

## **Accreditation Special Committee Meeting Minutes**

**National Strength and Conditioning Association**

**NSCA Headquarters, Colorado Springs CO**

**Tuesday, June 4 – Wednesday, June 5, 2019**

### **Initial In-Person Meeting**

**Present committee members:** Dr. Todd Miller, Chairman; Dr. Diane Bartholomew, Administrator; Dr. Maura Bergan, Educator; Dr. Nicholas Hanson, Educator; Marissa Wehr, Coach; Ryoji Abe, Affiliate.

**Absent:** Joe Kenn, Coach.

**Also present:** Michael Massik, NSCA Executive Director; Dr. Micki Cuppett, Consultant/Facilitator; Linda Aaberg, Staff; Tom James, Legal Counsel.

This meeting was called to order at 8:15am MST on Tuesday, June 4, 2019.

### **Agenda, Discussion Items and Motions**

**Welcome-** Led by: Michael Massik, Linda Aaberg and Todd Miller

**Accreditation Basics Review-**Led by: Micki Cuppett

**Committee on Accreditation for the Exercise Sciences (CoAES) Proposal-** Led by: Michael Massik and Todd Miller- Discussion regarding the proposal submitted by CoAES, requesting that this committee consider entering into an agreement to have NSCA accreditation services under CoAES.

**2019-01 Motion-** To not support the proposal to establish a working relationship with CoAES for accreditation purposes.

**Proposed:** Diane Bartholomew

**Second:** Maura Bergan

**Vote:** Unanimous

Action: Todd Miller to reply to CoAES with decision.

**Mission/Vision/Organization Name-** Led by: Maura Bergan, Micki Cuppett, Todd Miller- Discussion to identify the Mission, Vision and Organization Name of the future accreditation agency.

**2019-02 Motion-** To adopt the name of the future accreditation agency as, the Council on Accreditation of Strength and Conditioning Education (CASCE- pronounced as 'cass key').

**Proposed:** Nicholas Hanson

**Second:** Maura Bergan

**Vote:** Unanimous

**2019-03 Motion:** To adopt the Mission statement, “The mission of the Council on Accreditation of Strength and Conditioning Education (CASCE) is to define, assess, and ensure high quality strength and conditioning education around the world.”

**Proposed:** Maura Bergan

**Second:** Marissa Wehr

**Vote:** Unanimous

**2019-04 Motion:** To adopt the Vision statement, “To be the globally recognized and trusted accreditation organization for strength and conditioning education.”

**Proposed:** Maura Bergan

**Second:** Marissa Wehr

**Vote:** Unanimous

**Governance-** Led by: Micki Cuppett, including input from Tom James- Discussion and consensus based on advice from Tom James to file for articles of incorporation for an independent accreditation agency sooner rather than later to establish a legal entity to enter into future contractual agreements, etc.

**2019-05 Motion:** To accept the NSCA as the sole member of the Council on Accreditation of Strength and Conditioning (CASCE), similar to the current relationship with the Foundation and the NSCA.

**Proposed:** Marissa Wehr

**Second:** Maura Bergan

**Vote:** Unanimous

The NSCA, as the sole member of the CASCE. The CASCE could use the NSCA tax exempt status (501c3); CASCE would have its own tax ID#.

The CASCE would primarily be a self-selecting BOD and have autonomy to make decisions about accreditation. An administrative services agreement will be needed to cover staffing services as necessary for the CASCE. Additional governance decisions and policies were made by consensus of the group and will be converted into bylaws and articles of incorporation as appropriate.

Action:

The Accreditation Special Committee will:

- Identify initial members of the CASCE Board
- File articles of incorporation
- Develop the CASCE by-laws, to be approved by the NSCA BOD

In this structure the NSCA BOD will review and approve:

- By-laws
- Articles of incorporation
- Amendments
- Changes to structure (by-laws, etc. including dissolution)

**International Landscape-** Led by: Ryoji Abe- NSCA Affiliates include; Japan, Shanghai, Korea, Italy and Spain. Information shared informing members of the committee of how accreditation may affect International Affiliates. It may be difficult for other countries to meet the standards. Affiliates will need considerable help with the accreditation process.

