

MINUTES

COMMISSION ON DENTAL ACCREDITATION ADA HEADQUARTERS BUILDING, CHICAGO

THURSDAY, FEBRUARY 1, 2018 (CLOSED SESSION)

Call to Order: The Chair, Dr. William Leffler, called a regular meeting of the Commission on Dental Accreditation (CODA) to order at 10:00 A.M. on Thursday, February 1, 2018, in the Executive Board Room of the American Dental Association Headquarters Building, Chicago, in closed session for the purpose of reviewing educational programs by the Commission.

Roll Call: Dr. John Agar, Dr. Ralph Attanasi, Dr. Susan Callahan Barnard, Mr. David Cushing, Dr. Loren Feldner (vice-chair), Dr. Catherine Flaitz, Dr. Steven Friedrichsen, Dr. James Geist, Dr. Joseph Hagenbruch, Dr. Christopher Hasty, Dr. H. Garland Hershey, Jr., Dr. Jeffery Hicks, Dr. Adolphus Jackson, Dr. Tariq Javed, Dr. Bradford Johnson, Dr. Bruce Kinney, Dr. Mark Lerman, Dr. Steven Levy, Dr. William Leffler (chair), Dr. William Lobb, Mr. Charles McClemens, Dr. Michael Mills, Ms. Nancy Mo, Dr. William Nelson, Ms. Deanna Stentiford, Ms. Cindy Stergar, Mr. Glenn Unser, Dr. Matthew Wheeler and Dr. Lawrence Wolinsky.

Dr. Arthur Jee was not in attendance.

Trustee Liaison: Dr. Robert Bitter, Board of Trustees Liaison to CODA, Eighth District Trustee, American Dental Association (ADA) was in attendance.

CODA Staff: Dr. Sherin Took, ex-officio (director), Ms. Cathy Baumann, Dr. Catherine Horan, Mr. Gregg Marquardt, Ms. Michelle Smith, Ms. Jennifer Snow, and Ms. Peggy Soeldner were in attendance. Mr. C. Michael Kendall, senior associate general counsel, CODA was also in attendance.

Adoption of the Agenda: The agenda of the meeting was adopted.

Commissioner Fiduciary Duties and Conflict of Interest Obligations: Mr. C. Michael Kendall, ADA/CODA Senior Associate General Counsel, reminded the Commission of its fiduciary responsibilities and the Conflict of Interest policy. The Commission members watched a short video on professional conduct.

Policy Reminder of Confidentiality: Dr. William Leffler, CODA Chair, read the Commission's Reminder of Confidentiality, noting the confidential nature of the Commission's materials and deliberations related to the accreditation of programs.

Accreditation Mail Ballots Since Last Commission Meeting: The Commission approved for the record, four (4) mail ballots related to program accreditation actions, which had been considered since the Summer 2017 Commission meeting.

Consideration of Site Visitor Nominations: Site Visitors are appointed annually for one-year terms but for no more than six (6) consecutive years. Members of the Commission's Review Committees are also considered site visitors; they serve one (1) four-year term. The Commission considered the names of individuals recommended by the 14 Review Committees for a one-year appointment as site visitors for 2018-2019.

Commission Action: The Commission on Dental Accreditation approves the site visitor appointments for 2018-2019 (**Appendix 1**).

Consideration of Matters Relating to Accreditation Actions: The Commission reviewed site visit evaluations, progress reports, and other requested reports on predoctoral dental education programs, advanced general dental education programs, advanced specialty education programs, and allied dental education programs.

A special appearance was made before the Commission by an educational program reviewed in the Commission's Report on the Accreditation Statuses of Educational Programs.

Commission Action: Accreditation status was granted to programs evaluated since the Summer 2017 meeting. Accreditation actions are summarized in the "Report on the Accreditation Statuses of Educational Programs" (**Appendix 2**).

Adjournment: The Commission adjourned the closed session at 3:20 P.M.

MINUTES

COMMISSION ON DENTAL ACCREDITATION ADA HEADQUARTERS BUILDING, CHICAGO

FRIDAY, FEBRUARY 2, 2018 (OPEN SESSION)

Call to Order: The Chair, Dr. William Leffler, called a regular meeting of the Commission on Dental Accreditation (CODA) to order at 8:00 A.M. on Friday, February 2, 2018, in the Executive Board Room of the American Dental Association Headquarters Building, Chicago, in open session.

Roll Call: Dr. John Agar, Dr. Ralph Attanasi, Dr. Susan Callahan Barnard, Mr. David Cushing, Dr. Loren Feldner (vice-chair), Dr. Catherine Flaitz, Dr. Steven Friedrichsen, Dr. James Geist, Dr. Joseph Hagenbruch, Dr. Christopher Hasty, Dr. H. Garland Hershey, Jr., Dr. Jeffery Hicks, Dr. Adolphus Jackson, Dr. Tariq Javed, Dr. Bradford Johnson, Dr. Bruce Kinney, Dr. Mark Lerman, Dr. Steven Levy, Dr. William Leffler (chair), Dr. William Lobb, Mr. Charles McClemens, Dr. Michael Mills, Ms. Nancy Mo, Dr. William Nelson, Ms. Deanna Stentiford, Ms. Cindy Stergar, Mr. Glenn Unser, Dr. Matthew Wheeler and Dr. Lawrence Wolinsky.

Dr. Arthur Jee was not in attendance.

Trustee Liaison: Dr. Robert Bitter, Board of Trustees Liaison to CODA, Eighth District Trustee, American Dental Association (ADA) was in attendance.

CODA Staff: Dr. Sherin Took, ex-officio (director), Ms. Cathy Baumann, Dr. Catherine Horan, Mr. Gregg Marquardt, Ms. Michelle Smith, Ms. Jennifer Snow, and Ms. Peggy Soeldner were in attendance. Ms. Cathryn Albrecht, senior associate general counsel, CODA was also in attendance.

Adoption of Agenda: The agenda of the meeting was adopted.

Conflict of Interest Statement, Fiduciary Reminder, and Reminder of Professional Conduct Policy and Prohibition Against Harassment: Ms. Cathryn Albrecht, ADA/CODA Senior Associate General Counsel, reminded the Commissioners of their fiduciary responsibilities and the CODA Conflict of Interest policy. The Commissioners were also reminded of the Professional Conduct Policy and Prohibition Against Harassment.

Approve the Minutes from Summer 2017 Meetings: The minutes of the Summer 2017 Commission meetings were approved.

Mail Ballots Since Last Commission Meeting: The Commission approved for the record, the mail ballot of the Report of the Standing Committee on Nominations, which had been considered since the Summer 2017 Commission meeting.

Consent Calendar: The following report in its entirety was placed on the consent calendar and was adopted as received:

- Report of the Review Committee on Dental Laboratory Technology Education (**Appendix 3**).

