COUNCIL ON ACCREDITATION OF STRENGTH AND CONDITIONING EDUCATION BOARD MEETING MINUTES

Virtual Meeting
Wednesday, November 19, 2020
8:00am MT | 9:00am CT | 10:00am ET
Duration: 1 hour

Zoom Call

Present Board Members: Dr. Todd Miller, Chairman; Dr. Maura Bergan, Vice-Chair; Dr. Nicholas Hanson, Secretary/Treasurer; Dr. Diane Bartholomew; Marissa Wehr; Bob Jones; Dr. Kathy Chappell; Dr Colin Wilborn, NSCA BOD Liaison

Absent Board Member: Ryoji Abe

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

This meeting was called to order at 8:05am MT by Todd Miller.

Adopted Motions:
2020-11-19-01- Approval of Minutes from July 6, 2020 meeting
Proposed: Maura
Second: Bob
Vote: Passed Unanimous

2020-11-19-02- Approval of Minutes from September 23, 2020 meeting
Proposed: Bob
Second: Nick
Vote: Passed Unanimous

2020-11-19-03- Institutions accrediting 2 programs to receive a 50% discount off of second site visit, when an institution has two concurrent site visits, to total $7500 ($5000/1st program, $2500/2nd program).
Proposed: Bob
Second: Marissa
Vote: Passed Unanimous

Agenda, Discussion Items

Accreditation Application Submission Report- Led by: Linda Aaberg

- Linda read a summary to include:
  - o 3 institutions have applied for accreditation to date. Programs have been reviewed, accepted and paid fees. All programs have received self-study materials (MS Word Templates).
  - o Submissions include; Parker University (non-ERP)- Graduate and Undergraduate; Texas A&M University- Corpus Christi (ERP)- Undergraduate and Graduate; University of Mary-Hardin Baylor (ERP)- Undergraduate
- Received lots of questions and interest from programs
  - o CASCE question: Can an institution in the process of adding a program submit an application? Answer: Yes, but in order to complete the self-study, the program must be in place when the self-study is submitted.
- Discussion about applications open through February
  - o Maura suggested we may see an increase in submissions due to institutions that will use the break between semesters to work on the applications.
  - o Diane asked why February was the designated deadline, unless we reach the cap. Todd agreed: it should be up to institutions to determine how much time they need (or how much they do before submitting the applications).
  - o Once the cap has been met, it will need to be stated on the CASCE web pages.

Armature Software Update- Led by: Linda Aaberg

- Armature/NSCA Service Agreement was fully executed on November 5, 2020, the initial annual subscription payment has been paid ($24,000).
- NSCA legal counsel and administration discussed and clarified items of concern within the agreement. Came to agreement on all items.
- Biggest sticking point was end-user risk and responsibility. It was decided to require users to sign an agreement prior to accessing system.
- Project planning kick-off meeting- December 3, 2020.

Accreditation Review Committee Report- Led by: Diane Bartholomew
- The ARC met November 18. The group is creating and working through a mock self-study and discussing questions, comments, and clarifications that will be used for training peer reviewers and review team members in the future. The group will meet again December 17 to continue work on Section II and begin Section III. The goal is to have a complete example by March 2021.

Standards Committee Report- Led by: Marissa Wehr/Micki Cuppett
- Members have been selected. The first meeting will be December 9, during which members will receive charges/tasks from the BOD and develop a timeline. Micki is working on setting up individual meetings with volunteers, affiliates and Ryoji to help identify needs and sticking points.

Accreditation Decisions- Led by: Micki Cuppett
- Discussion regarding fees for schools that are accrediting two program- Reduced fees for site visits
  - o If site visit is done at the same time (concurrently)
  - o Ideas
    - ▪ SVs for two programs would be $10,000 ($5000/program). If we send 4 visitors, split

the difference and charge $7500. Two discrete teams should not be needed to review some things within self-study (i.e., using the same sites, classrooms, labs) or visit with the same people (i.e, Dean, Provost).

- ▪ In the future, perhaps a cross-over member who serves on both teams.
- ▪ This is a model the CAATE followed as well.
- ▪ Board members agreed that a 50% discount on second site visit when an institution has two concurrent site visits made sense from a financial standpoint for programs and SV expenses.
- • Discussion specific to whether an entirely online program become accredited.
  - o Would need to provide guidelines to schools as they develop programs.
  - o Initial discussion led to the conclusion that this need to be a longer discussion and will be added to the January meeting agenda.
  - o Linda will provide a short list of ERP approved online programs prior to the meeting for board members to do some research ahead of the discussion.

Board Member Expiring Terms (July 2021)
- • Two Educator positions: Maura and Nick
- • Two Practitioner positions: Marissa and Bob?
- • Initial terms were differing to start the stagger
- • Linda will recheck dates and stagger to confirm expiration for Bob's term
- • Members interested serving a second, consecutive term will contact Todd

Volunteer Leadership CEUs
- • List on the website includes accreditation volunteer work
- • Eligible for .5 CEU/year
- • Cannot be reported by volunteer, Linda will submit a list to the Certification Department

Dates/Times for Next Meeting in January
- • Coaches Conference is January 6-8
- • Consider two short meetings on consecutive days
- • Suggestion for full-day meeting January 4 and half day January 5

Meeting Adjourned at 9:10AM MT