

MINUTES

COMMISSION ON DENTAL ACCREDITATION ADA HEADQUARTERS BUILDING, CHICAGO

THURSDAY, AUGUST 3, 2017 (CLOSED SESSION)

Call to Order: The Chair, Dr. Harold Mark Livingston, called a regular meeting of the Commission on Dental Accreditation (CODA) to order at 10:00 A.M. on Thursday, August 3, 2017, 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. Ralph Attanasi, Dr. Susan Callahan Barnard, Dr. Stephen Campbell, Mr. David Cushing, Dr. Loren Feldner, Dr. Catherine Flaitz, Dr. Steven Friedrichsen, Dr. James Geist, Dr. Joseph Hagenbruch, Dr. H. Garland Hershey, Jr., Dr. Tariq Javed, Dr. Arthur Jee, Dr. Bradford Johnson, Dr. Denise Kassebaum, Dr. Bruce Kinney, Mr. Dennis Lanier, Dr. William Leffler (vice-chair), Dr. Mark Lerman, Dr. Steven Levy, Dr. Harold Mark Livingston (chair), Dr. William Lobb, Dr. Michael Mills, Dr. Robert Sherman, Dr. David Stanton, Ms. Deanna Stentiford, Ms. Cindy Stergar, Dr. Stanley Surabian, Mr. Glenn Unser, and Dr. Matthew Wheeler. Dr. Alexandra Hebert was unable to attend.

Commissioner Trainees: Dr. John Agar, Dr. Christopher Hasty, Dr. Jeffery Hicks, Dr. Adolphus Jackson, Mr. Charles McClemens, Dr. William Nelson, and Dr. Lawrence Wolinsky. Ms. Nancy Mo attended a portion of the meeting.

Trustee Liaison: Dr. Raymond Cohlma, Twelfth District Trustee, American Dental Association (ADA).

Guests: Dr. Amarjit Rihal, Chair, Commission on Dental Accreditation of Canada (CDAC), and Mr. Frederic Duguay, Director, CDAC.

CODA Staff: Dr. Sherin Tooks, *ex-officio*, director, CODA, Ms. Cathy Baumann, Dr. Catherine Horan, Mr. Gregg Marquardt, Ms. Michelle Smith, Ms. Jennifer Snow, and Ms. Peggy Soeldner, managers, CODA were in attendance. Ms. Cathryn Albrecht, Senior Associate General Counsel, ADA/CODA was also in attendance. Ms. Patrice Renfrow, manager, CODA was not in attendance.

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

Commissioner Fiduciary Duties and Conflict of Interest Obligations: Ms. Cathryn Albrecht, ADA/CODA Senior Associate General Counsel, reminded the Commission of its fiduciary responsibilities and the Conflict of Interest policy.

Policy Reminder of Confidentiality: Dr. Harold Mark Livingston, 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, three (3) mail ballots related to program accreditation actions, which had been considered since the Winter 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 Postdoctoral General Dentistry Education Review Committee for a one-year appointment as site visitors for 2017-2018. The individuals recommended include the roles of advanced education in general dentistry, general practice residency, and orofacial pain site visitors.

Commission Action: The Commission on Dental Accreditation approves the site visitor appointments for 2017-2018 (**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 Winter 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 5:30 P.M.

MINUTES

COMMISSION ON DENTAL ACCREDITATION ADA HEADQUARTERS BUILDING, CHICAGO

FRIDAY, AUGUST 4, 2017 (OPEN SESSION)

Call to Order: The Chair, Dr. Harold Mark Livingston, called a regular meeting of the Commission on Dental Accreditation to order at 8:00 A.M. on Friday, August 4, 2017, in the Executive Board Room of the ADA Headquarters Building, Chicago, in open session.

Roll Call: Dr. Ralph Attanasi, Dr. Susan Callahan Barnard, Dr. Stephen Campbell, Mr. David Cushing, Dr. Loren Feldner, Dr. Catherine Flaitz, Dr. Steven Friedrichsen, Dr. James Geist, Dr. Joseph Hagenbruch, Dr. Alexandra Hebert (via telephone), Dr. H. Garland Hershey, Jr., Dr. Tariq Javed, Dr. Arthur Jee, Dr. Bradford Johnson, Dr. Denise Kassebaum, Dr. Bruce Kinney, Mr. Dennis Lanier, Dr. William Leffler (vice-chair), Dr. Mark Lerman, Dr. Steven Levy, Dr. Harold Mark Livingston (chair), Dr. William Lobb, Dr. Michael Mills, Dr. Robert Sherman, Dr. David Stanton, Ms. Deanna Stentiford, Ms. Cindy Stergar, Dr. Stanley Surabian, Mr. Glenn Unser, and Dr. Matthew Wheeler.

Commissioner Trainees: Dr. John Agar, Dr. Christopher Hasty, Dr. Jeffery Hicks, Dr. Adolphus Jackson, Mr. Charles McClemens, Ms. Nancy Mo, Dr. William Nelson, and Dr. Lawrence Wolinsky.

Trustee Liaison: Dr. Raymond Cohlma, Twelfth District Trustee, American Dental Association (ADA).

Guests: Dr. Amarjit Rihal, Chair, Commission on Dental Accreditation of Canada (CDAC), and Mr. Frederic Duguay, Director, CDAC.

CODA Staff: Dr. Sherin Tooks, *ex-officio*, director, CODA, Ms. Cathy Baumann, Dr. Catherine Horan, Mr. Gregg Marquardt, Ms. Michelle Smith, Ms. Jennifer Snow, and Ms. Peggy Soeldner, managers, CODA were in attendance. Ms. Cathryn Albrecht, Senior Associate General Counsel, ADA/CODA was also in attendance. Ms. Patrice Renfrow, manager, CODA was not 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 Winter 2017 Meetings: The minutes of the Winter 2017 Commission meetings were approved.

Consent Calendar: The following reports in their entirety were placed on the consent calendar and were adopted as received:

- Report of the Review Committee on Dental Laboratory Technology Education (**Appendix 3**).
- Mail Ballots Since the Last Commission Meeting:
 - A. Consideration of Proposed Revision to Accreditation Status Definition – Closed 6/5/2017

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

Committee Chair: Dr. William Lobb. Committee Members: Drs. Carla Evans, Liz Kaz, Thomas McConnell, Stephanie Oberhaus, Charlotte Royeen, Karl Self, Robert Trombly and Deborah Weisfuse. Guest (Open Session Only): Dr. Anthony Palatta, chief learning officer, American Dental Education Association (ADEA) and Ms. Ann Lynch, director, Division of Education, American Dental Hygienists' Association (ADHA) attended the policy portion of the meeting. Commissioner-Trainees: Drs. Christopher Hasty, Adolphus Jackson, Ms. Nancy Mo, and Dr. Lawrence Wolinsky. 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 was held on July 10-11, 2017 at the ADA Headquarters, Chicago, Illinois. The PREDOC RC report is found in **Appendix 4**.

Informational Report on Frequency of Citings of Accreditation Standards for Dental Education Programs: There was no discussion on this report.

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

Informational Report on Frequency of Citings of Accreditation Standards for Dental Therapy Programs: 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 Standard 2-23 for Dental Education Programs (Opioids): The Commission considered the recommendation of the PREDOC RC, which was based upon comment received through circulation of the proposed standard for a period of public comment.

- 2-23** At a minimum, graduates **must** be competent in providing oral health care within the scope of general dentistry, as defined by the school, including:
- e. local anesthesia, and pain and anxiety control, including consideration of the impact of prescribing practices and substance use disorder;

Commission Action: The Commission on Dental Accreditation adopts the proposed revised Dental Education Standard 2-23e noted above, with immediate implementation.

