

## BOARD OF DIRECTORS VIRTUAL ZOOM MEETING MINUTES

MAY 25, 2021

DURATION: 2 HOURS

**Members Participating in this Meeting:** Dr. Todd Miller, Dr. Maura Bergan, Dr. Nicholas Hanson, Dr. Diane Bartholomew, Ms. Marissa Wehr, Mr. Bob Jones, Dr. Kathy Chappell, Dr. Colin Wilborn

**Member Absent:** Mr. Ryoji Abe (due to time difference in Japan)

**Also Present:** Dr. Micki Cuppett, Consultant; Linda Aaberg, Staff

This meeting was called to order at 12:01pm MT on Tuesday, May 25, 2021 by Dr. Todd Miller, CASCE Chair. A quorum was present.

### *CONSENT AGENDA ITEMS*

**The following motion was adopted by unanimous consent:**

**2021-5-25-01-** Approval of Minutes from January 4-5, 2021 meeting

Adopted Motion: That the Board of Directors approve the January 4-5, 2021 Board of Directors Meeting Minutes as presented.

### *STAFF REPORTS, UPDATES, DISCUSSION ITEMS*

**Available Volunteer Positions Update:**

- Peer Reviewers- 21 applications
  - Candidates that do not appear to meet qualifications (i.e. accreditation, higher ed. experience) to receive communication and opportunity to detail experience, if any.
  - Those that do not meet qualifications invited reapply for the next Peer Reviewer position opening and be considered as a “Reader”.
  - Possible to recruit interest at future National Conferences.
- Practitioner Board Member- 5 applications
  - Replacement position
  - The posting should have been for an Educator in Strength and Conditioning Board Member position rather than a Practitioner Board Member.
  - Marketing will repost the correct position and qualifications- 30- 45 day window
  - Maura volunteered to stay on the board past her term limit. For continuity, board could approve a term extension.

- Standards Committee Member-
  - Replacement position
  - Committee member for consideration from previous pool of Standards Committee applications
  - Todd to review submissions and appoint new committee member

#### **Future Accreditation Questions Process Discussion:**

- Staff, Directors and Volunteers must be cautious in fielding program questions that might imply compliance
- Todd agreed to review program questions to assist with formulating answers, including a disclaimer that states that this in no way infers decisions for compliance of standards
- Program compliance workshops/education will be needed

#### **Articles of Incorporation Update:**

- CASCE Articles of Incorporation (AOI) was filed with the Colorado Secretary of State on January 2, 2021. On this date CASCE came into existence as a Colorado nonprofit corporation.
- The Organizational Consent has been approved first by the Incorporator (in this case the NSCA, acting though its Board of Directors)
- Next steps in the organizational process include; documentation of the Organizational Meeting of the Initial Board of Directors (Organizational Consent), which documents the ratification of the filed AOI, confirms the makeup of the Initial Board of Directors, adopts the Bylaws, elects the initial Officers, authorizes obtaining the EIN, authorizes signatories on the account, and authorizes corporation to file for tax exempt status.
- Linda will obtain all board member signatures on the Organizational Consent document.

#### **Motion**

##### **2021-5-25-02- Approval of Organizational Meeting Documentation of the Initial Board of Directors**

Proposed By: Dr Maura Bergan

Vote: Passed

Seconded By: Dr Nicholas Hanson

**Adopted Motion:** That the Board of Directors approve the Organizational Consent as part of the next step in the organizational process, specific to the filing for CASCE Articles of Incorporation.

#### **CASCE Oral Report**

- Discussion specific to whether the board feels it necessary to provide an oral CASCE update to the NSCA Board of Directors during the in-person board meeting in July.
- Last written report provided in March.
- It was determined an oral in-person report was not necessary.

#### **Accreditation Portal Update:**

- Dr Micki Cuppett provided a report and update on the progress of the configuration and training in the Accreditation Portal.
- Administrators representing the 9 programs seeking accreditation have received training in the new system.

- Board members were given a demo of the system including the mock Self-Study.
- Mock Self-Study designed and intended to be used as training for ARC members and Peer Reviewers.
- Yearly Evaluation demonstrating how Peer Reviewers are trained/evaluated will be necessary.
- Discussion determining the number of applications accepted for the 2021-2022 cycle.
  - CASCE will reserve the right to limit applications (based on resources, i.e. Peer Reviewer pool)
  - Suggestion to at least double the number of applications accepted for the next cycle- Total 12-15 institutions

## COMMITTEE REPORTS

### Standards Committee

- Marissa Wehr, Committee Board Liaison, provided a report on the progress and status of tasks performed by members of the Standards Committee.
- Committee has asked the Board to review and approve the Standards Revision process document.
- Committee is currently expanding terms in the Glossary of the Professional Standards for the purpose of clarification and interpretation of terms within the Standards for US programs and future International programs.
- Report on meeting held with members of the NSCA Certifications Committee.
  - Members of the Certification Committee were notified of the intent of the CASCE to delay granting accreditation decision to non-English speaking programs, due to the lack of visibility, funding and credibility of the CSCS in many of these countries. Certification Committee discussed the possibility of delaying the degree requirements for non-English speaking exam candidates beyond 2030, until marketing and advocacy of the CSCS can be established.

### The following was approved by unanimous consent:

**2021-5-25-03-** Approval of Standards Revision Process document

That the Board of Directors approve the Standards Revision Process document as presented.

### Accreditation Review Committee (ARC)

- Dr Diane Bartholomew, Committee Board Liaison, provided on the progress and status of tasks performed by members of the ARC
- During monthly meetings, members of the committee divided up sections of the Standards to provide examples of narratives and exhibits to complete the Mock Self-Study.
- Committee members spearheading planning for the Peer Reviewer Training in September, 2021.
  - Members of the ARC will be responsible for conducting sections of the training session.

## NEW BUSINESS

- None

### *NEXT MEETING DATE/TIME*

- September 17, 2021 in COS held in conjunction with the Peer Reviewer Training
  - Discussed holding a virtual meeting in July- Later decided there would not be enough content for a full meeting. Any decisions could be accomplished through email.

**This meeting was adjourned at 2:03 PM MT.**