Report of the Review Committee on Predoctoral Dental Education (PREDOC RC):

Committee Chair: Dr. William Lobb. Committee Members: Drs. Abby Brodie, Carla Evans, Liz Kaz, Thomas McConnell, Marsha Pyle, Charlotte Royeen, Karl Self, and Deborah Weisfuse. Guests (Open Session Only): Dr. Anthony Palatta, chief learning officer, American Dental Education Association (ADEA) and Ms. Ann Lynch, director, Education & Professional Advocacy, American Dental Hygienists' Association (ADHA) attended the policy portion of the meeting. CODA Staff: Dr. Catherine Horan, manager, Predoctoral Dental Education, Commission on Dental Accreditation (CODA) and Dr. Sherin Tooks, director, CODA.

A meeting of the Review Committee on Predoctoral Dental Education (PREDOC RC) was held on January 8-9, 2018 at the ADA Headquarters, Chicago, Illinois. The PREDOC RC report is found in **Appendix 4**.

Consideration of Proposed Revision to the Accreditation Standard 2-8 for Dental Education Programs (Digital Dentistry): The Commission noted that the proposed revision to Dental Education Standard 2-8 was circulated for a period of comment. Based upon feedback received during the period of public comment, the Commission amended the proposed revision and directed circulation for an additional six months, with comments reviewed in Summer 2018.

Commission Action: The Commission on Dental Accreditation directs the circulation of the proposed Dental Education Standard 2-8.e (**Appendix 4**) to the communities of interest for review and comment, with Hearings conducted at the March 2018 American Dental Education Association (ADEA) annual meeting, with comments reviewed at the Commission's Summer 2018 meetings.

Consideration of a New Accreditation Standard on Faculty Qualifications: The Commission noted that the proposed revision to Dental Education Standard 3-1 was circulated for a period of comment. The Commission further discussed the proposed revision related to assessment of faculty qualifications versus credentialing of faculty. Following the Commission's discussion, a substitute motion was presented and approved to incorporate proposed language from the intent statement to the "must" statement, which would require credentialing of the individual faculty. The Commission directed further circulation of the revised proposed Accreditation Standards to the communities of interest for six (6) months, with comments reviewed in Summer 2018. The Commission's revision for circulation is as follows:

- 3-1** The number, ~~and~~ distribution and qualifications of faculty and staff **must** be sufficient to meet the dental school's stated purpose/mission, goals and objectives, at all sites where required educational activity occurs. The faculty member responsible for the specific discipline **must** be qualified through appropriate knowledge and experience in the discipline as determined by the credentialing of the individual faculty.

Intent: Faculty should have knowledge and experience at an appropriate level for the curriculum areas for which they are responsible. The collective faculty of the dental school, should have competence in all areas of dentistry covered in the program.

Commission Action: The Commission on Dental Accreditation directs the circulation of the proposed revision to Dental Education Standard 3-1 (noted above) to the communities of interest for review and comment, with Hearings conducted at the March 2018 American Dental Education Association (ADEA) annual meeting, with comments reviewed at the Commission's Summer 2018 meetings.

Consideration of Revision to Dental Therapy Accreditation Standards to Address Areas of Oversight at Sites Where Educational Activity Occurs: The Commission noted that the proposed revisions to the dental therapy Accreditation Standards were circulated for a period of comment. The Commission reviewed the report of the PREDOC RC, noting comments on the proposed revisions to the dental therapy education standards were supportive of the proposed changes.

Commission Action: The Commission on Dental Accreditation adopts the proposed new and revised dental therapy education standards (**Appendix 4**), with immediate implementation.

Consideration of a Request from the American Dental Education Association on the Research Standards of the Accreditation Standards for Dental Education Programs: The Commission considered the report of the PREDOC RC related to the proposed revisions to Standard 6, Research, which was proposed by the American Dental Education Association (ADEA). The Commission reviewed additional information provided by ADEA and noted the PREDOC RC's recommendation to circulate proposed standards to the communities of interest for one year, with comments considered in Winter 2019.

Commission Action: The Commission on Dental Accreditation directs the circulation of the proposed revisions to Dental Education Standard 6 (**Appendix 4**) to the communities of interest for review and comment, with Hearings conducted at the March 2018 American Dental Education Association (ADEA) and October 2018 American Dental Association (ADA) annual meetings, with comments reviewed at the Commission's Winter 2019 meetings..

Report on Predoctoral Dental Education Programs Annual Survey Curriculum: There was no discussion on this report.

Commission Action: This report is informational in nature and no action was taken.

Consideration of Proposed Revision to the Accreditation Standards for Dental Education Programs related to Health Literacy: The Commission considered the proposed revision to Standard 2-17 related to health literacy, noting the PREDOC RC's recommendation that the proposed revision be circulated to the communities of interest for one year, with comments reviewed in Winter 2019.

Commission Action: The Commission on Dental Accreditation directs the circulation of the proposed revision to Standard 2-17 of the Accreditation Standards for Dental Education Programs related to Health Literacy, as amended in **Appendix 4**, to the communities of interest for review and comment, with Hearings conducted at the March 2018 American Dental Education Association (ADEA) and October 2018 American Dental Association (ADA) annual meetings, with comments reviewed at the Commission's Winter 2019 meetings.

New Business: Consideration of Proposed Revision to Standard 3-4 of the Accreditation Standards for Dental Therapy Education Programs: The Commission considered proposed revisions to the dental therapy educational standards to better align standards 3-4 with the corresponding dental hygiene Standards 3-5 and 3-6.

Commission Action: The Commission on Dental Accreditation adopts the proposed revision to Standard 3-4 of the Accreditation Standards for Dental Therapy Education Programs as presented in **Appendix 4**, with immediate implementation.

New Business: Consideration of Proposed Revision to the Nomination Criteria for Site Visitors in Predoctoral Category of Chair: The Commission considered the PREDOC RC's proposed revision to the site visitor criteria for the role of "Chair" which would strengthen the requirements for individuals serving in this role.

Commission Action: The Commission on Dental Accreditation adopts the proposed revision in site visitor nomination criteria for predoctoral chairs, as presented in **Appendix 4**, and direct the revision be immediately implemented within the Evaluation and Operational Policies and Procedures.

Report of the Review Committee on Postdoctoral General Dentistry Education (PGD RC):
Committee chair: Dr. Jeffery Hicks. Committee members: Dr. Tracy Dellinger, Dr. Ralph Epstein, Dr. Mahnaz Fatahzadeh, Dr. Neal Henning, Dr. Judith Messura, Dr. Jeffery Shaefer, Dr. William Stewart, Dr. Robert Strauss, Mr. Glenn Unser, and Dr. Michael Webb. Dr. Douglas Barnes was unable to attend the meeting. CODA Staff: Ms. Peggy Soeldner, manager, Postdoctoral General Dentistry Education.