Consideration of Proposed Revision to the Accreditation Standards to Address Areas of Oversight at Sites Where Educational Activity Occurs: The Commission considered proposed revision to the standards to include development of a new standard (2-6) on faculty calibration, revision to Standards 3-1 and 3-2, and development of a new standard (4-6) on written agreements, to address oversight at sites where educational activities occur. (**Additions are Underlined; Strikethroughs are Deletions:**)

New Standard 2-6: (re: Faculty calibration)

Students must receive comparable instruction and assessment at all sites where required educational activity occurs through calibration of all appropriate faculty.

Examples of Evidence:

- **On-going faculty training**
- **Calibration Training Manuals**
- **Periodic monitoring for compliance**
- **Documentation of faculty participation in calibration-related activities**

Revised Standard 3-1: (re: Appropriate staff and student oversight)

The number and distribution of faculty **must** be sufficient to meet the dental school's stated purpose/mission, goals and objectives **at all sites where required educational activity occurs.**

Revised Standard 3-2: (re: Faculty calibration)

The dental school **must** show evidence of an ongoing faculty development process.

Intent:

Ongoing faculty development is a requirement to improve teaching and learning, to foster curricular change, to enhance retention and job satisfaction of faculty, and to maintain the vitality of academic dentistry as the wellspring of a learned profession

Examples of evidence to demonstrate compliance may include:

- Participation in development activities related to teaching and learning
- Attendance at regional and national meetings that address education
- Mentored experiences for new faculty
- Scholarly productivity
- Maintenance of existing and development of new and/or emerging clinical skills
- Documented understanding of relevant aspects of teaching methodology
- Curriculum design and development
- Curriculum evaluation
- Student/Resident assessment
- Cultural Competency
- Ability to work with students of varying ages and backgrounds

- Use of technology in didactic and clinical components of the curriculum
- Records of Calibration of Faculty

New Standard 4-6: (Written agreements)

Any site not owned by the sponsoring institution where required educational activity occurs must have a written agreement that clearly defines the roles and responsibilities of the parties involved.

Commission Action: The Commission on Dental Accreditation adopts the proposed new and revised dental education accreditation standards noted above, with implementation January 1, 2018.

The Commission further directs that timely notification be provided to programs preparing for site visits in 2018 so that compliance with the approved new and revised standards will be demonstrated within their self-study.

Consideration of Proposed Revision to the Accreditation Standard 2-23 for Dental Education Programs (Digital Dentistry): The Commission considered the PREDOC RC's report, which identified that the dental education standards include, in the Preface, a section regarding the educational environment addressing application of technology. Therefore, the PREDOC RC believed that a broad inclusion of technology in the curriculum management plan (Standard 2-7) for dental education programs was appropriate. The Commission discussed whether inclusion of technology in Standard 2-7 (curriculum management) may be too vague and whether digital dentistry should be included in a modification of Standard 2-23 to require graduates be competent in digital dentistry techniques. It was noted that Standard 2-7 was modified to ensure that technology would span the entire dental education curriculum.

Commission Action: The Commission on Dental Accreditation directs that the proposed revision to Dental Education Standard 2-7 (**Appendix 5**) be circulated to the communities of interest, with comments due by December 1, 2017 and a Hearing conducted at the Fall 2017 ADA annual meeting, review of received comments and possible adoption by the Commission, at its Winter 2018 meeting.

Report of the Joint Advisory Committee on Dental Education Information (JACDEI): The Commission considered the PREDOC RCs recommendations related to the Joint Advisory Committee on Dental Education Information.

Finalization of Committee Charge: The Commission noted the proposed charge of the JACDEI.

Commission Action: The Commission on Dental Accreditation approves the proposed charge of the Joint Advisory Committee on Dental Education Information (JACDEI) as presented in **Appendix 6**.

Discussion of Items D, E, and F of Q #30 of the Group II-Student Information Survey:

The Commission noted the proposed restructure of Question #30 within the Group II-Student Information Survey.

Commission Action: The Commission on Dental Accreditation approves the proposed response(s) to the program queries presented in **Appendix 7**, with implementation for the 2017-18 survey.

Frequency of Administration of the Group IV-Curriculum Survey: The Commission noted the recommendation to reduce the frequency of the curriculum survey from annual to biennial, such that the next curriculum survey will occur in 2018-2019.

Commission Action: The Commission on Dental Accreditation approves a change in frequency in the administration of the Curriculum Survey for dental education programs, from an annual to a biennial distribution, with the next distribution to be scheduled for 2018-19.

Consideration of Curriculum Survey Types of Assessment as reported in the Predoctoral Dental Education Curriculum Survey Data: There was no discussion on this report.

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

Consideration of a Request from the American Dental Education Association on the Research Standards of the Accreditation Standards for Dental Education Programs: The Commission noted the proposed revisions to Standard 6 of the Accreditation Standards for Dental Education Programs submitted by the American Dental Education Association (ADEA), with support by the American Association of Dental Research (AADR). Based upon questions raised by the PREDOC RC, it was recommended that the Commission seek additional information from ADEA.

Commission Action: The Commission on Dental Accreditation directs staff to contact the American Dental Education Association to request the rationale for the proposed revisions to Standard 6 for further review at the PREDOC RC and Commission's Winter 2018 meetings.

New Business: Discussion Regarding Commission Site Visitors: Dental Therapy Educator Role on Site Visits: The Commission noted that there is a lack of a sufficient number of dental therapy educators to participate as part of the site visit team to a dental therapy education program. Currently, the Commission requires that a dental therapy site visit team consist of three (3) members as follows: one (1) dental therapist educator, one (1) predoctoral dentist educator, and one (1) additional site visitor that could be either a second dental therapist educator, second predoctoral dentist educator, or an allied dentist educator, with immediate implementation (February 2016 CODA Action).

Commission Action: The Commission on Dental Accreditation directs a temporary exception to the dental therapy site visit team composition, if needed due to lack of dental therapy educator availability, such that if a dental therapy educator cannot be identified in accordance with Commission policy then the three person site visit team may be

composed of a predoctoral educator and allied dentists (three people total in any combination) for a grace period of two (2) years through August 2019.

New Business: Need for Predoctoral Site Visitors (Finance and Chair): There was no discussion on this report.

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

New Business: Dental Education Standard 3-1 (Faculty Qualifications): A Commission member noted that in Winter 2017 there was discussion related to a proposed revision to Standard 3-1 pertaining to faculty qualifications, which is currently under circulation for a period of public comment and will be considered by the Commission in Winter 2018. It was noted that assessing the qualifications of faculty and credentialing faculty are two separate processes. The Commission believed that credentialing of faculty should be considered by the PREDOC RC when reviewing the proposed revision to Dental Standard 3-1.

Commission Action: The Commission directs that the Review Committee on Predoctoral Dental Education when considering comment on Standard 3-1 regarding faculty qualifications also consider the concept of faculty credentialing in its discussion.

Report of the Review Committee on Postdoctoral General Dentistry Education (PGD RC):

Committee chair: Dr. Harold “Mark” Livingston. Committee members: Dr. Ralph Epstein, Dr. Jeffery Hicks, Dr. Judith Messura, Dr. Jeffry Shaefer, Dr. William Stewart, Dr. Robert Strauss, Mr. Glenn Unser, Dr. Michael Webb, and Dr. Allen Wong. Dr. Mahnaz Fatahzadeh and Ms. Sri Koduri participated for a portion of the meeting via telephone. Dr. Henry Gremillion substituted as needed for discipline-specific program review. CODA Staff: Ms. Peggy Soeldner, manager, Postdoctoral General Dentistry Education.

