE</u>	<u>ACOTE CHARGE:</u> (S. SALVANT) Forward the draft USDE recommendations (not final consensus) to the committee to ensure pending changes are incorporated into the draft policy on distance education. <u>ACOTE CHARGE:</u> (S. SALVANT) Solicit information from ASPA members regarding distance education requirements of other professions to inform the committee.	S. Salvant S. Salvant
<u>NEW BUSINESS</u>		
<u>1. Clarification of Doctoral Capstone Mentor - Standard D.1.6 (AIP C.1)</u>	<u>ACOTE CHARGE:</u> (S. SALVANT) Revise the sample on-site schedule for OTD and OTA-B programs to address the doctoral capstone and baccalaureate project.	S. Salvant
<u>2. Policy on Transitioning Education Levels (AIP C.2)</u>	<u>ACOTE ACTION:</u> (Motion # 561) M/S/P Adopt the revised ACOTE Policy IV.B.4. "Transitioning Education Levels." <u>ACOTE CHARGE:</u> (S. SALVANT) Revise ACOTE Policy IV.B.4. "Transitioning Education Levels" as directed by ACOTE and notify programs of the revised policy.	S. Salvant
<u>REVISED CANDIDACY APPLICATION PROCESS</u>	<u>ACOTE ACTION:</u> (Motion #562) M/S/P Adopt the revised ACOTE Policy III.A. "Overview of the Initial Accreditation Process" and III.A.I. "Step One: The Application Review" as drafted. <u>ACOTE CHARGE:</u> (S. SALVANT) Revise ACOTE Policy III.A. "Overview of the Initial Accreditation Process" and III.A.I. "Step One: The Application Review" as directed by ACOTE and notify programs of the revised policy. Edit other documents and policies as required for consistency with the revised policies. <u>ACOTE CHARGE:</u> (S. SALVANT) Send notice of the new committee structure/committee charge/chairperson to ACOTE members and request ranking of preferred committee participation. The Executive Committee will assign committee composition based on survey results and distribution of educators/practitioners.	S. Salvant S. Salvant
<u>UPDATE ON ENTRY-LEVEL OT AND OTA DEGREES</u>	<u>ACOTE ACTION:</u> (Motion #563) M/S/P In recognition of RA Motion 1 to update Policy E.6. approved on 4/4/2019, there is no ACOTE deadline required for programs desiring to transition degree level. <u>ACOTE CHARGE:</u> (S. SALVANT) Review programs recently accredited and provide 10-year accreditation terms and revised certificates to those affected by the mandate.	S. Salvant
<u>Candidacy and Transitioning Programs</u>	<u>ACOTE ACTION:</u> (Motion #564) M/S/P For programs transitioning degree levels and closing the master's or associate degree level, the program remains eligible for an abbreviated on-site visit to the master's or associate's degree level program. <u>ACOTE ACTION:</u> (Motion #565) M/S/P If a transitioning program has already completed an abbreviated on-site for the master's degree level and now opts to retain the master's degree level program, a full site visit will be required prior to the teach-out plan previously provided for the master's degree program.	

TOPIC	ACTION	RESPONSIBLE
	<p><u>ACOTE ACTION:</u> (Motion #566) M/S/P For programs in the queue to have an abbreviated on-site visit for the master's level and now opt to retain the master's degree level program, a full self-study and on-site visit will be required for the master's degree level program.</p> <p><u>ACOTE ACTION:</u> (Motion #567) M/S/P In recognition of RA Motion 1 to update Policy E.6. approved on 4/4/2019, ACOTE will accept letters of intent for master's level educational programs.</p> <p><u>ACOTE CHARGE:</u> (S. SALVANT) Contact programs to determine whether they plan to proceed with a transition to a higher degree level and adjust timelines and processes as needed.</p>	S. Salvant
<p><u>UPDATE ON ACOTE – AOTA RELATIONSHIP</u></p>	<p><u>ACOTE CHARGE:</u> (S. SALVANT) Include communication in the next PD Newsletter regarding the entry-level degree decision, transitioning program policies, and clarification of the current status of the memorandum of understanding with AOTA.</p>	S. Salvant
<p><u>MEETING ADJOURNMENT</u></p>	<p>The meeting was adjourned at 12:30 pm on Sunday, April 7, 2019.</p>	