

## BOARD OF DIRECTORS VIRTUAL ZOOM MEETING MINUTES

**JUNE 19, 2023**

**DURATION: 2.5 HOURS**

**Participating Directors:** Dr. Todd Miller, Dr. Diane Bartholomew, Ms. Marissa Wehr, Dr. Colin Wilborn, Mr. Bob Jones, Mr. Ryoji Abe, Mr. Robert Alejo

**Also Present:** Linda Aaberg, Christa Patterson

**Absent: Dr. Nicholas Hanson and Dr. Kathy Chappell**

The meeting of the CASCE Board of Directors was called to order at 1:01pm Mountain Time (MT) on Monday, June 19, 2023, by Todd Miller, CASCE Chair on Zoom. Began meeting without Mr. Ryoji Abe and Mr. Robert Alejo.

A quorum was present.

### MOTIONS

**2023-6-19-01-** That the Board of Directors approve the Minutes from the September 23-24, 2022 meeting as distributed.

**Proposed by:** Colin Wilborn                      Vote: Passed

**Seconded by:** Diane Bartholomew

**2023-6-19-02-** That the Board of Directors approve the Minutes from the March 2023 email vote as distributed.

**Proposed by:** Diane Bartholomew              Vote: Passed

**Seconded by:** Bob Jones

**2023-6-19-03-** That the Board of Directors approve the Minutes from the January 17, 2023 CASCE Board of Directors virtual board meeting as distributed.

**Proposed by:** Bob Jones                              Vote: Passed

**Seconded by:** Colin Wilborn

### DISCUSSION ITEMS

#### Changes to Board Composition Discussion

- Effective July 1, 2023, Todd Miller will be resigning from his position as Educator Representative and CASCE Chair.
- The vacant Educator Representative position on the board will be filled via an election by the BOD to appoint a new member to serve for the remainder of the term.
- Nominations were put forward from previous qualified applicants.

- After filling the vacant position, a vote will be conducted to determine who will replace the chair position.
- During the interim period, Colin Wilborn, the vice-chair, will assume the chair responsibilities and duties.

### Changes to Future Consultant Services Discussion

- Todd Miller will continue to support CASCE by serving as a consultant, fulfilling the responsibilities outlined on the approved Statement of Work (SOW).
- Further discussions will take place in an upcoming meeting to determine how to utilize previous consulting services effectively to meet the needs of the organization.

### Identification of NSCA-Approved Accrediting Body Discussion

- During an upcoming NSCA board meeting, the CASCE would like to propose or recommend that the NSCA officially identify CASCE as the NSCA-approved accrediting agency, following the example of other allied health accrediting bodies.

Ryoji Abe and Robert Alejo joined at 2:02 pm.

## COMMITTEE REPORTS

### ARC Report

- The ARC Liaison delivered an overview of the recommendations for accreditation action decisions concerning the programs that submitted applications in 2021 and an update on present ARC tasks and future initiatives.

### Accreditation Action Motions

- Parker University- Undergraduate Program  
**2023-6-19-04-** That the Board of Directors approve the ARC recommendation to update outstanding non-compliant standards as compliant, approve the information submitted in the progress report and transition of Parker University undergraduate strength and conditioning program from 3 to 5-year initial accreditation status.  
**Proposed by:** Diane Bartholomew      **Vote:** Passed  
**Seconded by:** Todd Miller
- Chadron State College- Undergraduate Program  
**2023-6-19-05-** That the Board of Directors approve the ARC recommendation to grant the strength and conditioning program at Chadron State College, 3-year initial accreditation status with a progress report due within 6 months.  
**Proposed by:** Diane Bartholomew      **Vote:** Passed  
**Seconded by:** Colin Wilborn