The meeting of the Postdoctoral General Dentistry Education Review Committee (PGD RC) was held July 13-14, 2017 at the ADA Headquarters Building, Chicago, Illinois. The PGD RC report is found in **Appendix 8**.

Informational Report on Frequency of Citings of Accreditation Standards for Advanced Education Programs in General Dentistry: There was no discussion on this report.

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

Informational Report on Frequency of Citings of Accreditation Standards for Advanced Education Programs in General Practice Residency: There was no discussion on this report.

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

Informational Report on Frequency of Citings of Accreditation Standards for Advanced General Dentistry Education Programs in Dental Anesthesiology: There was no discussion on this report.

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

Informational Report on Frequency of Citings of Accreditation Standards for Advanced General Dentistry Education Programs in Oral Medicine: There was no discussion on this report.

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

Informational Report on Frequency of Citings of Accreditation Standards for Advanced General Dentistry Education Programs in Orofacial Pain: There was no discussion on this report.

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

Consideration of Proposed Revisions to the Accreditation Standards for Advanced Education Programs in General Dentistry to Address Areas of Oversight at Sites Where Educational Activity Occurs: The Commission considered proposed revisions to accreditation standards and comments received.

Commission Action: The Commission on Dental Accreditation adopts the proposed revisions to Accreditation Standards for Advanced Education Programs in General Dentistry found in **Appendix 9** with an implementation date of July 1, 2018.

Consideration of Proposed Revisions to the Accreditation Standards for Advanced Education Programs in General Practice Residency to Address Areas of Oversight at Sites Where Educational Activity Occurs: The Commission considered proposed revisions to accreditation standards and comments received.

Commission Action: The Commission on Dental Accreditation adopts the proposed revisions to Accreditation Standards for Advanced Education Programs in General Practice Residency found in **Appendix 10** with an implementation date of July 1, 2018.

Consideration of Proposed Revisions to the Accreditation Standards for Advanced General Dentistry Education Programs in Dental Anesthesiology to Address Areas of Oversight at Sites Where Educational Activity Occur: The Commission considered proposed revisions to accreditation standards and comments received.

Commission Action: The Commission on Dental Accreditation adopts the proposed revisions to Advanced General Dentistry Education Programs in Dental Anesthesiology found in **Appendix 11** with an implementation date of July 1, 2018.

Consideration of Proposed Revisions to the Accreditation Standards for Advanced General Dentistry Education Programs in Oral Medicine to Address Areas of Oversight at Sites Where Educational Activity Occurs: The Commission considered proposed revisions to accreditation standards and comments received.

Commission Action: The Commission on Dental Accreditation adopts the proposed revisions to Accreditation Standards for Advanced General Dentistry Education

Programs in Oral Medicine found in **Appendix 12** with an implementation date of July 1, 2018.

Consideration of Proposed Revisions to the Accreditation Standards for Advanced General Dentistry Education Programs in Orofacial Pain to Address Areas of Oversight at Sites Where Educational Activity Occurs: The Commission considered proposed revisions to accreditation standards and comments received.

Commission Action: The Commission on Dental Accreditation adopts the proposed revisions to Accreditation Standards for Accreditation Standards for Advanced General Dentistry Education Programs in Orofacial Pain found in **Appendix 13** with an implementation date of July 1, 2018.

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, Dr. Connie Kracher and Ms. Joleen VanBibber. **Guests (Open Session Only):** Ms. Katherine Landsberg, director, Governmental Affairs, Dental Assisting National Board. Dr. John Kasper, executive director, American Dental Assistants Association, and Ms. Sidonia Peto, education director, American Dental Assistants Association, attended the policy portion of the meeting by telephone conference call. **Commission Staff:** Ms. Michelle Smith, manager, Allied Dental Education and Dr. Sherin Tooks, director, CODA.

The meeting of the Review Committee on Dental Assisting Education (DA RC) was held on July 13-14, 2017 in Room 2A at the ADA Headquarters, Chicago, Illinois. The Report of the DA RC is found in **Appendix 14**.

Informational Report On Frequency of Citings of Accreditation Standards for Dental Assisting Education Programs: There was no discussion on this report.

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

New Business: Proposed Revisions to Dental Assisting Standards 1-7, 2-5, 2-21, 2-22, 3-4, and 3-6: The Commission considered several proposed revisions to the dental assisting standards to clarify the Commission's expectations.

Commission Action: The Commission on Dental Accreditation adopts the proposed revisions to Dental Assisting Standards 1-7, 2-5, 2-21, 2-22, 3-4, and 3-6, found in **Appendix 15**, with an implementation date of January 1, 2018.

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, Ms. Carolyn Jackson, Dr. Susan Kass, Dr. Ronald Kosinski (attended the Open Session and New Business by telephone conference call), Ms. Barbara Krieg, Ms. Jo Ann Allen Nyquist, and Dr. Sally Mauriello. **Guests (Open Session Only):** Dr. Anthony Palatta, chief learning officer, American Dental Education Association and Ms.

Ann Lynch, director, Education and Advocacy, American Dental Hygienists' Association attended the policy portion of the meeting. Commission Staff: Ms. Michelle Smith, manager, Allied Dental Education and Dr. Sherin Tooks, director, CODA.

The meeting of the Review Committee on Dental Hygiene Education (DH RC) was held on July 11-12, 2017 at the ADA Headquarters, Chicago, Illinois. The Report of the DH RC is found in **Appendix 16**.

Informational Report On Frequency of Citings of Accreditation Standards for Dental Hygiene Education Programs: There was no discussion on this report.

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

Proposed Revisions to Accreditation Standards for Dental Hygiene Education Programs:

Proposed Revision Submitted by Dr. Curtis: The Commission considered a proposed revision to Dental Hygiene Standard 2-14 (addition underlined):

2-14 Graduates must be competent in providing dental hygiene care for all types of classifications of periodontal diseases including patients who exhibit moderate to severe periodontal disease.

Commission Action: The Commission on Dental Accreditation adopts the proposed revision to Dental Hygiene Standard 2-14 (noted above) with immediate implementation.

Proposed Revision Submitted by American Dental Hygienists' Association (ADHA): The Commission reviewed proposed revisions related to dental hygiene diagnosis, dental hygiene process of care, and interprofessional education.

Commission Action: The Commission on Dental Accreditation directs the proposed revisions to the Definition of Terms and Standards 2-8d and 2-13 in the Accreditation Standards for Dental Hygiene Education Programs (**Appendix 17**) be circulated to the communities of interest for review and comment, with Hearings conducted at the October 2017 American Dental Association, March 2018 American Dental Education Association, and June 2018 American Dental Hygienists' Association annual meetings, with comments reviewed at the Commission's Summer 2018 meetings.

The Commission also considered the DH RC's recommendations related to proposed revision to the dental hygiene standards pertaining to entry into the profession, Standards 2-1 and 3-7, noting that there was not enough information at this time to make the proposed changes. The DH RC believed that the Commission should formally contact the ADHA and request information to support the ADHA's proposed revisions to include the following:

- The rationale for the proposed revisions to Standard 2-1 and 3-7;
- An impact study related to the proposed changes, including assurance that every CODA-accredited dental hygiene program had an opportunity to provide comment;

- Information from the dental hygiene education community related to the acceptance of the baccalaureate degree as entry into the profession, and ability to offer a baccalaureate degree at institutions currently sponsoring CODA-accredited dental hygiene programs;
- Information from higher education institutional and regional accreditors on how this change may affect a CODA-accredited program sponsoring institution's ability to grant degrees for dental hygiene education programs;
- Information from state and dental hygiene boards regarding current requirements for entry into the profession.

