

Commission on Opticianry Accreditation

Semi-Annual Meeting, October 4, 2023

Zoom Meeting

Summary of Major Actions and Discussion

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

Commissioners:

Janet Alspaugh, NAO
Lisa Bourque, OAA
Ledonna Buckner, OAA
Deborah DeLoach, NFOS
Bryan Goh, NFOS, Treasurer
Judy Lew, NAO, Vice Chair
Joseph P. Ludovici, Public Member
Pablo Mercado, NAO
Thomas Neff, NAO, Chair, Presiding

Not present:

Kristina Green, OAA
Yvonne Pelkey, OAA

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

Staff: Ellen Norris, Assistant Director of Accreditation
Jayne Weinberger, Director of Accreditation

I. Call to Order

A. Neff called the meeting to order at 5:35 pm. Participants introduced themselves.

II. Conflict of Interest and Agreement of Confidentiality – Weinberger

Weinberger is in possession of all signed forms.

III. Total Quality Leadership (TQL)

Motion to accept the ground rules passed. Goh was assigned timekeeper.

IV. Approval of Minutes of March 22, 2023

Motion to accept the Minutes of the March 22 2023 meeting was seconded, discussed, and passed.

V. Chairperson's Report – Neff

Neff briefly discussed the transition of the Director of Accreditation from White to Weinberger.

VI. Director of Accreditation Report – Weinberger

Weinberger discussed several aspects of the Director transition in more detail.

There are new program directors at NYCCT, Raritan Valley, Essex County, and Hillsborough.

COA was notified that Wiregrass CC will sunset the Opticianry program by mid-2024.

Six-month extensions were granted to Benjamin Franklin Cummings and NYCCT for their upcoming reaffirmation of accreditation on-site visits.

Weinberger attended National Federation of Opticianry Schools at Vision Expo West

Fall 2023 Onsite Visits

- Reaffirmation: SUNY Erie in Williamsville, NY on October 23, 24
- Initial: Southwestern Community College in Sylva, NC on November 13-15

Spring 2024 Onsite Visits

- Reaffirmation: Broward College in Coconut Creek, FL
- Reaffirmation: Essex County College in Newark, NJ

VII. Treasurer's Report – Goh

The current financial report was discussed.

VIII. Reaffirmation of Accreditation

1. Camden County College, Blackwood, NJ – Ludovici
Neff asked if anyone was associated with Camden County College. No one self-identified. A motion was made, seconded, discussed and passed to grant six-years accreditation.
2. Hillsborough Community College, Tampa, FL – DeLoach
Neff asked if anyone was associated with Hillsborough Community College. Neff recused himself. A motion was made, seconded, discussed and passed to grant six-years accreditation.
3. Middlesex Community College, Middletown, CT – Neff
Neff asked if anyone was associated with Middlesex Community College. Goh recused himself. A motion was made, seconded, discussed and passed to grant six-years accreditation, with the requirement that the lack of an office be addressed in a progress report in the spring.
Goh returned to the meeting.

IX. Progress Reports

1. New York City College of Technology, Brooklyn, NY
Neff asked if anyone was associated with NYCCT. A motion was made, seconded, an passed to accept the progress report and request another report on the continuing improvement of the NCLE pass rates in 6 months.

2. Ogeechee Technical College, Statesboro, GA
Neff asked if anyone was associated with Ogeechee. DeLoach left the room. A motion was made, seconded, and passed to accept the progress report and request another in one year on the continued improvement of graduation and pass rates.
3. Raritan Valley Community College, Somerville, NJ
Neff asked if anyone was associated with Raritan Valley. No one self-identified. A motion was made, seconded, and passed to accept the progress report and request another in the spring 2024 on the results of the new 5-step plan.

X. Annual Reports

1. Durham Technical Community College, Durham, NC
Neff asked if anyone was associated with Durham. Alspaugh and Norris left the room. A motion was made, seconded, discussed and passed to accept the Annual Report. Alspaugh and Norris returned to the meeting.
2. Essex County College, Newark, NJ
Neff asked if anyone was associated with Essex County College. No one self-identified. A motion was made, seconded, discussed and passed to accept the Annual Report
3. Reynolds Community College, Richmond, VA
Neff asked if anyone was associated with Reynolds. Buckner left the room. . No one self-identified. A motion was made, seconded, discussed and passed to accept the Annual Report. Buckner returned to the room.
4. Miami Dade College, Miami, FL
Neff asked if anyone was associated with Miami Dade College. No one self-identified. A motion was made, seconded, discussed and passed to accept the Annual Report with a required Progress report in 6 months to address a missed minimum statistic and the results of the action plan.
5. Middlesex Community College (statistics only), Middletown, CT
Neff asked if anyone was associated with Middlesex. Goh left the room. A motion was made, seconded, discussed and passed to accept the Annual Report with a required progress report addressing the graduation rate.

6. Roane State Community College, Harriman, TN
Neff asked if anyone was associated with Roane State. No one self-identified. A motion was made, seconded, discussed and passed to accept the Annual Report with a required progress report addressing the NCLE pass rates.
7. Southwestern Indian Polytechnic Institute (degree), Albuquerque, NM,
Neff asked if anyone was associated with SIPI. No one self-identified. A motion was made, seconded, discussed and passed to accept the Annual Report, with the recommendation that a goal to pass the ABO be added and inclusion of information about the plan to help students afford the exam be in the next annual report.
8. Wiregrass Georgia Technical College, Valdosta, GA
Neff asked if anyone was associated with Wiregrass. No one self-identified. A motion was made, seconded, discussed and passed to accept the Annual Report.
9. Tri-Service Optician School, Yorktown, VA
Neff asked if anyone was associated with TOPS. No one self-identified. A motion was made, seconded, discussed and passed to accept the Annual Report.
10. Southwestern Indian Polytechnic Institute (laboratory) Albuquerque, NM –
Neff asked if anyone was associated with SIPI. No one self-identified. A motion was made, seconded, discussed and passed to accept the Annual Report.

XI. Old Business

- A. Evaluator's Workshop and Sample Self Study – Neff, Alspaugh, Goh, Bourque
The new Evaluator Workshop, sample Self Study Report ,and Evaluator's Checklist are in progress and will be reported on at the next meeting.
- B. By Laws – Bourque, Goh
Verbiage changes to the By Laws were discussed and approved by motion. Mechanics of the quorum and possibly changing the number of the quorum was discussed and postponed to the next meeting. A motion was made, seconded, and passed to accept the current recommended changes.
- C. Strategic Planning – Pelkey, Neff
A motion was made, seconded, and passed to accept the current recommended changes.

- D. *Essentials* Review – Green, Pelkey
No report.

XII. New Business

- A. Annual Accreditation Fee for Programs
The current automatic 1% increase was discussed.
- B. Date/Location of Next Meeting
The next meeting will be in-person. Date and place were discussed.
There will be a poll later in the year to set the spring meeting.
- C. CHEA Meeting for Director
Weinberger requested permission to attend the annual meeting of CHEA in Washington, DC. A motion was made, seconded, discussed and passed to send Weinberger to the annual CHEA meeting.
- D. Election of Officers
Election of officers for the next two years was held. The results are
- Goh Chair
 - Lew Vice-Chair
 - Bourque Treasurer
- E. Other New Business
- The Commissioners agreed that it is important for Weinberger to attend industry meetings as she sees fit.
 - Weinberger was asked to redesign the name tags used at on-sites, perhaps in color with logo, to better present the Commission.

XIII. Adjournment

The meeting was adjourned at 9:54 pm.