The meeting of the Postdoctoral General Dentistry Education Review Committee (PGD RC) was held on January 11-12, 2018 at the ADA Headquarters, Chicago, Illinois. The PGD RC report is found in **Appendix 5**.

Report on Advanced Education Programs in General Dentistry and General Practice Residency and Advanced General Dentistry Education Programs in Dental Anesthesiology, Oral Medicine and Orofacial Pain Annual Survey Curriculum Section: The Commission reviewed the Annual Survey Curriculum Section for advanced education programs in general dentistry and general practice residency, and advanced general dentistry education programs in dental anesthesiology, oral medicine, and orofacial pain, noting the PGD RCs recommendation that the Curriculum sections be implemented in their current format in the 2018 Annual Survey.

Commission Action: The Commission directs that the Annual Survey Curriculum Section for advanced education programs in general dentistry and general practice residency, and advanced general dentistry education programs in dental anesthesiology, oral medicine, and orofacial pain (**Appendix 6**) be implemented in their current format in the Fall 2018 Annual Survey.

Informational Report on the Conduct of Validity and Reliability Studies for the Accreditation Standards for Advanced Education Programs in General Dentistry (AEGD) and General Practice Residency (GPR): There was no discussion on this report.

Commission Action: This report is informational in nature and no action was taken.

Report of the Review Committee on Dental Assisting Education (DA RC): Committee Chair: Ms. Deanna Stentiford. Committee Members: Ms. Teresa Bailey, Dr. Cynthia Baker, Ms. Julie Bera, Ms. Margaret Bowman-Pensel, Dr. James Day, Dr. Loren Feldner, Ms. Jennifer Filcheck, Ms. Carol Little and Ms. Joleen VanBibber. Guests (Open Session Only): Ms. Cindy Durley, executive director, Dental Assisting National Board and Ms. Sidonia Peto, education director, American Dental Assistants Association, attended the policy portion of the meeting. Commission Staff: Ms. Michelle Smith, manager, Allied Dental Education and Dr. Sherin Took, director, CODA.

The meeting of the Review Committee on Dental Assisting Education (DA RC) was held on January 11-12, 2018 at the ADA Headquarters Building. The Report of the DA RC is found in **Appendix 7**.

Informational Report on Dental Assisting Annual Survey Curriculum Data: There was no discussion on this report.

Commission Action: This report is informational in nature and no action was taken.

Consideration of Proposed Revision to the Accreditation Standards for Dental Assisting Education Programs Related to Standard 2-1: The Commission noted that the proposed revisions to the dental assisting Accreditation Standards were circulated for a period of comment. Following review of the DA RC recommendation, the Commission determined that the proposed revisions should be implemented on July 1, 2018.

Commission Action: The Commission on Dental Accreditation adopts the proposed revision to the Accreditation Standards for Dental Assisting Education Programs noted in **Appendix 7**, with an implementation date of July 1, 2018.

Informational Report on the Conduct of a Validity and Reliability Study for the Accreditation Standards for Dental Assisting: There was no discussion on this report.

Commission Action: This report is informational in nature and no action was taken.

Report of the Review Committee on Dental Hygiene Education (DH RC): **Committee Chair:** Dr. Susan Callahan Barnard. **Committee Members:** Ms. Laura Baus, Ms. Michele Carr, Dr. Sebastian Ciancio, Dr. Chester Evans, Dr. Susan Kass, Dr. Ronald Kosinski, Ms. Barbara Krieg, Ms. Jo Ann Allen Nyquist, and Dr. Sally Mauriello. Ms. Carolyn Jackson was unable to participate in the meeting. **Guests (Open Session Only):** Dr. Anthony Palatta, chief learning officer, American Dental Education Association and Ms. Ann Lynch, director, Governmental Affairs, American Dental Hygienists' Association attended the policy portion of the meeting. **Commission Staff:** Ms. Michelle Smith, manager, Allied Dental Education and Dr. Sherin Took, director, CODA.

The meeting of the Review Committee on Dental Hygiene Education (DH RC) was held on January 9-10, 2018 at the ADA Headquarters, Chicago, Illinois. The Report of the DH RC is found in **Appendix 8**.

Informational Report on Dental Hygiene Annual Survey Curriculum Data: There was no discussion on this report.

Commission Action: This report is informational in nature and no action was taken.

Consideration of Proposed Revision to the Accreditation Standards for Dental Hygiene Education Programs Related to Institutional Sponsorship: The Commission considered the DH RC's recommendation to develop and implement a definition for "Sponsoring Institution" within the dental hygiene standards document. The DH RC noted that some programs have varying levels of organizational structure and it may be unclear as to which level the accredited dental hygiene program's institutional oversight may be placed in accordance with the expectations of the Accreditation Standards. The Commission concluded that the implementation of the proposed definition could further clarify the Commission's intent related to institutional sponsorship of dental hygiene education programs. The Commission approved the following language:

Sponsoring Institution: The post-secondary entity that directly sponsors the dental hygiene program and provides immediate administration and local leadership. The sponsoring institution has the overall administrative control and responsibility for the conduct of the program.

Commission Action: The Commission on Dental Accreditation adopts the proposed definition of "Sponsoring Institution" (noted above) and directs that the definition be added to the Accreditation Standards for Dental Hygiene Education Programs, with immediate implementation.

Report of the Review Committee on Dental Public Health Education (DPH RC): **Committee Chair:** Dr. Steven Levy. **Committee Members:** Dr. Victor Badner, Dr. James Leonard and Dr. Michael Wajdowicz. Dr. Linda Kaste was unable to participate in the meeting. **Guests (Open Portion Only):** Dr. Jeffrey Chaffin, president, American Association of Public Health Dentistry (AAPHD) and Dr. Frances Kim, interim executive director, AAPHD. **Staff Members:** Ms. Catherine Baumann, manager, Advanced Specialty Education and Mr. Gregg Marquardt, manager, Communications and Technology Strategies, CODA.

The meeting of the Review Committee on Dental Public Health Education (DPH RC) was held on January 12, 2018 via telephone conference call. The Report of the OMP RC is found in **Appendix 9**.

Report on Dental Public Health Programs Annual Survey Curriculum Section: The Commission considered the DPH RC's proposed revisions within the curriculum portion of the survey instrument to align with content required by the standards. Following review, the Commission adopted the proposed revisions for implementation in Fall 2018.

Commission Action: The Commission on Dental Accreditation adopts the proposed revisions to the Dental Public Health Education Annual Survey Curriculum Section (**Appendix 9**) and directs implementation of the revised Annual Survey Curriculum Section in Fall 2018.

Informational Report on the Conduct of a Validity and Reliability Study for Accreditation Standards for Advanced Specialty Programs in Dental Public Health: There was no discussion on this report.

Commission Action: This report is informational in nature and no action was taken.

