

## BOARD OF DIRECTORS MEETING MINUTES

### TUESDAY JULY 15, 2025

**Meeting location:** Room 2504A, Kansas City Convention Center, 301 W 13<sup>th</sup> St #100, Kansas City, MO

**Members participating in this meeting:**

**In-person:** Dr. Colin Wilborn, Dr. Diane Bartholomew, Ms. Marissa Wehr, Dr. N. Travis Triplett, Dr. Dawn Anderson, Mr. Bob Jones, Dr. Disa Hatfield

**Zoom:** Dr. Kathy Chappell

**Also present at times:**

**CASCE Staff In-person:** Linda Carter, Christa Patterson, Todd Miller

**CASCE Staff by Zoom:** Natasha Davis

**NSCA Staff In-person:** Michael Massik, Keith Cinea, Lee Madden, Lori Stikeleather

**Absent:** Mr. Christian Allen

The meeting of the CASCE Board of Directors was called to order at 8:30 AM Central Time on Tuesday, July 15, 2025, by Dr. Colin Wilborn. A quorum was present.

### BOARD TERM UPDATES

- The board received an update on terms set to expire in July 2026.
- Discussion included the need to begin recruiting new members with appropriate educational qualifications to ensure strong future leadership.
- The board may consider amending bylaws to revisit the definition of administrative roles, potentially allowing program directors and deans to serve.
- Recruitment efforts will continue to identify qualified professionals to support accreditation and organizational needs.

### ELECTION OF OFFICERS/BOARD LIAISON

**Motion 2025-7-15-01-** To appoint N. Travis Triplett to serve as Vice-Chair, replacing Marissa Wehr.

**Nominated by:** Diane Bartholomew

**Vote:** Passed

**Motion 2025-7-15-02-** To appoint Bob Jones to serve as Secretary/Treasurer, replacing Nicholas Hanson.

**Nominated by:** Bob Jones

**Vote:** Passed

**Motion 2025-7-15-03-** To appoint Bob Jones to serve as Board Liaison to the Standards Committee, replacing Marissa Wehr.

**Nominated by:** Diane Bartholomew

**Vote:** Passed

**Motion 2022-7-15-04-** To appoint Marissa Wehr as the Chair of the Standards Committee.

**Nominated by:** Diane Bartholomew

**Vote:** Passed

## NSCA REPORT

The NSCA Executive Director provided updates on current initiatives, including:

- Over 60,000 certified professionals supported: membership ranges from 28,000–32,000, typically increasing during recertification periods due to CEU incentives.
- Upcoming changes to CSCS exam delivery through Pearson VUE.
- A new website chatbot launching soon.
- Strong projected attendance for the Tactical Conference in San Antonio this August.
- Ongoing redesign of the NSCA website.

## FINANCIAL REPORT

The NSCA Senior Director of Finance and Administrative Accounting reported:

- Current expenses remain within budget.
- Primary CASCE costs include staff salaries, site visits, and Armature.
- Site visits are expected to double next fiscal year due to the high number of programs in the self-study process.

## MARKETING REPORT

The NSCA Director of Marketing reported:

- The CSCS campaign with Human Design has concluded.
- Strongest audience: high school students (especially female), followed by college students.
- A potential extension of the campaign with a “take action” theme is under consideration.
- A quiz is being developed to help high school students determine the most appropriate certification.
- A nurturing campaign is being developed for larger schools.
- Webinars are being coordinated with Todd and Colin.
- Discussion included incorporating the Post-Baccalaureate Certificate into future marketing efforts and celebrating new programs through social media collaborations.