Suggestions discussed to help alleviate international considerations included:

- A possible recommendation that the Certification Committee provide international exemption for additional years
- Develop an international equivalencies document, after meeting with each affiliate to learn their specific educational processes and language surrounding strength and conditioning programs in their countries. The equivalency document to be approved at a later date.
- Consider the option of developing a candidacy program for international programs, including:
  - Providing additional necessary assistance with the accreditation process
  - Assistance in creating a clear value proposition to sell the idea that training is necessary for employment

**Major Accreditation Decisions-** Led by Micki Cuppett- Preliminary discussion on the development of the Accreditation Processes including:

- Types- Initial and Continuing
- Possibility of Candidacy- If a candidacy process is adopted, ERP schools would automatically be approved and non-ERP schools would be considered, 'in candidacy.'
- Length of Accreditation- Initial: Up to 5 years, Reaccreditation: Up to 7 years.
- Compliance- 3 levels: Met, met with recommendations, not met (request for report on met with recommendations at year 3)
- Annual Report- Used for accreditation decisions (programs on probation are still accredited until accreditation is withdrawn)
- Dates of Accreditation- Self-Study Opens-October 1 (possibility of adding April or May deadline at a later date for International schools or when number of schools in candidacy grows), Annual Report due October 1 (following year), Site Visits- Jan 3-March 15 (SV Report- 2 weeks, 2 week review), Site Visit due March 30, Site Visit back to program- April 15, Rejoinder due May 15.  
The first cycle is planned as follows:
  - Open self-study, Oct. 1, 2020
  - Annual report due Oct 1, 2021
- Preliminary Fees Discussion- Annual Fee- \$1000, Self-Study and Site Visit Fee- \$5000
- Discussion on the implementation of a paper versus electronic system. A unanimous decision was reached to go directly to an electronic system.

Action:

- Certification liaison to be appointed by the NSCA Certification Committee as communication between accreditation BOD and NSCA Certification Committee. This person would not to be a voting member.

- Online/electronic software options will need to be explored.
- Phase out ERP Undergraduate and Graduate Program Recognition in the future.

**Overview of Standards Feedback and Edits to Standards-** Led by Micki Cuppett- Overall feedback gathered from the Open Comment Survey (1523 total comments) and the accreditation email inbox was shared. Edits to the Proposed Standards, based on this feedback were made by the committee. The final draft of the standards will be sent to the NSCA BOD for July BOD meeting at 2019 National Conference.

Preliminary decisions include:

Compliance

- Bachelor's or higher
- Concentration or equivalent with the title strength and conditioning
  - Compliance shown by catalog/academic bulletin. Curricular approval or transcript that formally identifies it as a concentration.

Non-Compliance

- Other health care professions (i.e., AT, DPT)

What is considered a comparable program?

- Other allied health programs

What if there are no comparable programs?

- Benchmark with peers that have strength and conditioning programs
- Without other allied health, then benchmark with other ERP programs

Action:

Edits were made to each section of the standards and were recorded directly on the Standards DRAFT. Micki Cuppett will edit and send to the committee for feedback. After committee feedback, Standards DRAFT will be sent to NSCA Board of Directors, along with a meeting summary for their July BOD meeting.

**Future Steps**

- Micki Cuppett will provide an Accreditation Special Committee Report/Update to the NSCA BOD at 2019, July BOD meeting.
- Two identical Public Forum sessions will be held at 2019 July National Conference. The panel to include: Dr Colin Wilborn, NSCA BOD Rep; Dr Margaret Jones, NSCA BOD Rep; Todd Miller; Marissa Wehr; Ryoji Abe and Michael Massik.
- Todd Miller, Linda Aaberg, Micki Cuppett and Greg Nockleby will meet with the affiliates on July 12<sup>th</sup> at the National Conference to begin discussion of the equivalency document.
- Linda Aaberg to update NSCA Certification Committee on the new agency name once approved by NSCA BOD.
- Linda Aaberg to work with Torrey Smith, Certification Director, for assistance with the appointment of the NSCA Certification Committee liaison.

### **Future Meetings**

Accreditation Special Committee Conference Call- July 16, 2019 @ 4:00pm MST, 5:00pm CT, 6:00pm ET, July 17, 2019 7:00am Tokyo.

### CASCE BOD Meetings

In Person Bi-Annually: To be held July at National Conference and January at Coaches Conference  
Conference Calls: Late October and April (this October to discuss Standards and Bylaws)

### **Adjourn**

The meeting was adjourned at 5:00pm MST June 5, 2019.