Commission Action: The Commission on Dental Accreditation directs that the Commission formally contact the American Dental Hygienists' Association (ADHA) and request additional information (noted above) prior to reconsideration of the ADHA's proposed revisions to Dental Hygiene Standards 2-1 and 3-7.

New Business: Proposed Revisions to Dental Hygiene Standards 2-1 and 2-24: The Commission considered proposed revisions to Standard 2-1 (comparable degree) and 2-24 (faculty calibration).

Commission Action: The Commission on Dental Accreditation directs the proposed revision to Dental Hygiene Standards 2-1 and 2-24 of the Accreditation Standards for Dental Hygiene Education Programs (**Appendix 18**) be circulated to the communities of interest for review and comment, with Hearings conducted at the October 2017 American Dental Association, March 2018 American Dental Education Association, and June 2018 American Dental Hygienists' Association annual meetings, with comments reviewed at the Commission's Summer 2018 meetings.

New Business: Proposed Revisions to Dental Hygiene Standard 3-7: The Commission considered proposed revisions to Standard 3-7 (addition is underlined; deletion is ~~stricken~~):

- 3-7 The full time faculty of a dental hygiene program must possess a baccalaureate or higher degree.**
Part-time faculty providing didactic instruction must have earned at least a baccalaureate degree or be currently enrolled in a baccalaureate degree program.
All dental hygiene program faculty members must have:
- a) current knowledge of the specific subjects they are teaching.**
 - b) documented background in current educational methodology concepts consistent with teaching assignments.**
 - c) Faculty who are dental hygienists must be graduates of dental hygiene programs accredited by the Commission on Dental Accreditation.**

Intent:

Faculty should have ~~current~~ background in current education theory and practice, concepts relative to the specific subjects they are teaching, clinical practice experience and, if applicable, distance education techniques and delivery. Dentists and dental hygienists who supervise students' clinical procedures should have qualifications which

comply with the state dental or dental hygiene practice act. Individuals who teach and supervise dental hygiene students in clinical enrichment experiences should have qualifications comparable to faculty who teach in the dental hygiene clinic and are familiar with the program's objectives, content, instructional methods and evaluation procedures.

Examples of evidence to demonstrate compliance may include:

- faculty curriculum vitae with recent professional development activities listed
- evidence of participation in workshops, in-service training, self-study courses, on-line and credited courses attendance at regional and national meetings that address education
- mentored experiences for new faculty
- scholarly productivity
- maintenance of existing and development of new and/or emerging clinical skills

Commission Action: The Commission on Dental Accreditation adopts the proposed revision to Dental Hygiene Standard 3-7 (noted above) of the Accreditation Standards for Dental Hygiene Education Programs, with immediate implementation.

New Business: Definition of Institutional Sponsorship: The Commission noted the DH RC's concern related to varying levels of organizational structure among institutions that sponsor dental hygiene education programs. Based upon the various organizational structures, the Review Committee believed further clarification and a definition of institutional sponsorship may be necessary.

Commission Action: The Commission on Dental Accreditation directs the formation of an ad hoc committee of current members of the Dental Hygiene Review Committee to clarify the expectation of institutional sponsorship, with a summary report of its findings for consideration by the Dental Hygiene Review Committee and Commission at their Winter 2018 meetings.

Report of the Review Committee on Dental Public Health Education (DPH RC): Committee Chair: Dr. Steven Levy. Committee Members: Dr. Donald Altman, Dr. Linda Kaste, Dr. James Leonard and Dr. Michael Wajdowicz. Dr. David Cappelli substituted as needed for a discipline specific program review. Guests (Open Portion Only): No guests attended 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, attended a portion of the meeting.

The meeting of the Review Committee on Dental Public Health Education was held on July 14, 2017 via telephone conference call. The Report of the DPH RC is found in **Appendix 19**.

Informational Report of Frequency of Citings of Accreditation Standards for Advanced Specialty Education 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.

Consideration of Proposed Revisions to Discipline Specific Accreditation Standards to Address Areas of Oversight at Sites Where Educational Activity Occurs: The Commission considered proposed revisions to accreditation standards and comments received.

Commission Action: The Commission on Dental Accreditation adopt the proposed revised Accreditation Standards for Advanced Specialty Education Programs in Dental Public Health (**Appendix 20**) with an implementation date of July 1, 2018.

New Business: Consideration of Proposed Revision to Standard 4-2 of the Accreditation Standards for Advanced Specialty Education Programs in Dental Public Health: The Commission considered a proposed revision to Dental Public Health Standard 4-2 with the addition of an intent statement to clarify the expectation of the requirement regarding instruction in general public health.

Commission Action: The Commission on Dental Accreditation adopts the proposed revision to Dental Public Health Education Standard 4-2 – Instruction in General Public Health (**Appendix 21**) with immediate implementation.

Report of the Review Committee on Endodontics Education (ENDO RC): Committee Chair: Dr. Bradford Johnson. Committee Members: Dr. Brian Bergeron, Dr. James Johnson, Dr. Robert Miller, and Ms. Diane Neefe. Dr. William Johnson was unable to participate. Guests (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 and Ms. Marcia McKinney, senior project assistant, Commission on Dental Accreditation (CODA).

The meeting of the Review Committee on Endodontics Education (ENDO RC) was held on July 10, 2017 via telephone conference call. The Report of the ENDO RC is found in **Appendix 22**.

Informational Report on Frequency of Citings of Accreditation Standards for Advanced Specialty Education Programs in Endodontics: There was no discussion on this report.

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

Consideration of Revision to Discipline Specific Accreditation Standards to Address Areas of Oversight at Sites Where Educational Activity Occurs: The Commission considered proposed revisions to accreditation standards and comments received.

Commission Action: The Commission on Dental Accreditation adopts the proposed revisions to the Accreditation Standards for Advanced Specialty Education Programs in Endodontics, found in **Appendix 23**, with an implementation date of July 1, 2018.

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, Dr. Kurt Summersgill, and Dr. Matthew Wheeler. Dr. Frank Kratochvil substituted as

needed for a discipline specific program review. Guests (Open Session Only): Ms. Janet Svazas, executive director, American Academy of Oral and Maxillofacial Pathology (AAOMP). 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 July 13, 2017 via telephone conference call. The Report of the OMP RC is found in **Appendix 24**.

Informational Report of Frequency of Citings of Accreditation Standards for Advanced Specialty Education Programs in Oral and Maxillofacial Pathology: There was no discussion on this report.

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

Consideration of Proposed Revisions to Discipline Specific Accreditation Standards to Address Areas of Oversight at Sites Where Educational Activity Occurs: The Commission considered proposed revisions to accreditation standards and comments received.

Commission Action: The Commission on Dental Accreditation adopts the proposed revised Accreditation Standards for Advanced Specialty Education Programs in Oral and Maxillofacial Pathology (**Appendix 25**) with an implementation date of July 1, 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. Veeratrishul Allareddy, Dr. Vijay Parashar, and Dr. Mark Schmidt. Guests (Open Portion Only): Dr. Sanjay Mallya, president, American Academy of Oral and Maxillofacial Radiology. 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 was held on Monday July 10, 2017 via telephone conference call. The Report of the OMR RC is found in **Appendix 26**.

Informational Report of Frequency of Citings of Accreditation Standards for Advanced Specialty Education Programs in Oral and Maxillofacial Radiology: There was no discussion on this report.

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

Consideration of Proposed Revisions to Discipline Specific Accreditation Standards to Address Areas of Oversight at Sites Where Educational Activity Occurs: The Commission considered proposed revisions to accreditation standards and comments received. The Commission discussed the proposed implementation date and took action to modify the implementation from January 1, 2018 to July 1, 2018.