Report of the Review Committee on Endodontics Education (ENDO RC): Committee Chair: Dr. Bradford Johnson. Committee Members: Dr. John Hatton (substitute as needed for discipline specific program review), Dr. James Johnson, Dr. William Johnson, Dr. Robert Miller, Ms. Diane Neefe and Dr. Roberta Pileggi. Guest (Open Session Only): Ms. Beverly Albert, assistant executive director for education, American Association of Endodontists (AAE) attended the policy portion of the meeting. Staff Members: Ms. Jennifer Snow, manager, Advanced Specialty Education, Commission on Dental Accreditation (CODA) and Ms. Marjorie Hooper, coordinator, Operations, CODA.

The meeting of the Review Committee on Endodontics Education (ENDO RC) was held on January 8, 2018 via telephone conference call. The Report of the ENDO RC is found in **Appendix 10**.

Report on Endodontics Programs Annual Survey Curriculum Section: The Commission reviewed the Annual Survey Curriculum Section for endodontics education programs, noting the ENDO RCs recommendation that the Curriculum sections be retained in the current format in the 2018 Annual Survey.

Commission Action: The Commission directs that the endodontics Annual Survey Curriculum Section (**Appendix 11**) be retained with no changes for use in Fall 2018.

Consideration of Proposed Revisions to the Accreditation Standards for Advanced Specialty Education Programs in Endodontics: The Commission considered the ENDO RC's recommendations related to proposed revision of Standard 4-8 of the Accreditation Standards for Advanced Specialty Education Programs. The ENDO RC recommended, and the Commission concurred, that the proposed revision be circulated to the communities of interest for one year, with comments reviewed in Winter 2019.

Commission Action: The Commission on Dental Accreditation directs the circulation of the proposed revision to Endodontics Standard 4-8e, **Appendix 10**, to the communities of interest for review and comment, with Hearings conducted at the March 2018 American Dental Education Association and October 2018 American Dental Association annual meetings, with comments reviewed at the Commission's Winter 2019 meetings.

Report of the Review Committee on Oral and Maxillofacial Pathology Education (OMP

RC): Committee Chair: Dr. Mark Lerman. Committee Members: Dr. Darren Cox, Dr. Viren Jhaveri, and Dr. Vikki Noonan. Dr. Matthew Wheeler was unable to participate in the meeting. Dr. Kurt Summersgill substituted as needed for a discipline specific program review. Guests (Open Portion only): Ms. Janet Svazas, account executive, Association Management Systems. Staff Members: Ms. Catherine Baumann, manager, Advanced Specialty Education and Mr. Gregg Marquardt, manager, Communications and Technology Strategies, CODA.

The meeting of the Review Committee on Oral and Maxillofacial Pathology Education (OMP RC) was held on January 11, 2018 via telephone conference call. The Report of the OMP RC is found in **Appendix 12**.

Report on Oral and Maxillofacial Pathology Programs Annual Survey Curriculum Section: The Commission reviewed the proposed revisions to the Annual Survey Curriculum Section for oral and maxillofacial pathology education programs, noting the OMP RCs recommendation that the Curriculum section be revised to provide further clarity on the specific information requested by the Commission.

Commission Action: The Commission on Dental Accreditation adopts the proposed revisions to the Oral and Maxillofacial Pathology Education Annual Survey Curriculum Section (**Appendix 12**) and directs implementation of the revised Annual Survey Curriculum Section in Fall 2018.

Report of the Review Committee on Oral and Maxillofacial Radiology Education (OMR

RC): Committee Chair: Dr. James Geist. Committee Members: Dr. Nelia Afonso, Dr. Angela Broome, Dr. Anita Gohel, and Dr. Mark Schmidt. Guests (Open Portion Only): Dr. Debra Gander, president, American Academy of Oral and Maxillofacial Radiology and Ms. Janet Svazas, account executive, Association Management Systems. Staff Members: Ms. Catherine Baumann, manager, Advanced Specialty Education and Mr. Gregg Marquardt, manager, Communications and Technology Strategies, CODA.

The meeting of the Review Committee on Oral and Maxillofacial Radiology Education (OMR RC) was held January 8, 2018, via telephone conference call. The Report of the OMR RC is found in **Appendix 13**.

Report on Oral and Maxillofacial Radiology Programs Annual Survey Curriculum Section: The Commission reviewed the proposed revisions to the Annual Survey Curriculum Section for oral and maxillofacial radiology education programs, noting the OMR RCs recommendation that the

Curriculum section be revised to provide further clarity on the specific information requested by the Commission.

Commission Action: The Commission on Dental Accreditation adopts the proposed revisions to the Oral and Maxillofacial Radiology Education Annual Survey Curriculum Section (**Appendix 13**) and directs implementation of the revised Annual Survey Curriculum Section in Fall 2018.

Report of the Review Committee on Oral and Maxillofacial Surgery Education (OMS RC):

Committee Chair: Dr. William Nelson. **Committee Members:** Dr. George Kushner, Dr. Steven Lepowsky, Dr. Gregory Ness, Dr. Martin Steed, and Ms. Cindy Stergar. **Guests (Open Session Only):** Ms. Mary Allaire-Schnitzer, associate executive director, American Association of Oral and Maxillofacial Surgeons (AAOMS); Dr. Brett Ferguson, president, AAOMS; Dr. Thomas Indresano, president-elect, AAOMS; Dr. David Johnson, treasurer, AAOMS; Ms. Erin Killeen, executive vice president, American Board of Oral and Maxillofacial Surgery (ABOMS); Ms. Adriana Lagunas, vice president, Certification Program and Operations, ABOMS; Dr. Victor Nannini, vice president, AAOMS; Ms. Laurie Oddo, manager, Advanced Education and Resident Affairs, AAOMS; and Dr. Mark Zajkowski, president, ABOMS attended the policy portion of the meeting. **Staff Members:** Ms. Jennifer Snow, manager, Advanced Specialty Education, Commission on Dental Accreditation (CODA). Dr. Sherin Tooks, director, CODA attended a portion of the meeting.

The meeting of the Review Committee on Oral and Maxillofacial Surgery Education (OMS RC) was held on January 9, 2018 at the ADA Headquarters, Chicago, Illinois. The Report of the OMS RC is found in **Appendix 14**.

Report on Oral and Maxillofacial Surgery Programs (Residency and Fellowship) Annual Survey Curriculum Sections: The Commission reviewed the proposed revisions to the Annual Survey Curriculum Section for oral and maxillofacial surgery (residency and fellowship) education programs, noting the OMS RCs recommendation that the Curriculum section be revised to provide further clarity on the specific information requested by the Commission.

Commission Action: The Commission on Dental Accreditation adopts the proposed revisions to the Oral and Maxillofacial Surgery Annual Survey Curriculum Section for residency programs noted in **Appendix 14** and directs implementation of the revised Annual Survey Curriculum Section in Fall 2018.

