

Commission on Opticianry Accreditation

Semi-Annual Meeting, March 22, 2023

Zoom Meeting

Summary of Major Actions and Discussion

(These are not the official minutes of the COA semi-annual meeting)

Commissioners:

Lisa Bourque, OAA
Bryan Goh, NFOS
Kristina Green, OAA
Judy Lew, NAO, Vice Chair
Joseph P. Ludovici, Public Member
Pablo Mercado, NAO
Thomas Neff, NAO, Chair, Presiding
Doug Nunes, OAA
Mary Seguiti, NFOS,

Not present:

Janet Alspaugh, NAO
Yvonne Pelkey, OAA

Guests:

Deborah DeLoach, Commission Appointee 2023/24, NFOS
Jayne Weinberger EdD

Staff: Debra White, COA Director of Accreditation

Acronyms:

NAO – National Academy of Opticianry
OAA – Opticians Association of America
NFOS – National Federation of Opticianry Schools

I. Call to Order

A. Neff called the meeting to order at 6:03pm.

II. Conflict of Interest and Agreement of Confidentiality

White is in possession of all signed forms.

III. Total Quality Leadership (TQL)

Motion made and passed to accept ground rules for the meeting.
Ludovici appointed Timekeeper

IV. Chairperson's Report

A. Update on Activities
A new program is in the process of applying for initial accreditation.

V. Director of Accreditation Report

- A. Spring 2023 On-site Visits
 - 1. Camden County College, NJ
 - 2. Hillsborough Community College, FL
 - 3. Middlesex Community College, CT
- B. Fall 2023 On-site Visits
 - 1. Erie Community College, NY
 - 2. Southwestern Community College, NC
- C. Administrative Updates
 - 1. September 2022 meeting minutes were approved last fall
 - 2. There was a discussion about the eligibility of Daytona State College graduates taking the Florida State Board. White will send a letter to the program, the Florida DOE, and the Florida Licensing Board about the issues.

VI. Treasurer's Report

Low presented the financial report. There was discussion about the commission's income. The financial report was accepted.

VII. Strategic Planning

The Strategic Plan will be reviewed in the fall meeting.

VIII. Accreditation and Reaffirmation of Accreditation

- 1. Raritan Valley Community College, Branchburg, NJ
Neff asked if anyone was associated with Raritan Valley Community College. No one self-identified. The program meets all of the requirements of *The Essentials*. A motion was made, seconded, discussed and passed to grant six-years accreditation.

IX. Progress Reports

- 1. College of Southern Nevada, NV
Neff asked if anyone was associated with College of Southern Nevada. No one self-identified. The one non-compliance identified during the on-site visit has been satisfied. A motion was made, seconded, discussed and passed to accept the progress report.
- 2. Essex County College, NJ
Neff asked if anyone was associated with Essex County College. No one self-identified. Several concerns from last fall's annual report have been satisfied. A motion was made, seconded, discussed and passed to accept the progress report.
- 3. Roane State Community College, TN
Neff asked if anyone was associated with Roane State Community College. No one self-identified. The concerns identified in last fall's annual report have been satisfied. A motion was made, seconded, discussed and passed to accept the progress report.

X. Annual Reports – Dispensing (none due from Certificate programs)

- 1. Benjamin Franklin Cummings Institute of Technology, Boston, MA
Neff asked if anyone was associated with Benjamin Franklin Cummings Institute of Technology. Bourque was placed in the waiting room. The institution has a name change. The program has made several changes that are acceptable to the Commissioners. The

Program Director requested an extension to their next on-site visit, and Neff granted a 6-month extension to the 2024 accreditation expiration. A motion was made, seconded, discussed and passed to accept the annual report. Bourque returned to the meeting.

2. Broward College, Coconut Creek, FL
Neff asked if anyone was associated with Broward College. No one self-identified. The program has made several changes that are acceptable to the Commissioners. A motion was made, seconded, discussed and passed to accept the annual report.
3. Camden County College, Blackwood, NJ – Statistics only,
Neff asked if anyone was associated with Camden County College. No one self-identified. A motion was made, seconded, discussed and passed to accept the annual report.
4. College of Southern Nevada, Las Vegas, NV
Neff asked if anyone was associated with College of Southern Nevada. No one self-identified. A motion was made, seconded, discussed and passed to accept the annual report.
5. Erie Community College, Williamsville, NY –Statistics only
Neff asked if anyone was associated with Erie Community College. No one self-identified. A motion was made, seconded, discussed and passed to accept the annual report. .
6. Hillsborough Community College, Tampa, FL – Statistics only
Neff asked if anyone was associated with Hillsborough Community College. Seguiti, Lew and Neff were placed in the waiting room. A motion was made, seconded, discussed and passed to accept the annual report. Seguiti, Lew and Neff returned to the meeting
7. New York College of Technology, Brooklyn, NY
Neff asked if anyone was associated with New York College of Technology. Guest Weinberger logged out. There are several personnel changes in the institution and the program. There are several issues identified by the program personnel that are being addressed. A motion was made, seconded, discussed and passed to not accept the annual report and require a progress report.
8. Ogeechee Technical College, Statesboro, GA
Neff asked if anyone was associated with Ogeechee Technical College. Guest DeLoach was placed in the waiting room. There are issues that are the result of low number of students in the degree program. A motion was made, seconded, discussed and passed to not accept the annual report and require a progress report. DeLoach returned to the meeting
9. Raritan Valley Community College, Branchburg, NJ – statistics only
Neff asked if anyone was associated with Raritan Valley Community College. No one self-identified. A motion was made, seconded, discussed and passed to not accept the annual report until one issue is clarified.

XI. Old Business

A. Committee Reports

1. Evaluator Workshop and Sample Self Study Update

The Committee is ready to submit the evaluator Workshop to White. We will work out the quiz portion on Microsoft. Once it's published, we will ask the volunteer evaluators to take the new workshop. The committee is still working on the Sample Self Study Update. White thanked the committee for all of the hard work. Bourque has volunteered to join this committee.

2. State license benchmark for programs not reporting ABO/NCLE
The problem with getting pass/fail statistics for one of the states was discussed. This information is critical to our evaluation of the individual program's statistics, and keeping consistent requirements for all of the programs. Possible solutions were discussed.

XII. New Business

- A. Vote for new COA Director
There was a discussion of the process of advertising the position Director of Accreditation to succeed Debra White, who is retiring from the position. Weinberger applied, and her credentials were reviewed. A motion was made, seconded, discussed and passed to hire Dr. Jayne Weinberger to replace retiring White as Director of Accreditation.
- B. Farewell to Retiring Commissioners
Neff thanked the retiring Commissioners Nunes and Seguiti for all of their hard work. They have served on numerous committees and on-site visits. NFOS is appointing Deborah DeLoach. We still await information on the OAA appointee.
- C. Date for Next Meeting
The decision on date and place for the fall 2023 meeting will occur once Weinberger is on board.
- D. Meetings for Director to attend – State Leadership, NFOS
This conversation will take place with the new Director.
- E. Discussion of ABO/NCLE Board Member Appointment to COA
The issue of representation of industry organizations on the COA was discussed. No decisions were made.

XIII. Adjournment

Meeting was adjourned at 9:50pm.