- Texas A&M University-Corpus Christi- Undergraduate Program  
**2023-6-19-06-** That the Board of Directors approve the ARC recommendation to grant the undergraduate strength and conditioning program at Texas A&M University-Corpus Christi, 3-year initial accreditation status with a progress report due within 6 months.  
**Proposed by:** Diane Bartholomew                      **Vote:** Passed  
**Seconded by:** Marissa Wehr
- Texas A&M University-Corpus Christi- Graduate Program  
**2023-6-19-07-** That the Board of Directors approve the ARC recommendation to grant the graduate strength and conditioning program at Texas A&M University-Corpus Christi, 3-year initial accreditation status with a progress report due within 6 months.  
**Proposed by:** Diane Bartholomew                      **Vote:** Passed  
**Seconded by:** Bob Jones
- University of North Carolina at Charlotte- Undergraduate Program  
**2023-6-19-08-** That the Board of Directors approve the ARC recommendation to grant the undergraduate strength and conditioning program at University of North Carolina at Charlotte, 5-year accreditation status  
**Proposed by:** Diane Bartholomew                      **Vote:** Passed  
**Seconded by:** Colin Wilborn
- University of North Carolina at Charlotte- Undergraduate Program  
**2023-6-19-08-** That the Board of Directors approve the ARC recommendation to grant the undergraduate strength and conditioning program at University of North Carolina at Charlotte, 5-year accreditation status  
**Proposed by:** Diane Bartholomew                      **Vote:** Passed  
**Seconded by:** Bob Jones
- University of Wisconsin Oshkosh- Undergraduate Program  
**2023-6-19-08-** That the Board of Directors approve the ARC recommendation to grant the undergraduate strength and conditioning program at University of Wisconsin Oshkosh, 5-year accreditation status  
**Proposed by:** Diane Bartholomew                      **Vote:** Passed  
**Seconded by:** Colin Wilborn

#### **ARC Discussion Items**

- **Development of Appeals Process**
  - An initial version of the appeals process has been developed and forwarded to board members for their review and feedback.
  - The original draft and the modified draft, which will include changes and comments collected thus far, will be sent via email and shared on SharePoint for further input in terms of revisions and feedback.
  - This subject will be discussed in upcoming meetings.

### Standards Committee Report-

- Standards Committee Session at 2023 National Conference
  - Roundtable discussion about any standards that people feel need to be updated or changed. 2 hours for discussion.

## DISCUSSION ITEMS CONT'D

### Development of Annual Reports

- Discussion: What lane do we want to be in in terms of specificity?
  - Two options?
    1. Not very detailed in terms of specific standards but more of a general acknowledgement of compliance.
      - Example: “As a Program Director, I confirm with all parts of Section One of the professional standards and guidelines...”
    2. More detailed report
  - Keeping the report very simple so it’s not so daunting to the program.
  - Will need to build out the report in Armature so the information can be gathered for each program.
  - Do we need to collect annual reports right away for the first round of accredited programs?
- Decision: An annual report needs to be collected now in some way. It will be added to Armature when possible. Programs need to be in the habit of doing an annual program right out of the gate.

### Staff Reports and Updates– Linda Aaberg

- Program Report
- Update on CASCE Presence at 2023 NatCon-
  - 3 total sessions
    - Overview of the process
    - What are the common curriculum challenges that programs are running into?
    - Standards Committee roundtable discussion
- Update on Call for Volunteer Positions-
  - Peer Reviewers- 42 selected and trained.
  - ARC- 2 positions
  - Standards Committee- 1 position
- Update on Program Data Collection-
  - Will be implemented in the new AMS system for the NSCA in stage 2.
- Accessibility of Board Minutes-
  - Discussion: How detailed should the minutes be?
  - Decision: Keep the minutes very general and available to the public on the website.
- Strategic Plan Next Steps
  - Discussion: What are the next steps now that the strategic plan has been put together?
  - Decision: Will need to revisit this topic at a future meeting.
- Update on CSCS Exam Discounts for Accredited Programs
  - Accredited programs will receive \$50 off for CSCS exam registrations up until 2030.



### **New Business**

- International SV Fees
  - University of Greenwich writing a business case justifying why CASCE is essential. Request for estimation of added expenses for international site visit costs.
    - Additional travel costs?
    - Additional honorarium for the additional time?
    - Decision: \$5,000 plus additional travel costs
- Fielding international program questions- i.e., King Saud University
  - Application will need to be in English.
- Scholarship Proposal
  - Parker requested consideration from the Foundation to manage and oversee a \$25,000 Graduate student scholarship. The Foundation requested an administration fee of \$750 however the Foundation decided not to move forward with the proposal due to low admin fees, potential bias, favoritism, and the perception of advertising bias.
    - Discussion: Will the CASCE entertain this proposal from Parker University?
    - Decision: No

### **NEXT MEETING**

- Either in-person or virtual in the fall
- Email will be sent to identify preference

**This meeting adjourned at 3:29 PM MT.**