## PROGRAM REPORT

The CASCE Accreditation Manager presented an update on accreditation activity:

- 2020-2023 Cycles:
  - 39 programs received 5-year initial accreditation
  - 1 program received 3-year initial accreditation with a progress report



- 4 programs received deferred action
- 4 programs received denial decisions
- 1 program needed an additional review
- 2024 Cycle:
  - 40 programs are completing self-studies
  - 44 applications total received
    - Includes 1 late application and 3 program withdrawals
  - 3 programs deferred from the 2023 cycle

## ARC REPORT

The ARC Board Liaison presented updates and discussion items:

- Review of eligibility requirements at the application stage, including additional documentation to be verified through preliminary office review.
- Applications may be denied if critical standards are not met.
- Updates planned for the “Get Started Quiz” to align with application requirements.
- Review of eligibility criteria after self-study submission and prior to Peer Reviewer assignment.
- Revision of critical standards guiding ARC recommendations and decisions.
- Updates forthcoming to the CASCE Professional Standards and Guidelines and the Guide to Accreditation.
- Enhanced Peer Reviewer training planned, including narrated videos, PowerPoints, and interactive quizzes using the NSCA LMS platform.
- Discussion on moving Peer Reviewer training earlier in the year when possible.
- Review of reaccreditation/reaffirmation timeline and process, including:
- Accreditation continues unless otherwise decided by the board.
- Interim Report process to continue accreditation rather than requiring a full site visit for first-cycle programs.
- Possible outcomes include reaffirmation with or without a progress report.
- Programs notified in August; reports due April 1; 30-day rejoinder period; ARC review and board decisions in June.
- Discussion of deferral process and fees for programs not eligible for self-study.

## Motions

- **Motion 2025-7-15-05-** Approve amendments and additions to the process for critical standards that inform decisions and eligibility at both the application and post-self-study submissions.

**Proposed by:** N. Travis Triplett

**Vote:** Passed

**Seconded by:** Dawn Anderson

- **2025-7-15-04-** Approve the interim reaffirmation process.

**Proposed by:** N. Travis Triplett  
**Seconded by:** Bob Jones

**Vote:** Passed

## STANDARD COMMITTEE REPORT

The Board Liaison provided a brief report on minor revisions to the CASCE Professional Standards and Guidelines. Upon approval, corresponding updates will be made in the accreditation portal. The Standards Committee will also review the DCO in preparation for the next comprehensive standards review.

- **Motion 2025-7-15-06-** Approve the minor revisions and clarifications to the CASCE Professional Standards and Guidelines as presented by the Standards Committee.

**Proposed by:** N. Travis Triplett **Vote:** Passed

Note: No need for a second as the motion originated from a committee.

## DISCUSSION ITEMS

### Multiple Program Accreditation

Acting Executive Director provided a brief overview of procedures for institutions seeking accreditation for multiple programs simultaneously.

- Institutions seeking accreditation for multiple programs must submit separate applications and fees.
- Identical curricula may be evaluated collectively, but documentation and site visit logistics must be clearly organized.
- A single site visit may be used if appropriately structured.
- Undergraduate certificate programs must be embedded within a defined subfield and associated major; they cannot stand alone.

### Exam Data Collection Process

The board discussed data collection and validation processes, along with the role of the NSCA Certification Department. The Program Director must validate and submit an affidavit certifying a list of students that meet requirements.

- Discussion on data collection and validation processes involving the NSCA Certification Department.
- Program Directors must validate and submit affidavits certifying eligible students.
- Coordination with the Certification Director will be required to implement the system.
- NSCA Certification Department will provide exam data for each program.

### NSCA Affiliate Pilot Programs

The board received an update on NSCA Affiliate pilot efforts.

- Update provided on international pilot efforts.
- International programs review CASCE standards and identify non-compliance based on their country's education system.

- The board discussed the International Universities Strength and Conditioning Association (IUSCA), noting its functions as an endorsing organization rather than a formal accreditor.
- Discussion included whether CASCE should explore collaboration or clarify its international role.

#### **Armature Public Directory Proposal**

- The board reviewed a proposal for a searchable public directory integrated with Fabric.
- This feature is not essential at this time; the board will revisit the option during the 2027 Armature renewal process.
- Supporting materials were provided for reference.

### **UPCOMING MEETINGS**

The board will revisit the need for a Fall 2026 meeting. The next in-person meeting is scheduled for Summer 2026.

This meeting adjourned at 2:19 PM CT.