The Commission on Dental Accreditation further adopts the proposed revisions to the Oral and Maxillofacial Surgery Annual Survey Curriculum Section for fellowship programs noted in **Appendix 14** and directs implementation of the revised Annual Survey Curriculum Section in Fall 2018.

Consideration of Proposed Revisions to the Accreditation Standards for Advanced Specialty Education Programs and Clinical Fellowship Training Programs in Oral and Maxillofacial Surgery: The Commission noted that the proposed revisions to the Accreditation Standards for oral and maxillofacial surgery (residency and fellowship) programs were circulated for a period

of comment. The Commission concurred with the OMS RC recommendation to implement the proposed revisions in July 2019.

Commission Action: The Commission on Dental Accreditation adopts the proposed revisions to the Accreditation Standards for Clinical Fellowship Training Programs in Oral and Maxillofacial Surgery, including proposed revisions and new fellowship Standards 6-4.2, 6-4.3, and 6-4.4.1 in the area of Pediatric Craniomaxillofacial Surgery (Cleft and Craniofacial Surgery), found in **Appendix 14**, with an implementation date of July 1, 2019.

The Commission on Dental Accreditation further adopts the proposed revisions to the Accreditation Standards for Advanced Specialty Education Programs in Oral and Maxillofacial Surgery, found in **Appendix 14**, with an implementation date of July 1, 2019.

Consideration of Proposed Revisions to the Accreditation Standards for Advanced Specialty Education Programs in Oral and Maxillofacial Surgery: The Commission considered the report of the OMS RC, including recommendations for proposed revisions to the residency standards for oral and maxillofacial surgery education programs. The Commission concurred with the OMS RC that the proposed revisions should be circulated to the communities of interest for one year, with review of comments received in Winter 2019.

Commission Action: The Commission on Dental Accreditation directs circulation of the proposed revisions to the Accreditation Standards for Advanced Specialty Education Programs in Oral and Maxillofacial Surgery, found in **Appendix 14**, to the communities of interest for review and comment, with Hearings conducted at the March 2018 American Dental Education Association and October 2018 American Dental Association annual meetings, with comments reviewed at the Commission's Winter 2019 meetings.

Report of the Review Committee on Orthodontics and Dentofacial Orthopedics (ORTHO RC): **Committee Chair:** Dr. H. Garland Hershey. **Committee Members:** Dr. G. Frans Currier, Mr. David Cushing, Dr. Patrick Foley, Dr. James Hartsfield, and Dr. Wendy Woodall. **Guest (Open Session Only):** Dr. Chris Roberts, board of trustees member, American Association of Orthodontists attended the policy portion of the meeting. **Staff Members:** Ms. Jennifer Snow, manager, Advanced Specialty Education, Commission on Dental Accreditation (CODA) and Ms. Marjorie Hooper, coordinator, Operations, CODA.

The meeting of the Review Committee on Orthodontics and Dentofacial Orthopedics Education (ORTHO RC) was held on January 12, 2018 via telephone conference call. The Report of the ORTHO RC is found in **Appendix 15**.

Report on Orthodontics and Dentofacial Orthopedics Programs (Residency and Fellowship) Annual Survey Curriculum Sections: The Commission reviewed the proposed revisions to the Annual Survey Curriculum Section for orthodontic and dentofacial orthopedic (residency) education programs, noting the ORTHO RCs recommendation that the Curriculum section be revised to provide further clarity on the specific information requested by the Commission. The

Commission also noted that the ORTHO RC recommended the orthodontics fellowship Annual Survey Curriculum Section be retained with no change in Fall 2018.

Commission Action: The Commission on Dental Accreditation adopts the proposed revisions to the orthodontics residency Annual Survey Curriculum Section noted in **Appendix 15** and directs implementation of the revised Annual Survey Curriculum Section in Fall 2018.

The Commission on Dental Accreditation further directs the orthodontics fellowship Annual Survey Curriculum Section (**Appendix 16**) be retained with no changes for use in Fall 2018.

Report of the Review Committee on Pediatric Dentistry Education (PED RC): **Committee Chair:** Dr. Catherine Flaitz. **Committee Members:** Dr. Martin Donaldson, Dr. Cynthia Hipp, Ms. Bonnie Konowitch, Dr. Reuben Pelot, and Dr. Janice Townsend. **Guests (Open Portion Only):** Mr. Scott Dalhouse, manager of educational affairs, American Academy of Pediatric Dentistry (AAPD) and Dr. Jeffrey Dean, executive director, American Board of Pediatric Dentistry (ABPD) attended the policy portion of the meeting. **Staff Members:** Ms. Catherine Baumann, manager, Advanced Specialty Education and Mr. Gregg Marquardt, manager, Communications and Technology Strategies, CODA. Dr. Sherin Tooks, director, CODA and Ms. Cathryn Albrecht, general counsel, CODA/ADA were also in attendance for portions of the meeting.

The meeting of the Review Committee on Pediatric Dentistry Education (PED RC) was held on January 9, 2018, via telephone conference call. The Report of the PED RC is found in **Appendix 17**.

Report on Pediatric Dentistry Programs Annual Survey Curriculum Section: The Commission reviewed the proposed revisions to the Annual Survey Curriculum Section for pediatric dentistry education programs, which are intended to provide further clarity on the specific information requested by the Commission. The Commission concurred with the proposed revisions to be implemented in Fall 2018.

Commission Action: The Commission on Dental Accreditation adopts the proposed revisions to the Pediatric Dentistry Education Annual Survey Curriculum Section (**Appendix 17**) and directs implementation of the revised Curriculum Section in Fall 2018.

Informational Report on the Conduct of a Validity and Reliability Study for Accreditation Standards for Advanced Specialty Programs in Pediatric Dentistry: There was no discussion on this report.

Commission Action: This report is informational in nature and no action was taken.

Report of the Review Committee on Periodontics Education (PERIO RC): **Committee Chair:** Dr. Michael Mills. **Committee Members:** Dr. Henry Greenwell (substitute as

needed for discipline specific program review), Dr. Linda Hatzenbuehler, Dr. James Katancik, Dr. Lucinda (Cindy) Lyon, Dr. Bryan Pearson, and Dr. Charles Powell. Guests (Open Session Only): Ms. Jasmine Alkhatib, manager, Academic Programs, American Academy of Periodontology (AAP) and Dr. Kent Palcanis, executive director, American Board of Periodontology (ABP) attended the policy portion of the meeting. Staff Members: Ms. Jennifer Snow, manager, Advanced Specialty Education, Commission on Dental Accreditation (CODA) and Ms. Marjorie Hooper, coordinator, Operations, CODA.

The meeting of the Review Committee on Periodontics Education (PERIO RC) was held on January 11, 2018 via telephone conference call. The Report of the PERIO RC is found in **Appendix 18**.

Report on Periodontics Programs Annual Survey Curriculum Section: The Commission reviewed the proposed revisions to the Annual Survey Curriculum Section for periodontics education programs and concurred with the proposed revisions to be implemented in Fall 2018.

