

Special Committee on Accreditation Meeting Minutes

National Strength and Conditioning Association

Zoom Conference Call

Thursday, April 2, 2020-US/Friday, April 3, 2020-Japan

4:00pm MST/5:00pm CST/6:00pm EST, 7:00am Tokyo

Video/Audio Meeting

Present committee members: Dr. Todd Miller, Chairman; Maura Bergan, Vice-Chair; Dr. Nicholas Hanson, Secretary/Treasurer; Dr. Diane Bartholomew; Marissa Wehr; Ryoji Abe

Absent: Joe Kenn

Also present: Michael Massik; Lee Madden; Beth Rampelberg; Micki Cuppett; Linda Aaberg; Scott Douglas

This meeting called to order at 4:01pm MST

Approved Motions

2020-04-02-01 Motion- Move to table the selection of the S&C Coach BOD member to a future, special meeting to take place prior to the NSCA National meeting in July 2020.

Proposed: Diane Bartholomew

Second: Maura Bergan

Vote: Passed Unanimous

2020-04-02-02 Motion- Elect Kathy Chappell as Public Member for the CASCE board.

Proposed: Nick Hanson

Second: Maura Bergan

Vote: Passed Unanimous

Agenda, Discussion Items

Call to Order-Led by: Todd

Software Update-Led by: Michael

- Revised pricing proposal submitted by ARMATURE. Linda has notified them that we are on hold moving forward with this contract until the beginning of May, to evaluate the effects of Covid-19. They have not been notified their software services have been selected, during the negotiation process.
- Michael noted that it does not make sense to purchase something we cannot start using.
- Discussion surrounding the uncertainty surrounding how COVID-19 affects early adopters. Program financial fears, departments forced into online requirements, and how this will potentially change the environment for programs in the fall, all need to be a consideration.

Todd noted that he anticipated being an early adopter, but his institution, as others are nervous about funding, enrollment and 'higher level' issues.

- The committee may need to evaluate whether the timeline should stay as is, and let institutions make accreditation decisions or adjust the timeline. It was determined it is too early to make a determination to adjust the timeline, at this stage. Time will allow the opportunity to collect some data to make a more informed decision.
- Michael noted that some of the state conferences are moving to virtual delivery. This may be a consideration for the National Conference in July.
- Diane asked if the revised proposal has an expiration date. Linda will follow up on this request for information.

Articles of Incorporation Update- Led by: Michael

- Michael advised that we wait until things are more stable with less chaos. Articles can be filed at any time. Filing right now does not make sense.

Budget Update- Led by: Lee

- Revised budget presented that contained adjustments made to align with NSCA budget. This included the revised negotiated software proposal pricing.
- No vote needed, this budget submitted as an interim budget, FY starting April 1.

Marketing/Branding Update- Led by: Beth

- Discussions previously held to identify the basic CASCE 'identity' and other guidelines.
- Now that this information is gathered, Marketing will continue to move forward with the intent to have branding and imaging document by April.
- Marketing plan, goals and strategies shared with this group to review and confirm.
- Intent to have branding/logo use at July National Conference.

National Conference Update- Led by: Todd

Announcement to hold or cancel by June 3

- CASCE BOD Meeting- July 6
- Standards and Review Committee Orientations- July 8
- Accreditation Informational/Administrator Session- July 8
- Affiliate Meeting- TBD
- ERP/Accreditation Booth Presence
- Planning for Sessions

If the conference is not face-to-face, current thinking is to keep these same dates and meet via audio-video conference.

Policies and Procedures- Led by: Micki

- Draft sent to committee ahead of time
- This draft contains examples of P&P, some guidance, some internal and public all in one document
- Recommendation from Todd to put basic/public information, including; accreditation processes, Standards, and a glossary in one public document. This document would only contain pertinent accreditation information for programs, and would serve as an Accreditation Guide. A separate public document would contain CASCE Bylaws, governance, etc.
- Diane spoke on behalf of splitting the information within these documents for the ease-of-use for programs.
- Maura noted the detail about the committees and what it means to volunteer is beneficial.
- Micki warned to be cautious in putting multiple documents in multiple places, because changes to be made in multiple places when the need arises.
- Discussion about using various components within this 'guide' as an initial map for the website, helping to establish pages for content.
- Micki asked volunteers to help review and wordsmith this document before it comes back to the group for approval. Diane volunteered.

CASCE Volunteer Positions- Led by: Todd

- Todd noted that he had not been able to look through the candidate CVs yet. He felt most comfortable with known candidates, rather than just on paper.
- Discussion on the Review Committee candidates:
 - Todd is familiar with Mike Miller and Brian Gearity
 - Maura is familiar with Mary Kate Feit
 - Ryoji recommended Mike Miller and Kyle Ryan
 - Micki was familiar with Mark Knoblauch (though he may be extra busy with CAATE reaccreditation due to a colleague being on long-term leave)
 - Todd will review and appoint Standards and Review Committees
- Discussion that no one was familiar with the S&C Coach candidates. Committee will do some recruiting and reevaluate candidates.
- Public Member candidate discussion regarding the accreditation experience Kathy Chappell would be more invaluable than the legal/BOD experience Rod Cooper brings.

Program Question- Led by: Todd

Methodist University- CSCS Faculty Question

- Concern of meeting the standards due to lack of CSCS faculty on staff at smaller schools.
- Discussion about how important is the content that the CSCS is required to teach. Can some of this content be broken up to help with these situations?
- Micki recommended that this be a charge for the newly formed Standards Committee to look at the content within the standards and make a recommendation.
- Linda will remind Todd to include this request for this group once formed.

Scott Douglas was introduced to the group, joining from a business development perspective.

Meeting Adjourned by acclamation- 5:04pm MST