Commission Action: The Commission on Dental Accreditation adopts the proposed revised Accreditation Standards for Advanced Specialty Education Programs in Oral and Maxillofacial Radiology (**Appendix 27**) with an implementation date of July 1, 2018.

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

Committee Chair: Dr. David Stanton. **Committee Members:** Dr. Steven Lepowsky, Dr. William Nelson (Commissioner Trainee), Dr. Gregory Ness, Dr. Vincent Perciaccante, and Ms. Cindy Stergar. Dr. Martin Steed attended a portion of the meeting. Dr. Paul Tiwana (substitute as needed for discipline specific program review) participated via telephone conference call. **Guests (Open Session Only):** Ms. Mary Allaire-Schnitzer, associate executive director; Ms. Laurie Oddo, manager advanced education and resident affairs; Dr. Douglas Fain, president; Dr. Brett Ferguson, president-elect; Dr. Thomas Indresano, vice president; Dr. David Johnson, treasurer; and Dr. Louis Rafetto, immediate past president; American Association of Oral and Maxillofacial Surgeons (AAOMS); and Mr. Lance Hoxie, executive vice president, American Board of Oral and Maxillofacial Surgery (ABOMS) attended the policy portion of the meeting. **Staff Member:** Ms. Jennifer Snow, manager, Advanced Specialty Education, Commission on Dental Accreditation (CODA).

The meeting of the Review Committee on Oral and Maxillofacial Surgery Education (OMS RC) was held on July 11, 2017 at the ADA Headquarters, Chicago, Illinois. The Report of the OMS RC is found in **Appendix 28**.

Informational Report on Frequency of Citings of Accreditation Standards for Advanced Specialty Education Programs in Oral and Maxillofacial Surgery: There was no discussion on this report.

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

Informational Report on Frequency of Citings of Accreditation Standards for Clinical Fellowship Training Programs in Oral and Maxillofacial Surgery: There was no discussion on this report.

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

Informational Report on Oral and Maxillofacial Surgery Programs (Residency and Fellowship) 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 Revision to Discipline Specific Accreditation Standards to Address Areas of Oversight at Sites Where Educational Activity Occurs: The Commission considered proposed revisions to accreditation standards and comments received.

Commission Action: The Commission on Dental Accreditation adopts the proposed revisions to the Accreditation Standards for Advanced Specialty Education Programs in

Oral and Maxillofacial Surgery, found in **Appendix 29**, with an implementation date of July 1, 2018.

The Commission on Dental Accreditation further adopts the proposed revisions to the Accreditation Standards for Clinical Fellowship Training Programs in Oral and Maxillofacial Surgery, found in **Appendix 30**, with an implementation date of July 1, 2018.

Consideration of Proposed Revisions to the Accreditation Standards for Advanced Specialty Education Programs in Oral and Maxillofacial Surgery: The Commission considered the OMS RC's recommendations related to proposed revisions to Standards 2-2, 2-2.1, and 2-2.2, which had been recommended by a Commission site visitor.

Commission Action: The Commission on Dental Accreditation directs the proposed revisions to the Accreditation Standards for Advanced Specialty Education Programs in Oral and Maxillofacial Surgery not be adopted, and retains Standards 2-2, 2-2.1, and 2-2.2 as currently written.

Report of the Review Committee on Orthodontics and Dentofacial Orthopedics (ORTHO RC): **Committee Chair:** Dr. H. Garland Hershey. **Committee Members:** Dr. Thomas Cangialosi (substitute as needed for discipline specific program review), Dr. G. Frans Currier, Mr. David Cushing, Dr. James Hartsfield, Dr. Scott Jamieson, and Dr. Wendy Woodall. **Guests (Open Session Only):** Ms. Anita Craig, director and Ms. Barbara Simon, education manager, American Association of Orthodontists attended the policy portion of the meeting. **Staff Members:** Ms. Jennifer Snow, manager, Advanced Specialty Education and Ms. Marcia McKinney, senior project assistant, Commission on Dental Accreditation (CODA).

The meeting of the Review Committee on Orthodontics and Dentofacial Orthopedics Education (ORTHO RC) was held on July 14, 2017 via telephone conference call. The Report of the ORTHO RC is found in **Appendix 31**.

Informational Report on Frequency of Citings of Accreditation Standards for Advanced Specialty Education Programs in Orthodontics and Dentofacial Orthopedics: There was no discussion on this report.

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

Informational Report on Frequency of Citings of Accreditation Standards for Clinical Fellowship Training Programs in Craniofacial and Special Care Orthodontics (Implemented July 1, 2009): There was no discussion on this report.

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

Consideration of Revision to Discipline Specific Accreditation Standards to Address Areas of Oversight at Sites Where Educational Activity Occurs: The Commission considered proposed revisions to accreditation standards and comments received.

Commission Action: The Commission on Dental Accreditation adopts the proposed revisions to the Accreditation Standards for Advanced Specialty Education Programs in Orthodontics and Dentofacial Orthopedics, found in **Appendix 32**, with an implementation date of July 1, 2018.

The Commission further adopts the proposed revisions to the Accreditation Standards for Clinical Fellowship Training Programs in Craniofacial and Special Care Orthodontics, found in **Appendix 33**, with an implementation date of July 1, 2018.

Informational Report on Frequency of Citings of Accreditation Standards for Clinical Fellowship Training Programs in Craniofacial and Special Care Orthodontics (Implemented August 7, 2015): 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 Pediatric Dentistry Education (PED RC): **Committee Chair:** Dr. Catherine Flaitz. **Committee Members:** Dr. Martin Donaldson, Dr. Man Wai Ng, Dr. Reuben Pelot, Mr. Gerald Phipps, and Dr. Janice Townsend. **Guests (Open Portion Only):** Mr. Scott Dalhouse, manager of educational affairs, American Academy of Pediatric Dentistry (AAPD). **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 was held on Tuesday July 11, 2017 via telephone conference call. The Report of the PED RC is found in **Appendix 34**.

Informational Report on Frequency of Citings of Accreditation Standards for Advanced Specialty Education Programs in Pediatric Dentistry: There was no discussion on this report.

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

Consideration of Proposed Revisions to Discipline Specific Accreditation Standards to Address Areas of Oversight at Sites Where Educational Activity Occurs: The Commission considered proposed revisions to accreditation standards and comments received. The Commission discussed the proposed implementation date and took action to modify the implementation from January 1, 2018 to July 1, 2018.

Commission Action: The Commission on Dental Accreditation adopts the proposed revised Accreditation Standards for Advanced Specialty Education Programs in Pediatric Dentistry (**Appendix 35**) with an implementation date of July 1, 2018.

Consideration of Proposed Revisions to the Accreditation Standard 4-6 for Advanced Specialty Education Programs in Pediatric Dentistry: The Commission noted the proposed revision

addresses behavior guidance including sedations, with changes in the standard serving to clarify the term related to the operator, and clarity within the intent statement to further define the operator and observer. The Commission discussed whether the number of required sedation experiences was sufficiently rigorous and learned that the PED RC believed these numbers to be sufficient at this time.

Commission Action: The Commission on Dental Accreditation adopts the proposed revised Accreditation Standards for Advanced Specialty Education Programs in Pediatric Dentistry (**Appendix 36**) with immediate implementation.

Report of the Review Committee on Periodontics Education (PERIO RC): Committee Chair: Dr. Michael Mills. Committee Members: Dr. James Katancik, Dr. Lucinda (Cindy) Lyon, Dr. Bryan Pearson, Dr. Charles Powell, and Mr. John Rheinberger. Guests (Open Session Only): Ms. Jasmine Alkhatib, manager, Academic Programs and Ms. Eileen Loranger, director, Governance, 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 and Ms. Marcia McKinney, senior project assistant, Commission on Dental Accreditation (CODA).