Commission Action: The Commission on Dental Accreditation adopts the proposed revisions to the Periodontics Annual Survey Curriculum Section noted in **Appendix 18** and direct implementation of the revised Annual Survey Curriculum Section in Fall 2018.

Consideration of Revisions to the Accreditation Standards for Advanced Specialty Education Programs in Periodontics: The Commission noted that the proposed revisions to the Accreditation Standards for periodontics education programs were circulated for a period of comment. Following review of the PERIO RC recommendation, the Commission determined that the proposed revisions should be implemented on July 1, 2019.

Commission Action: The Commission on Dental Accreditation adopts the proposed revision to current Periodontics Standard 2-5 (Periodontics Standard 2-6 of the July 1, 2018 implementation) of the Accreditation Standards for Advanced Specialty Education Programs in Periodontics, found in **Appendix 18**, with an implementation date of July 1, 2019.

Report of the Review Committee on Prosthodontics Education (PROS RC): Committee Chair: Dr. John Agar. Committee Members: Dr. Ronald Burakoff, Dr. Louis DiPede, Dr. Hiroshi Hirayama, Dr. Arthur Nimmo, and Dr. Elizabeth Sabin. Guests (Open Portion Only): Mr. Adam Reshan, director membership services, American College of Prosthodontists (ACP). Staff Members: Ms. Catherine Baumann, manager, Advanced Specialty Education and Mr. Gregg Marquardt, manager, Communications and Technology Strategies, CODA. Dr. Sherin Tooks, director, CODA, attended a portion of the meeting.

The meeting of the Review Committee on Prosthodontics Education (PROS RC) was held on January 10, 2018 via telephone conference call. The Report of the PROS RC is found in **Appendix 19**.

Report on Prosthodontics Programs Annual Survey Curriculum Section: The Commission reviewed the Annual Survey Curriculum Section for prosthodontics education programs and

concurred with the PROS RC recommendation that the survey be retained with no changes for distribution in Fall 2018. The Commission also directed the formation of a subcommittee of PROS RC members to further consider changes to the prosthodontics survey, with additional consideration of the Curriculum Section in Summer 2018.

Commission Action: The Commission on Dental Accreditation directs that the Prosthodontics Education Annual Survey Curriculum Section (**Appendix 20**) be retained with no changes for use in Fall 2018.

The Commission on Dental Accreditation further directs the formation of a subcommittee of four (4) Prosthodontic Review Committee members to review and draft proposed revisions to the Annual Survey Curriculum Section for consideration by the Review Committee and Commission at the Summer 2018 meetings.

Miscellaneous Affairs- Consideration of Matters Relating to More than One Review Committee

Informational Report of Review Committee and Commission Meeting Dates: The Commission reviewed the meeting dates of the 2018 and 2019 meetings. The Commission noted that dates for the Winter 2019 Commission meeting had been changed due to room availability.

Commission Action: This report is informational in nature and no action was taken.

Reminder of Professional Conduct Policy and Prohibition Against Harassment: The Commission was reminded of the Policy on Professional Conduct and Prohibition Against Harassment.

Commission Action: This report is informational in nature and no action was taken.

Consideration of Resolutions Adopted by the ADA House of Delegates and the ADA Board of Trustees Related to the Commission on Dental Accreditation and Dental Education: The Commission reviewed the resolutions adopted by the ADA House of Delegates and ADA Board of Trustees.

Commission Action: This report is informational in nature and no action was taken.

Miscellaneous Affairs-Matters for the Commission as a Whole

Report of the Standing Committee on Finance: The report of the Standing Committee on Finance can be found in **Appendix 21**. Below are actions taken by the Commission related to the Report of the Standing Committee on Finance.

Establishing a Shared Services (Indirect Expenses) Formula with the ADA: The Commission reviewed the Finance Committee's report related to establishing a shared service agreement with the American Dental Association. There was no discussion on this portion of the finance report.

Commission Action: This report is informational in nature and no action was taken.

Timeline (Long-Term Plan) to Assume Total Expenses: The Commission reviewed the Finance Committee's report related to a long term plan to assume total expenses and the Commission's request to the ADA Board of Trustees to establish a mechanism by which the Commission could establish and access a separate reserve fund for the Commission. There was no discussion on this portion of the finance report.

Commission Action: This report is informational in nature and no action was taken.

Authority to Determine and Manage Annual Operating Budget: The Commission reviewed the Finance Committee's report related to the Commission's request to obtain sole authority to set and manage its annual budget, which has been postponed until the year 2020. There was no discussion on this portion of the finance report.

Commission Action: This report is informational in nature and no action was taken.

Annual Fees and Application Fees: The Commission considered the Finance Committee's recommendations related to annual and application fees. The Commission noted that the proposed 4% increase would ensure the Commission can continue to assume all expenses (direct and indirect) in 2019.

Commission Action: The Commission on Dental Accreditation:

- Adopts a 4% increase in annual fees for all disciplines in 2019; \$7,890 for predoctoral dental education programs, \$1,970 for dental assisting, dental hygiene, dental therapy, and advanced dental education programs, and \$1,400 for dental laboratory technology programs.
- Affirms that during the year a program is due for a regular accreditation site visit, the annual fee will be doubled.
- Maintains the application fees of \$67,400 for predoctoral dental education programs and \$16,850 for allied and advanced education programs.

International Fees (For CODA Accreditation Process): The Commission considered the recommendations related to international fees, as noted within the Finance Committee's report.

Commission Action: The Commission on Dental Accreditation:

- Maintains the international predoctoral dental education application fee of \$73,010 in 2019.
- Adopts a 2019 international predoctoral dental education annual accreditation fee of \$17,530.
- Affirms that in 2019 international predoctoral dental education programs pay all site visit expenses (actual expenses) for all site visits during the application and regular site visit schedule.
- Affirms that in 2019 international predoctoral dental education programs pay an administrative fee of 25% of the total site visit cost for coordination of each site visit.

- Maintains the International Consulting Fee (outside of PACV process) of \$5,000.
- Affirms that all international fees must be paid in U.S. Dollars.

Other Accreditation Fees: The Commission considered the Finance Committee's recommendations related to other accreditation fees. The Commission discussed the frequency of each of these fees, particularly the fee for non-compliance with the Commission's policy on HIPAA. The Commission noted that since establishing the Commission's privacy and data security procedures, Commission staff continues to spend an extraordinary amount of time reviewing program documents and managing non-compliance with CODA's policy and expectations related to privacy and data security. The Commission learned that there continues to be a number of programs that submit documents with information that is prohibited by the Commission; additionally, some programs have submitted prohibited information multiple times. As such, the Commission believed the fee for non-compliance with CODA's Policy on HIPAA should be increased effective immediately.

