

CAPPA ACCREDITATION BOARD

Fourth Annual Report

September 1, 2009 – August 31, 2010

The Accreditation Board's membership in 2009-10 was:

Ian Clark (Chair, three-year term to December 31, 2012)

Luc Bernier (two-year term December 31, 2011)

John Langford (two-year term to December 31, 2011)

Peter Aucoin (two-year term to December 31, 2011)

Nancy Olewiler (two-year term to December 31, 2011)

Meetings

The Board met once in 2009-10, via teleconference on February 19, 2010. Minutes are attached. Because all the members were new to the Board, the Chair invited the past Board Chair, Leslie Pal, to attend the entire meeting, along with Daniel Oettl, MPP 2011, who acted as Secretary to the Board. The meeting discussed the role of the Board, the work of the Board to date, the use of the PPG Portal to store and share Board documents, the need for a longer term work plan, and how to make the accreditation process less administratively burdensome and even more useful to members.

Schools/Review Schedule

No Schools had been scheduled for review in 2009-10.

Expenses and Revenues (September 1, 2010 – August 31, 2011)

Please consult the CAPPA annual financial report, since the Accreditation Board's financial transactions (e.g., receipt of accreditation fee, payment of expenses for site visits) were managed through CAPPA.

Respectfully submitted on behalf of the Board, May 26, 2012

Ian D. Clark

CAPPA Accreditation Board

Teleconference Meeting
12:00 pm to 1:00 pm Eastern Standard Time, Friday February 19, 2010

MINUTES

Accreditation Board (AB) Members:

Present: Peter Aucoin, Luc Bernier, Ian Clark (Chair), John Langford, Nancy Olewiler

Others Present: Leslie Pal (Past Board Chair), Daniel Oetl (Research Assistant)

1. Welcome and Introductions

The Chair thanked members for agreeing to serve on the Accreditation Board and introduced, Daniel Oetl, the U of T MPP 2011 student who is serving as the Board's Research Assistant.

MOTION by the Chair to name Daniel Oetl as CAPPA Accreditation Board Secretary in addition to his duties as Research Assistant. Carried unanimously.

2. Update on CAPPA

The Chair reported on his discussions with Allan Tupper, the CAPPA President. He noted that the President is proposing to convene a CAPPA meeting coordinated with the Canada School of Public Service (CSPS) University Seminar meeting of May 5, 6 in Ottawa and hopes to encourage a good turnout of CAPPA school directors. Leslie Pal noted that he and the CAPPA President have also discussed using the June 1 and 2 meetings of the 2010 CPSA Annual Conference in Montreal to have a discussion among CAPPA representatives. The Chair noted that the CAPPA President looks forward to meeting with the Accreditation Board at an early opportunity, and that he would be invited to the next meeting.

3. Role of the Accreditation Board

It was confirmed that in his discussions with each of the members, the CAPPA President had discussed the recommendation of the Past Chair of the Accreditation Board that members be appointed for a renewable two-year term.

MOTION by the Chair that members' terms be confirmed as being two years, renewable, effective January 1, 2010. Carried unanimously.

ACTION ITEM: The Chair undertook to circulate the terms of reference for the Accreditation Board and Accreditation Committees so they can be endorsed or recommended for amendment at the next meeting.

4. Report on Work of the Accreditation Board to date by the Past Chair

The Past Chair spoke to the items in the Third Annual Report, circulated to the Board for the meeting and available on the CAPPa web site.

There was a good discussion of the dynamics of the nature of the reporting on the three Accreditation Reviews to date and on the history and prospects for the mission-based (as opposed to standards-based) criteria. One member suggested that a non-threatening way of deriving some of the benefit of a standards-based review would be to ask the Accreditation Committees to do an informal “Part II” of a the review where they would provide their reflections on the state of the program in relation to developments in the field domestically and internationally. This was met with broad support.

5. CAPPa Accreditation Board site on PPG Portal

The Chair reported that a site has been created on the PPG Portal that is accessible only to board members, the past Chair, the CAPPa President and the Board Secretary. (The site can be found at www.ppgportal.ca or from the home page of the School of Public Policy and Governance site. Login with publicpolicyand\username and password. The Accreditation Board site is found at Home>Projects>All Institutions>CAPPa Accreditation Board.) All Accreditation Board members now have usernames and passwords to the PPG Portal and have been given high level “manage hierarchy” permissions to make changes in the site.

ACTION ITEM: The Chair will obtain from the Past Chair and CAPPa President all the relevant historical documentation for the Accreditation Board in electronic form, and he and the Board Secretary will add them to the Accreditation Board site on the PPG Portal so they will be accessible to all members.

6. International Developments in Accreditation and Quality Assurance in Public Administration

There was a discussion of some of the recent developments that participants were aware of in other countries. Much has been happening. Leslie Pal reported on the work of the United Nations Department of Economic and Social Affairs /International Association of Schools and Institutes of Administration Task Force on Standards of Excellence for Public Administration Education and Training, which issued its Final Report in May of 2008. The Chair reported that at the National Association of Schools of Public Affairs and Administration (NASPAA), new standards were approved in October 2009.

ACTION ITEM: The Chair will place on the Portal site relevant material from the two reports noted above.

7. Research and Database Work Plan

There was a discussion of the value of a major piece of research on the state of public administration and public policy education in Canada today, both at the undergraduate and the masters level. Although doing this thoroughly would require a substantial research project by an experienced scholar, there are some smaller projects that would be useful for the Board's Research Assistant to undertake. For example, it would be useful to:

- a. Updated the Marion Crane Summary of Canadian Masters Programs and rationalize this list with the list on the CAPPa web site;
- b. Create PPG Portal sites for each masters program, with each of its core courses listed and described with at least the information that appears on the program web sites;
- c. Develop a short paper summarizing recent accreditation developments internationally (particularly National Association of Schools of Public Affairs and Administration (NASPAA), European Association for Public Administration Accreditation (EAPAA), and International Association of Schools and Institutes of Administration (IASIA));

ACTION ITEM: The Chair and the Research Assistant will develop a research plan for discussion at the next meeting.

8. Proposed Roster of Accreditation

There was a brief discussion of how the list of 2009-2010 candidates for accreditation in the 2008-09 Annual Report (Dalhousie, Simon Fraser, McMaster/Guelph, Ottawa, Victoria, and Winnipeg) was developed and some of the considerations in updating the list.

ACTION ITEM: The Chair will discuss with the CAPPa President, the feasibility of a letter by one or both of them to each of the program directors to share a perspective on recent developments domestically and internationally, and inquiring about calendars for other scheduled reviews (mandated by university or provincial processes) that might influence the timing of a CAPPa Accreditation Review.

9. Making the Accreditation Process Easier and Even More Useful

There was a discussion of the merits of combining the CAPPa Accreditation Review with other scheduled reviews (see previous Action Item).

10. Accreditation Discussion at Next CAPPa Meeting (May 2010?)

ACTION ITEM: The Chair will discuss with the CAPPa President the best way of arranging a discussion of accreditation at the next meeting of CAPPa.

11. Next Meeting and Other Business

It was agreed to have another teleconference meeting before the proposed May CAPPa meeting in Ottawa, at a time to be determined.

The meeting was adjourned at 1 pm, February 19, 2010.

Ian Clark
Chair

Daniel Oettl
Secretary