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| **MEAC Board of Directors Meeting** | | | | | | **Date:**  December 2, 2013 | |
| **Time Convened:**  12:08pm EST  **Time Adjourned:**  1:10pm EST | |
| **Type of Meeting:**  Teleconference | |
| **Attendees:** | | Board members: Andrea Ferroni, Jeanne Madrid, Henci Goer, Nichole Reding, Heidi Fillmore, Mary Yglesia, Sheila Simms-Watson  Staff: Sandra Bitonti Stewart, Jessica Kelly-Shaieb, Karin Borgerson, | | | | | |
| **Absent:** | | Kristi Ridd-Young, Kathryn Montgomery | | | | | |
| **Notes taken by:** | | Jessica Kelly-Shaieb | | | | | |
| ***Minutes*** | | | | | | | |
| **Agenda Item:** | Approve Minutes | | | **Presenter:** | | Sandra Bitonti Stewart | |
| **Documents:** | 2013-11-04 MEAC BOD Meeting minutes DRAFT\_with Andrea and Henci edits | | | | | | |
| **Discussion:** | Sandra presents the draft of the minutes from the November 4, 2013, Board meeting, including suggested edits by Board members. | | | | | | |
| **Conclusions:** | Motion to approve the minutes from the November 4, 2013, MEAC Board of Directors meeting: Andrea Second: Nichole. Abstain: Sheila Opposed: None. | | | | | | |
| **Action Items** | | | | **Person Responsible** | | | **Deadline** |
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| Change to P+P ? | | | Change to Handbook? | | Notify public or schools? | | |

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| **Agenda Item:** | Finance | | **Presenter:** | | Mary Yglesia | |
| **Documents:** | 2013\_11 Profit and Loss; 2013\_11 Balance Sheet | | | | | |
| **Discussion:** | Mary presents the profits and losses and addresses notable areas. Board poses no questions regarding the Profit and Loss or Balance Sheet reports but expresses appreciation for the clarity in reporting. Sandra provides additional information about the contributions. | | | | | |
| **Conclusions:** |  | | | | | |
| **Action Items** | | | **Person Responsible** | | | **Deadline** |
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| Change to P+P ? | | Change to Handbook? | | Notify public or schools? | | |

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| **Agenda Item:** | Policies and Procedures | | **Presenter:** | | Sandra Bitonti Stewart | |
| **Documents:** | Proposed revision to P&P\_complaints\_final draft | | | | | |
| **Discussion:** | Sandra reminds Board of the discussion held during annual in-person Board meeting regarding this complaint process proposal. Sandra addresses language questions posed by Henci in the draft. Board discusses possible edits.  Board defers vote until edits are made and agrees to hold an electronic vote on the document as a whole. | | | | | |
| **Conclusions:** |  | | | | | |
| **Action Items** | | | **Person Responsible** | | | **Deadline** |
| * Sandra to make suggested edits in document and send to Board for electronic vote. | | | Sandra | | | 12/3/13 |
| Change to P+P ? Y | | Change to Handbook? Y | | Notify public or schools? Y | | |

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| **Agenda Item:** | Accreditation Activity | | **Presenter:** | | Jessica Kelly-Shaieb; Karin Borgerson | |
| **Documents:** | 2013-11-11 NMI ARC recommendation to defer accreditation vote; 2013-10 NMI Interim Report ARC recommendation to MEAC Board; BUNM Interim Report 1/31/13 ARC Recommendation; BUNM Interim Report 6/30/13 ARC Recommendation | | | | | |
| **Discussion:** | Board and staff expressed interest in additional clarity, tools, and training in the role of independent board reviewers.  NMI Motion to Defer Vote on Accreditation  Mary presents an independent review of the ARC recommendation to defer a vote on reaccreditation until April 2014. Mary and Sandra provide a review of the precedent for deferral.  NMI Interim Report (Standard 1-C-1)  The discussion and vote was tabled until the January Board meeting due to a technological glitch rendering the independent board reviewer unable to access materials.  Mary recuses herself from the BUNM discussion.  BUNM Interim Reports Dated 1/31/13 and 6/30/13 (Standard 1-C-1)  Andrea presents an independent review of the ARC recommendation to accept the interim reports and continue monitoring completion rates. Jeanne raises concern that the last remaining student will reach the program’s maximum stated timeframe in April, 2014. Board recommends that the language in the ARC report be edited to require completion and reporting by April 30, 2014, rather than June 2014, to reflect the school’s 5 year timeframe. | | | | | |
| **Conclusions:** | Motion to defer a vote the re-accreditation of the National Midwifery Institute until April 30, 2014: Mary Second: Jeanne. Abstain: None. Opposed: None.  Motion to accept the recommendations of the ARC to accept the Interim Report Dated 1/31/13 of Bastyr University Department of Naturopathic Midwifery: Andrea Second: Jeanne. Abstain: None. Opposed: None.  Motion to accept the recommendations of the ARC to accept the Interim Report Dated 6/30/13 of Bastyr University Department of Naturopathic Midwifery but change the language from “done by June 2014” to “done by April 30, 2014.”: Nichole. Second: Jeanne. Abstain: None. Opposed: None. | | | | | |
| **Action Items** | | | **Person Responsible** | | | **Deadline** |
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| Change to P+P ? | | Change to Handbook? | | Notify public or schools? YES | | |

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| **Agenda Item:** | Outreach Activity | | **Presenter:** | | Heidi Fillmore; Kristi Ridd-Young | |
| **Documents:** | 2013\_11 letter to US MERA | | | | | |
| **Discussion:** | Heidi provides a brief background to the origination of the letter proposing a visioning session at the next US-MERA meeting that would include all groups. Sandra reviews the letter and solicits feedback from Board by the end of the day. | | | | | |
| **Conclusions:** |  | | | | | |
| **Action Items** | | | **Person Responsible** | | | **Deadline** |
| * Board to provide comments by the end of the day today. | | | Board | | | 12/2/2013 |
| Change to P+P ? | | Change to Handbook? | | Notify public or schools? | | |

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| **Agenda Item:** | Upcoming Meeting Schedule | | **Presenter:** | | Sandra Bitonti Stewart | |
| **Documents:** |  | | | | | |
| **Discussion:** | **Title IV Training for MEAC Board and ARC** **Part 1** Dec. 9, 2013 1-2:30 pm EST  **Title IV Training for MEAC Board and ARC Part 2** Dec. 16, 2013 1-2:30 pm EST  **Executive Committee** December 19, 2013 2:00 – 3:30 p.m. EST  **Board** January 22, 2014, 12:00-2:00pm EST  **Board** February 26, 2014, 11:30-1:30pm EST  **Board** March 26, 2014, 12:00-2:00pm EST  **Board** May 21, 2014, 12:00-2:00pm EST | | | | | |
| **Conclusions:** |  | | | | | |
| **Action Items** | | | **Person Responsible** | | | **Deadline** |
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| Change to P+P ? | | Change to Handbook? | | Notify public or schools? | | |