

**CASCE BOARD OF DIRECTORS ZOOM MEETING
MINUTES
JANUARY 17, 2023**

Members participating in this meeting: Dr. Todd Miller, Dr. Colin Wilborn, Dr. Diane Bartholomew, Mr. Bob Jones, Dr. Nick Hanson, Mr. Ryoji Abe and Mr. Robert Alejo.

Also present: CASCE Staff: Linda Aaberg, Keith Cinea, Lori Stikeleather and CASCE Consultant: Dr. Micki Cuppett.

Absent: Dr. Kathy Chappell and Ms. Marissa Wehr.

The meeting of the CASCE Board of Directors was called to order at 12:04pm MT by Dr. Todd Miller. Began without Hanson and Alejo. A quorum was present.

DISCUSSION ITEM

Planning for Current and Future Staffing- Todd Miller

- Discussed planning for staffing to accommodate current and future workloads.

EXECUTIVE SESSION

Staff left the meeting at 12:23p MT. Executive session was called at 12:24p MT by Todd Miller.

Executive session led Todd Miller to discuss current and future planning for CASCE staffing and planning.

Returned to regular session at 12:56p MT.

Linda Aaberg rejoined the meeting, Micki Cuppett and Keith Cinea joined the meeting at 12:57pm MT.

DISCUSSION ITEMS, CONTINUED

Strategic Plan Summary

- Micki Cuppett presented a summary and next steps for the Strategic Plan, developed during the Sept 23-24, 2023 board meeting.
- The board discussed and identified who would be assigned to each objective and a timeline for completion.
- Micki Cuppett will finalize the summary and send to Linda for distribution and filing.

Appeals Process Discussion

- The Board will review a proposed Appeals Process draft document and provide feedback.

Certification Committee Meeting Update

- Todd Miller presented an update on the outcome of the Certification Committee meeting; held December 16, 2023, specific to candidates that would not meet the CSCS exam degree requirements in 2030.
- The Certification Committee determined that a Task Force will be developed to begin determining how candidates that do not meet the CSCS degree requirements in 2030 will be handled, such as; other allied health professions and non-English speaking candidates.

Budget

- The board discussed potential additional budgetary considerations for the budget FY23-24.
- The board will review and approve the budget once complete.

COMMITTEE REPORTS

ARC Report

- Diane Bartholomew presented an update and report on previous, present and future ARC tasks and accomplishments.
- ARC Member Term Updates
 - 2 members renewing for second terms
 - 1 member holding over for one year
 - 1 member ended term early
 - Future term planning
 - Add 2 people 2023 (replace 1, +1)
 - Add 2 more people 2024 (replace 1, +1)
 - Add 2 more people 2025 (+2)
 - All three year terms
 - Allows for training new members
 - Team approach allows for checks and balances when reviewing programs
- Process in place to review programs with Progress Reports and make recommendations to board for decisions
- Future meetings scheduled to review Site Visit Reports following site visits.
- Expected to meet the timeline in place to make recommendations to board for accreditation decisions, June 2023.

MOTION

2023-01-17-01- Following the review of the Progress Report materials submitted by the undergraduate program at Central College, that the board vote to approve recommendation from ARC, the undergraduate program at Central College be awarded 2 additional years of accreditation, to total a five (5) year accreditation status.

Proposed by: Dr. Diane Bartholomew

Vote: Passed unanimously

Seconded by: Dr. Colin Wilborn

Dr. Todd Miller exited meeting. Meeting led by Vice-Chair, Dr. Colin Wilborn.

Standards Committee Report

- Report presented to the board on the current and future tasks for the Standards Committee.
- Standards Committee Term Updates
 - 2 members renewing for second terms- expire July 2026
 - 1 member holding over for one year
 - Future term planning
 - 1 person 2023 (replace member that withdrew in 2021)
 - 1 person 2024 (replace 1)
 - 2 people 2026 (replace 2)
- Proposal presented to board for travel funding for members of the Standards Committee to travel to National and Coaches Conferences on alternating years, intended to gather data and feedback from stakeholders for the purpose of future standards revisions.

MOTION

2023-01-17-02- That the BOD vote to approve funding for travel for 2 Standards Committee members to attend the NSCA National and Coaches Conferences alternating, starting with attendance at the 2023 National Conference, for the purpose of gathering data for standards revisions and gain visibility with stakeholders.

Proposed by: Dr. Colin Wilborn Vote: Passed unanimously
Seconded by: Dr. Diane Bartholomew

STAFF REPORTS

Marketing Report

- Lori Stikeleather presented an update on the status and strategy of the Magneti marketing agency, hired by the NSCA to market accreditation to programs outside of the NSCA network and the CSCS to potential employers.

Mr. Robert Alejo joined the meeting.

Program Updates

- Presented program and status update.
- Presented an update on the status of upcoming site visits and next steps.
- Presented an update on the latest revisions to the Guide to Accreditation.
- Presented a report on insurance coverage for CASCE Board Members.

Next Meeting Planning

- In-person meeting at National Conference to be cost effective
- Future meetings each year may include; January (virtual), April (virtual), if needed, June (virtual), and July prior to National (in-person).

This meeting adjourned at 2:32pm MT.



RISE TO *the* HIGHER STANDARD