The meeting of the Review Committee on Periodontics Education (PERIO RC) was held on July 13, 2017 via telephone conference call. The Report of the PERIO RC is found in **Appendix 37**.

Informational Report on Frequency of Citings of Accreditation Standards for Advanced Specialty Education Programs in Periodontics: There was no discussion on this report.

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

Consideration of Revision to Discipline Specific Accreditation Standards to Address Areas of Oversight at Sites Where Educational Activity Occurs: The Commission considered proposed revisions to accreditation standards and comments received.

Commission Action: The Commission on Dental Accreditation adopts the proposed revisions to the Accreditation Standards for Advanced Specialty Education Programs in Periodontics, found in **Appendix 38**, with an implementation date of July 1, 2018.

New Business: Consideration of Revision to Standard 4-11b of the Accreditation Standards for Advanced Specialty Education Programs in Periodontics: 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 Prosthodontics Education (PROS RC): Committee Chair: Dr. Stephen Campbell. Committee Members: Dr. Ronald Burakoff, Dr. Louis DiPede, Dr. Hiroshi Hirayama, Dr. Arthur Nimmo, and Dr. Elizabeth Sabin. Commissioner Trainee: Dr. John Agar. Guests (Open Portion Only): Dr. Linda Caradine-Poinsett, executive director, American College of Prosthodontists (ACP) and Dr. Denise Stewart, chief policy officer,

American Dental Education Association (ADEA). Staff Members: Ms. Catherine Baumann, manager, Advanced Specialty Education. Mr. Gregg Marquardt, manager, Communications and Technology Strategies, CODA attended a portion of the meeting.

The meeting of the Review Committee on Prosthodontics Education (PROS RC) was held on Wednesday, July 12, 2017 at the ADA Headquarters, Chicago, Illinois. The Report of the PROS RC is found in **Appendix 39**.

Informational Report of Frequency of Citings of Accreditation Standards for Advanced Specialty Education Programs in Prosthodontics (Implemented January 1, 2009): There was no discussion on this report.

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

Informational Report of Frequency of Citings of Accreditation Standards for Advanced Specialty Education Programs in Prosthodontics (Implemented July 1, 2016): There was no discussion on this report.

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

Consideration of Proposed Revisions to Discipline Specific Accreditation Standards to Address Areas of Oversight at Sites Where Educational Activity Occurs: The Commission considered proposed revisions to accreditation standards and comments received.

Commission Action: The Commission on Dental Accreditation adopts the proposed revised Accreditation Standards for Advanced Specialty Education Programs in Prosthodontics (**Appendix 40**) with an implementation date of July 1, 2018.

Consideration of Proposed Revisions to the Accreditation Standards for Advanced Specialty Education Programs in Prosthodontics Standard 2-1: The Commission considered the proposed revision and comments received, noting that an overwhelming majority of comments received indicated opposition to the proposed revision. Upon reflection, the PROS RC noted no revision of Standard 2-1 was warranted at this time.

Commission Action: The Commission on Dental Accreditation directs there be no revision to Prosthodontic Standard 2-1 at this time.

Consideration of Proposed Revisions to the Accreditation Standards for Advanced Specialty Education Programs in Prosthodontics Standard 4: The Commission considered proposed revision to prosthodontics standards related to curriculum.

Commission Action: The Commission on Dental Accreditation adopts the proposed revised Accreditation Standards for the Advanced Specialty Education Programs in Prosthodontics Standard 4 - Curriculum and Program Duration (**Appendix 41**) with an implementation date of July 1, 2018

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.

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 42**. Below are actions taken by the Commission related to the Report of the Standing Committee on Finance.

Finance Committee Directives from Winter 2017

Establish a Shared Services (Indirect Expense) Formula with the ADA: The Commission reviewed the Finance Committee's report on establishing a shared services (indirect expense) formula with the ADA, without comment.

Commission Action: The Commission on Dental Accreditation directs submission of a resolution to the ADA Board of Trustees requesting initiation of a dialogue, based upon the CODA 2016 shared services, to establish an agreed upon shared services formula, which could be ratified within the ADA-CODA Memorandum of Understanding.

The Commission on Dental Accreditation further directs that the submission of the resolution to the ADA Board of Trustees, regarding the shared services formula, include a notation of CODA's request and expectation that the ADA Information Technology Department continue to fully fund development of CODA's electronic accreditation platform.

Timeline (Long-Term Plan) to Assume Total Expenses: The Commission reviewed the Finance Committee's report on a timeline (long-term plan) to assume total expenses, without comment.

Commission Action: The Commission on Dental Accreditation directs submission of a resolution to the ADA Board of Trustees requesting that the ADA develop a mechanism to allow the Commission to establish and access a separate reserve fund to retain its annual revenue after total (direct and indirect) expenses are paid.

The Commission on Dental Accreditation further directs the Standing Committee on Documentation and Policy Review to develop a policy on the use of the Commission's reserve fund, which could be implemented at such time that a reserve fund is approved for the Commission, for consideration by the Commission in Winter 2018.

Authority to Determine and Manage Annual Operating Budget: The Commission reviewed the Finance Committee's report on authority to determine and manage its annual operating budget. The Commission noted that the intent is to establish autonomy for the Commission with regard to budget oversight and authority, not overall independence from the American Dental Association. The Commission also expressed thanks to the ADA-CODA Relationship Workgroup for excellent ongoing communication regarding these matters.

Commission Action: The Commission on Dental Accreditation postpones its request to obtain sole authority to set and manage its annual budget, in accordance with Strategic Plan Goal 2-Objective 2 action items, until the year 2020.

Update on ADA-CODA Relationship Workgroup: The Commission reviewed the Finance Committee's report on the ongoing work of the ADA-CODA Relationship Workgroup, without comment.

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

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 43**. 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: The Commission reviewed the 2017-2021 Strategic Plan and Strategic Plan Tracking Document.

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

Consideration of 2017-2021 CODA Operational Effectiveness Tracking: The Commission considered a draft outcomes assessment tracking document to complement the 2017-2021 Strategic Plan.

Commission Action: The Commission on Dental Accreditation adopts the Outcomes Assessment Tracking (**as found in Appendix 43**), with immediate implementation, to track the Commission's operational effectiveness related to the 2017-2021 Strategic Plan.

Consideration of Goal 3, International Relationship Building: The Commission considered Goal 3 of the 2017-2021 Strategic Plan and the Standing Committee's recommendations to initiate international relationship building through membership in international organizations.

Commission Action: The Commission on Dental Accreditation directs Commission staff to further investigate the International Society of Dental Regulators (ISDR) and Council on Higher Education Accreditation International Quality Group (CHEA-CIQG), and obtain Commission membership in either or both organizations as would be of most benefit and value to enable the Commission to establish its global reputation as a leader in dental accreditation.

Update on ADA-CODA Relationship Workgroup: The Commission considered the Standing Committee's recommendations related to the ADA-CODA Relationship Workgroup, specifically in the area of governance. The Standing Committee believed that the Commission's perspective on the ADA-CODA relationship may have shifted from the Commission seeking complete independence from the ADA to the Commission seeking full authority and autonomy of its budget and governance while remaining an agency of the ADA.

Commission Action: The Commission on Dental Accreditation directs that it continue to monitor progress related to the Commission's financial and governance authority as an agency of the American Dental Association, and consider the impact of these changes and potential need to revise the Commission's White Paper, with a report to the Commission, as appropriate, at a future meeting.

Informational Update on 2018 CODA Self-Assessment: The Commission noted it will engage in a self-assessment in 2018, as scheduled by the ADA Board of Trustees.