Commission Action: The Commission on Dental Accreditation directs the increase of the 2018 CODA Penalty for Non-Compliance with CODA Policy on HIPAA from \$1000 to \$4,000 per program per submission, to take effect immediately upon notification to the dental education programs within CODA's purview.

The Commission on Dental Accreditation directs that in the budget year 2019 the Commission on Dental Accreditation:

- Maintains the Special Focused Site Visit Administrative Fee of \$4,320.
- Maintains the CODA Penalty for Non-Compliance with CODA Policy on HIPAA of \$4,000 per program per submission, as amended by CODA effective Winter 2018.
- Maintains the Electronic Conversion of Paper Documents Fee to \$1,000.
- Maintains the Email/Contact Distribution List Fee of a \$200 minimum.
- Maintains the Research and Development Fund administrative fee of \$35

International Fees (For International Consultation and Accreditation PACV Process): The Commission noted the Finance Committee's recommendation to retain current international consultation fees.

Commission Action: The Commission on Dental Accreditation directs that the Commission maintains the current PACV International Consultation and Accreditation Fees (**Appendix 21**).

Commission Policies Related to Fees: The Commission considered the Finance Committee's recommended proposed revision to policies on fees.

Commission Action: The Commission on Dental Accreditation adopts, with immediate implementation, the proposed revision to policies on fees, as noted in **Appendix 21**.

Report of the Standing Committee on Quality Assurance and Strategic Planning (QASP): The report of the Standing Committee on Quality Assurance and Strategic Planning can be found

in **Appendix 22**. Below are actions taken by the Commission related to the Report of the Standing Committee on Quality Assurance and Strategic Planning.

Consideration of 2017-2021 CODA Strategic Plan Tracking Sheet and Operational Effectiveness Tracking Sheet: The Commission reviewed the tracking sheet of progress made regarding the Commission Strategic Plan as well as an associated operational effectiveness tracking sheet. The Commission noted the QASP recommendation related to enhanced training for site visitors, and believed the recommendation had merit.

Commission Action: The Commission on Dental Accreditation directs CODA staff to initiate development of web-based training programs with a progress report to the Commission, through the Quality Assurance and Strategic Planning Committee, for consideration in Summer 2018.

ADA-CODA Relationship Workgroup and 2017 Report of the Workgroup: The Commission considered the QASP discussion related to the ongoing work of the ADA-CODA Relationship Workgroup, and concurred with the recommendation that the Commission communicate with the Workgroup related to further discussion of governance issues for the ADA and Commission.

Commission Action: The Commission on Dental Accreditation directs a communication to the ADA-CODA Relationship Workgroup requesting the Workgroup to discuss governance issues related to the ADA-CODA relationship, including a process by which CODA could obtain sole authority over revisions to its *Rules*.

Accreditation of International Education Sites of U.S.-Based Commission Accredited Dental Education Programs: The Commission considered the QASP recommendations related to a request from four (4) dental deans that the Commission establish a process by which U.S.-based, CODA-accredited dental education programs could establish international educational sites for a predoctoral (DDS/DMD) educational track equivalent to “advanced standing” programs that are currently offered by many U.S.-based dental education programs, and internationally located CODA-accredited Advanced Education in General Dentistry (AEGD) certification programs to be granted in two years. The Commission agreed that international accreditation is an important topic; however, CODA should move forward with establishment of new accreditation pathways in accordance with its strategic plan and an identified need among the broad dental education community. It was unclear as to how many additional Deans have an interest in this proposal or whether the four (4) Deans represent the full scope of interest in this proposal. Further, since the request related to AEGD programs, the Commission believed that directors of dental education programs and directors of AEGD programs should be surveyed to determine interest as well as other factors that may impact a program’s ability to develop international training locations, which could inform CODA’s decision to move forward. The Commission amended the QASP recommendations to direct that surveys be sent to dental deans and directors of all U.S. based AEGD programs, and edited the language of the directive to identify that the Commission accredits dental programs, not dental schools, since the Commission is a programmatic accrediting agency.

Commission Action: The Commission on Dental Accreditation directs a survey of Dental School Deans and all U.S. based Advanced Education in General Dentistry (AEGD) program directors to identify interest, and resource and governance issues, that may impact CODA's decision to establish an accreditation process for the use of international sites where educational activity occurs for U.S.-based, CODA-accredited dental schools offering predoctoral (DDS/DMD) and Advanced Education in General Dentistry (AEGD) programs, with a report to the Standing Committee and Commission in Summer 2018.

The Commission on Dental Accreditation further directs staff to identify specific reporting or regulatory requirements that CODA should address related to its recognition with the United States Department of Education if the Commission establishes an accreditation process for the use of international sites where educational activity occurs for U.S.-based, CODA-accredited dental programs offering predoctoral (DDS/DMD) and Advanced Education in General Dentistry (AEGD) programs, with a report to the Standing Committee and Commission in Summer 2018.

Initiation of 2018 CODA Self-Assessment Report to the American Dental Association House of Delegates: The Commission noted that a self-assessment would be required this year, and submitted to the 2018 ADA House of Delegates.

Commission Action: The Commission on Dental Accreditation directs staff to work with the Standing Committee on Quality Assurance and Strategic Planning to draft the CODA 2018 Self-Assessment, with a report to the Commission in Summer 2018.

Additional Items for Consideration by QASP:

Request for Input on Health Professions Accreditors Collaborative (HPAC) Guidance Document on Interprofessional Education: The Commission considered the QASP recommendation related to the HPAC Guidance Document.

Commission Action: The Commission on Dental Accreditation directs a communication to the Health Professions Accreditors Collaborative (HPAC) expressing support of the draft outline of the "Guidance to meet accreditors' interprofessional education standards: A consensus document for academic institutions from the Health Professions Accreditors Collaborative (HPAC)."

Consideration of National Council on Disability Issue Brief "Neglect for Too Long: Dental Care for People with Intellectual and Developmental Disabilities": Commission discussed the Standing Committee's recommendation that the Commission communicate with the National Council on Disability to acknowledge review of the Issue Brief, reiterate CODA's belief in the importance of education in this area, and inform the Council of the method by which it may propose revisions to CODA's Accreditation Standards documents. The Commission also discussed the importance of dental care for people with intellectual and developmental disabilities as it may relate to dental education within all disciplines under the Commission's purview. Following discussion, the Commission approved a substitute motion to direct its 14 Review Committees to consider the National Council on Disability Issue Brief "Neglect for Too

Long: Dental Care for People with Intellectual and Developmental Disabilities,” during their meetings scheduled for July 9-13, 2018 with reports to the Commission in Summer 2018. The Commission also directed a communication to the National Council informing the Council of CODA’s actions.

Commission Action: The Commission on Dental Accreditation directs that all Review Committees consider the National Council on Disability Issue Brief “Neglect for Too Long: Dental Care for People with Intellectual and Developmental Disabilities,” with a report to the Commission in Summer 2018.