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

New Business: Accreditation of International Education Sites of U.S.-Based Commission Accredited Dental Education Programs: The Commission considered a request submitted by the Deans of four (4) U.S.-based dental education programs requesting that CODA develop new policies and procedures to allow U.S.-based dental education programs to collaborate with international dental education programs or to open standalone dental education programs internationally.

The Standing Committee suggested, and the Commission concurred, that the Commission should request the following additional information for further consideration at a future meeting:

- An explanation related to the nature and scope of the request, including the number of dental education programs with an interest in the request and potential number of international sites that may be used;
- Information on the type of dental education program(s) (disciplines) that may be offered internationally by U.S.-based institutions;
- The possible length of education program(s) to be offered at international sites and the type and modality of the curriculum to be provided;
- Information on how international sites would be monitored by the U.S.-based accredited programs and suggestions on how CODA could monitor the international sites; and
- The financial and human resources that may be required by the program and Commission to continuously monitor compliance of the U.S.-based program's international site(s), based upon the Commission's current policies.

Commission Action: The Commission on Dental Accreditation directs staff to contact the Deans who inquired about accreditation of international sites for U.S.-based programs and gather additional information on the request, for consideration by the Commission at a future meeting.

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 44**. Below are actions taken by the Commission related to the Report of the Standing Committee on Documentation and Policy Review.

Regular Review of Commission Policies: The Commission considered a number of CODA policies found in the Evaluation and Operational Policies and Procedures (EOPP) which were to be reviewed under the Commission's regular review cycle.

Commission Action: The Commission on Dental Accreditation adopts and implements immediately the proposed revisions to policies found in **Appendix 45**.

The Commission on Dental Accreditation further directs that the policies in **Appendix 45** be updated in the Commission's EOPP and in all appropriate Commission documents.

Review of Additional Policies and Procedures: The Commission also considered revision to additional select policies not scheduled for regular review.

Commission Action: The Commission on Dental Accreditation adopts and implements immediately the proposed revisions to policies found in **Appendix 46**.

The Commission on Dental Accreditation further directs that the policies in **Appendix 46** be updated in the Commission's EOPP and in all appropriate Commission documents.

Policies and Procedures for Use In Planning International Preliminary Accreditation

Consultation (PACV) and CODA Site Visits: The Commission considered the new, proposed Policy on Planning and Implementing Preliminary Accreditation Consultation Visit (PAC) and International Accreditation Site Visits.

Commission Action: The Commission on Dental Accreditation adopts and implements immediately the proposed policy found in **Appendix 47**.

The Commission on Dental Accreditation further directs that the policy in **Appendix 47** be included in the Commission's EOPP and in all appropriate Commission documents.

Consideration of Terminology Related to Advanced Education Programs: The Commission considered the report of the Standing Committee related to the Commission's use of the terms "advanced general dentistry education" and "advanced specialty education" within the context of the Commission's accreditation program and related documents. The Committee believed CODA should reconsider the terminology that is used in all of its documentation as it relates to advanced education programs so that the Commission does not unintentionally dictate which advanced education program is a dental specialty, since doing so is outside of the Commission's purview.

The Commission discussed this topic and its potential impact to CODA, state agencies, and others. The Commission also considered the approaches that could be taken to either remove the

term “specialty” among all disciplines or to identify a discipline as a “specialty” if at least one organization or jurisdiction recognizes the discipline as such. The Commission discussed how this change may impact CODA and noted that a communication plan should be developed to ensure clear communication of the reasons for any change are circulated to the communities of interest. Following discussion, the Commission voted to substitute the motion presented by the Standing Committee and directed further consideration by the Committee with a report in Winter 2018.

Commission Action: The Commission on Dental Accreditation directs the Standing Committee on Documentation and Policy Review to consider the terminology related to dental specialties, including a rationale for change, impact on accreditation documentation, and Commission structure, with a report to the Commission in Winter 2018.

New Business: Complaint Policy: The Commission considered the Standing Committees recommendations related to the management of “formal” and “anonymous” complaints directed at Commission-accredited dental education programs.

Commission Action: The Commission on Dental Accreditation adopts and implements immediately the proposed revisions to the Complaint Policy found in **Appendix 48**.

The Commission on Dental Accreditation further directs that the revised Complaint Policy be updated in the Commission’s EOPP and in all appropriate Commission documents.

The Commission on Dental Accreditation further directs staff to announce the revised Complaint Policy to the communities of interest.

The Commission on Dental Accreditation further directs staff review of outstanding anonymous complaints to determine the need for immediate investigation, and process anonymous complaints in accordance with the revised Complaint Policy.

Report of the Standing Committee on Communication and Technology: The report of the Standing Committee on Communication and Technology can be found in **Appendix 49**. Below are actions taken by the Commission related to the Report of the Standing Committee on Communication and Technology.

Electronic Accreditation System: The Commission learned of the Standing Committee’s concern regarding the slow progress in development and implementation of an electronic accreditation tool for CODA, and concurred with the Standing Committee’s recommendation that the Commission should express its concern to the American Dental Association (ADA) Board of Trustees.

Commission Action: The Commission on Dental Accreditation directs a formal letter be sent to the ADA Board of Trustees, with a copy to the Council on Dental Education and Licensure leadership, expressing concern that the Commission’s electronic accreditation

tool has yet to be developed and must be a priority in order for the Commission to conduct its business.

Follow-Up Communication Survey: The Commission considered a survey data and executive summary of the Communication Survey deployed in Spring 2017 as a follow-up to CODA's 2012 communication survey. The Commission noted that data received would be used to develop a communication plan in accordance with CODA's current Strategic Plan.

Commission Action: The Commission on Dental Accreditation directs, through the Standing Committee on Communication and Technology, continued development of a Communication Plan in regard to 2017-2021 Strategic Plan, for review by CODA in Summer 2018

New Business: Technology Strategy to Improve Accreditation Program Efficiency and Effectiveness: The Commission reviewed the Communication and Technology Committee's report to create technology strategies to improve accreditation program efficiency and effectiveness, without comment.

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

Report of the Standing Committee on Nominations: The Commission considered the report of the Standing Committee on Nominations including the nominations of qualified consumer/public members for the Review Committees and Commission, and nominations to vacant positions on Review Committees. After careful consideration of the nominees' qualifications, the Committee proposed the following candidates:

Commission Action: The Commission on Dental Accreditation appoints the following nominees to open positions on the Commission's Review Committees:

Dental Assisting Educator (one (1) vacancy) for the Review Committee on Dental Assisting Education (DA RC)

- Ms. Carole Little

Alternate: Ms. Christina Ross

General Dentist AEGD/GPR Graduate (one (1) vacancy) for Review Committee on Postdoctoral General Dentistry Education (POSTDOC RC)

- Dr. Tracy Dellinger

Alternate: Dr. Fady Faddoul

Predocutorial Educator (two (2) vacancies) for the Review Committee on Predocutorial Dental Education (PREDOC RC)

- Dr. Abby Brodie
- Dr. Marsha Pyle

Alternate: Dr. Gary Guest

Consumer/Public Members (four (4) vacancies) for the Review Committees on Dental Laboratory Technology Education (DLT RC), Periodontics Education (PERIO RC), and two (2) Public Commissioner vacancies in 2018, which requires that individuals be named as “Commissioner Trainees” in 2017 with a term start in 2018. The Chair of the Commission will assign public members to each vacant position.