Report of the Standing Committee on Documentation and Policy Review: The report of the Standing Committee on Documentation and Policy Review can be found in **Appendix 23**. Below are actions taken by the Commission related to the Report of the Standing Committee on Documentation and Policy Review.

Policy on Use of the Commission’s Reserve Fund: The Commission considered the draft Policy on Operating Reserve Fund related to B-92-2017, which was submitted by CODA to the American Dental Association Board of Trustees requesting development of a mechanism to allow CODA to establish and access a separate reserve fund to retain its annual revenue after total (direct and indirect) expenses are paid. The Commission believed the draft policy should be implemented at such time that the Commission is able to develop a reserve fund.

Commission Action: The Commission on Dental Accreditation adopts the proposed Policy on Operating Reserve Fund (**Appendix 23**) for immediate implementation at such time that the ADA Board of Trustees develops a mechanism by which CODA can establish a reserve fund.

The Commission on Dental Accreditation directs that upon establishment of a CODA reserve fund, the Policy on Operating Reserve Fund (**Appendix 23**) be inserted in the CODA’s Evaluation and Operational Policies and Procedures Manual (EOPP).

The Commission on Dental Accreditation directs staff to forward the CODA Policy on Operating Reserve Fund found in **Appendix 23** to the ADA Board of Trustees for informational purposes to demonstrate CODA’s intent in establishing a reserve fund.

Consideration of Terminology Related to Advanced Education Programs: The Commission considered the Standing Committee’s report related to terminology used for advanced education programs within CODA’s lexicon to eliminate terminology that unintentionally dictates which advanced education program is a dental specialty, without further discussion.

Commission Action: The Commission on Dental Accreditation directs staff to work with the Standing Committee on Documentation and Policy Review to identify all necessary revisions to CODA’s Rules, the policies and procedures found in the Commission’s Evaluation and Operational Policies and Procedures (EOPP) manual, the Accreditation Standards and supporting documents, and the CODA website to eliminate terminology that unintentionally dictates which advanced education program is a dental

specialty, with an action plan for revision of all documents for consideration by the Commission at its Summer 2018 meeting.

The Commission on Dental Accreditation further directs an immediate communication to inform the communities of interest, including dental education programs, dental organizations and dental boards, that the Commission has directed development of a plan to revise its documents to eliminate terminology that unintentionally dictates which advanced education program is a dental specialty.

The Commission on Dental Accreditation further directs staff to work with the Standing Committee on Documentation and Policy Review to develop an ongoing communication plan to inform the Commission's communities of interest about the Commission's progress to eliminate terminology in CODA documents that unintentionally dictates which advanced education program is a dental specialty for consideration by the Commission at its Summer 2018 meeting.

Establishment of Deadlines (Timelines) for Submission of On-Site Documentation Related to a Special Appearance: The Commission noted the proposed revisions to CODA's policies related to the conduct of a special appearance.

Commission Action: The Commission on Dental Accreditation adopts the proposed revisions to the Commission's policies, "Due Process Related to Review Committee Special Appearances" and "Due Process Related to Withdrawal of Accreditation" found in **Appendix 23** with immediate implementation.

The Commission on Dental Accreditation directs the policies in **Appendix 23** be updated in the Commission's Evaluation and Operational Policies and Procedures and in all appropriate Commission documents.

Proposed Revisions to Other Policies: The Commission considered various revisions to policies within CODA's Evaluation and Operational Policies and Procedures Manual, without comment.

Commission Action: The Commission on Dental Accreditation adopts and implement immediately the proposed revisions to policies found in **Appendix 23**.

The Commissioner on Dental Accreditation directs that the policies in **Appendix 23** be updated in the Commission's Evaluation and Operational Policies and Procedures and in all appropriate Commission documents.

Report of the Ad Hoc Committee on Risk Based Accreditation: The report of the Ad Hoc Committee on Risk Based Accreditation can be found in **Appendix 24**. The Commission considered the Ad Hoc Committee's report and determined that the Commission's current process of accreditation includes appropriate mechanisms for ongoing review of programs and mechanisms to address programs that may be "at risk." The Commission concurred with the Ad Hoc Committee's recommendation.

Commission Action: The Commission on Dental Accreditation directs that CODA retains its current policies, procedures, and cycle for programmatic reviews to monitor and review programs that may be identified as “at risk”.

Update on Re-Recognition by the United States Department of Education: The Commission noted that the 2017 re-recognition process by the United States Department of Education resulted in re-recognition for the full length of five (5) years. The Commission’s scope of recognition is as follows:

Scope of Recognition: The accreditation of predoctoral dental education programs (leading to the D.D.S. or D.M.D. degree), advanced dental education programs, and allied dental education programs that are fully operational or have attained “Initial Accreditation” status, including programs offered via distance education.

Commission Action: This report is informational in nature and no action is required.

Update on United States Department of Education (USDE)/Update on Higher Education Accreditation: Dr. Sherin Took, director, CODA provided an update on important national topics related to education and accreditation that could have an impact on the Commission. The Commission learned that there are ongoing discussions related to the reauthorization of the Higher Education Act. The Commission also discussed the PROSPER Act, particularly related to the individual provisions of the Act and potential impact on the structure of the Commission and its relationship with the American Dental Association and other organizations. The Commission discussed potential alternatives to the appointment process for Commission members, should federal regulations require changes in the Commission’s process. The Commission also discussed the potential impact that a sudden change in federal regulations could have on the Commission and the educational programs under the Commission’s purview. The Commission believed that the ADA-CODA Relationship Workgroup should continue to address governance matters that may be of concern based upon the Act. The Commission believed that CODA should monitor the activity of other agencies related to this matter, in order to be prepared to review and submit comment if necessary. The Commission also determined that it should develop a statement on its current values and operational systems in place that mitigate conflicts of interest, including the many finance and governance changes underway, and the potential negative impact that a sudden change in the Higher Education Act may have on the Commission and dental education programs under CODA’s purview.

Commission Action: The Commission on Dental Accreditation directs that the topics related to the Higher Education Act be referred to the ADA-CODA Relationship Workgroup for consideration in the Workgroup’s ongoing discussion of the financial and governance issues between the Commission and American Dental Association.

The Commission on Dental Accreditation directs that the Commission prepare a statement for use, as needed, related to its current values and operational systems that mitigate conflicts of interest, as well as the activities related to governance and financial matters, and the potential negative impact on CODA and programs if move too quickly.

Survey of Meeting: Commissioners were reminded to complete the electronic post-meeting survey following the meeting. The survey is important for determining whether the Commission is achieving its goals for the year.

Commission Action: This report is informational in nature and no action is required.

New Business: There was no new business discussed at the meeting.

Commission Action: This report is informational in nature and no action is required.

Adjourn: The Commission adjourned the open session at 11:20 A.M.