- Dr. Linda Casser
- Dr. Linda Hatzenbuehler
- Dr. Kevin Haubrick
- Dr. George Knox

Alternate: Dr. Alice Mehlhora

Commission Action: The Commission on Dental Accreditation appoints the following individuals, nominated by sponsoring organizations and/or boards, to the relevant review committees to fill discipline-specific vacancies:

Dental Laboratory Technology Owner (one (1) vacancy) for the Review Committee on Dental Laboratory Technology Education (DLT RC), nominated by the National Association of Dental Laboratories

- Mr. Gary Gann

Alternate: Mr. Daniel Alter

It was noted this is a one-year appointment to fulfill the term of a vacated position in 2017-2018.

Advanced Education in General Dentistry Educator (one (1) vacancy) for the Review Committee on Postdoctoral General Dentistry Education (POSTDOC RC), nominated by the American Dental Education Association

- Dr. Douglas Barnes

Alternate: Dr. Michelle Ziegler

American Board of Dental Public Health Representative (one (1) vacancy) for the Review Committee on Dental Public Health Education (DPH RC), nominated by the American Board of Dental Public Health

- Dr. Victor Badner

Alternate: Dr. Woosung Sohn

American Association of Endodontists Representative (one (1) vacancy) for the Review Committee on Endodontics Education (ENDO RC), nominated by the American Association of Endodontists

- Dr. Roberta Pileggi

Alternate: Dr. Fabricio Teixeira

American Academy of Oral and Maxillofacial Pathology Representative (one (1) vacancy) for the Review Committee on Oral and Maxillofacial Pathology Education (OMP RC), nominated by the American Academy of Oral and Maxillofacial Pathology

- Dr. Vikki Noonan

Alternate: Dr. Yi-Shing Lisa Cheng

American Association of Oral and Maxillofacial Surgeons Representative (one (1) vacancy) for the Review Committee on Oral and Maxillofacial Surgery Education (OMS RC), nominated by the American Association of Oral and Maxillofacial Surgeons

- Dr. George Kushner

Alternate: Dr. Pushkar Mehra

American Board of Orthodontics Representative (one (1) vacancy) for the Review Committee on Orthodontics and Dentofacial Orthopedics Education (ORTHO RC), nominated by the American Board of Orthodontics

- Dr. Patrick Foley

Alternate: Dr. Steven Dugoni

American Board of Pediatric Dentistry Representative (one (1) vacancy) for the Review Committee on Pediatric Dentistry Education (PED RC), nominated by the American Board of Pediatric Dentistry

- Dr. Cynthia Hipp

Alternate: Dr. Alton McWhorter

New Business: Consideration of Commission Policy Related to Review Committee Nominations:

The Commission considered a communication from the American Board of Oral and Maxillofacial Radiology related to submission of one (1) candidate for nomination to the Oral and Maxillofacial Radiology Review Committee. The Standing Committee recommended CODA's requirements that: 1) a minimum of two (2) qualified nominations be submitted for appointment to review committee positions and 2) dentists be active, life or retired members of the American Dental Association be maintained by CODA at this time.

Commission Action: The Commission on Dental Accreditation directs a formal communication to the American Board of Oral and Maxillofacial Radiology (ABOMR) to remind the Board of the Commission's current policy regarding review committee nominations and to request that two (2) qualified nominations be submitted for consideration by the Commission.

New Business: Dental Laboratory Technology Educator Vacancy on the Dental Laboratory Technology Education Review Committee:

The Commission also considered the educator vacancy on the Dental Laboratory Technology Education Review Committee. Again, the Standing Committee recommended that the current requirements are appropriate and that CODA staff continue to solicit nominations from the dental laboratory technology education community. The Commission noted that the Nomination Committee may consider requesting a policy change to the Educator Criteria at a later date if there continues to be a lack of sufficient dental laboratory technology educator nominations.

Commission Action: The Commission on Dental Accreditation directs a formal communication to the dental laboratory technology education community to request qualified nominations be submitted for consideration by the Commission.

Report of the Standing Committee on International Accreditation: The Commission reviewed the Standing Committee on International Accreditation report, without comment.

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

Consideration of a Request to Establish a Process of Accreditation for Advanced General Dentistry Education Programs in Implant Dentistry: The Commission considered the Ad Hoc Committee's report, noting the rationale related to each criteria and element, which supported the committee's recommendation that CODA not proceed with an accreditation process for implant dentistry programs at this time.

Commission Action: The Commission on Dental Accreditation directs that a process of accreditation for advanced general dentistry education programs in implant dentistry not be established at this time.

The Commission on Dental Accreditation directs communication of its decision to not establish a process of accreditation for advanced general dentistry education programs in implant dentistry to the American Academy of Implant Dentistry (AAID).

Consideration of a Request to Establish a Review Committee on Dental Anesthesiology:

Commission Action: The Commission considered a letter from the American Society of Dentist Anesthesiologists (ASDA) requesting that the Commission consider establishing an independent Dental Anesthesiology Review Committee.

Commission Action: The Commission directs that the Chair appoint an ad hoc committee composed of Commission members to consider the impact, implications, and logistics of the American Society of Dentist Anesthesiologists (ASDA) request, with a report to the Commission at its Summer 2018 meeting.

Consideration of a Request to Establish a Process of Accreditation for Advanced General Dentistry Education Programs in Operative Dentistry:

The Commission considered correspondence from Dr. Gordon Jones on behalf of the Academy of Operative Dentistry, requesting that the Commission establish a process of accreditation for advanced general dentistry education programs in operative dentistry.

Commission Action: The Commission directs that the Chair appoint an ad hoc committee composed of Commission members to further study the request from the Academy of Operative Dentistry in accordance with the Commission's Policies and Procedures for Accreditation of Programs in Areas of Advanced Education in General Dentistry, with a report on the ad hoc committee's progress at the Summer 2018 meeting.

Report on Appointment of Commissioners and Appeal Board Members: The Commission reviewed information on the Commissioners and Appeal Board Members whose terms will end at the American Dental Association (ADA) 2017 Meeting and their replacements whose terms will begin at the ADA Meeting. The Commission also reviewed information on the 2018 Commissioner Trainees whose terms will begin in 2019 (**Appendix 50**).

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

Election of Chair and Vice Chair of the Commission: The Commission elected by acclamation Dr. William Leffler as chair of the Commission and Dr. Loren Feldner as vice-chair of the Commission for 2017-2018.

Report of the Commission on Dental Accreditation of Canada (CDAC): Dr. Amarjit Rihal, Chair of the Commission on Dental Accreditation of Canada (CDAC) provided an update on the CDAC activities as presented in the CDAC's report to the Commission.

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

Update on United States Department of Education (USDE)/Update on Higher Education Accreditation: Dr. Sherin Tooks, director, CODA provided an update on important national topics related to education and accreditation that could have an impact on the Commission. Dr. Tooks and Dr. Livingston, Chair, CODA also provided an update on CODA's re-recognition by the Department of Education.

Presentation of Plaques: The following Commissioners received a plaque acknowledging their service on the Commission:

Dr. Stephen Campbell
Ms. Alexandra Hebert
Dr. Denise Kassebaum
Mr. Dennis Lanier
Dr. Harold Mark Livingston
Dr. Robert Sherman
Dr. David Stanton
Dr. Stanley Surabian

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.

New Business: Establishment of Deadlines (Timelines) for Submission of On-Site Documentation Related to a Special Appearance: The Commission discussed CODA's policy related to special appearance and noted that a program may supplement its appearance with documentation presented on-site during the appearance. It was believed that providing on-site documentation may not provide the Review Committee or Commission sufficient time to comprehensively study the submitted documents.

Commission Action: The Commission on Dental Accreditation directs the Standing Committee on Documentation and Policy Review to consider the policy on Special Appearance, including deadlines for submission of materials to the Review Committee or Commission, with a report for consideration at the Winter 2018 meeting.

Adjourn: The Commission adjourned the open session at 11:45 A.M.
