

MEAC Board of Directors Meeting	Date: November 29, 2016
	Time: Convened 1:00 ET Adjourned 5:04 ET
	Type of Meeting: Teleconference
Attendees:	Board members: Abigail Aiyepola, Karen Ehrlich, Courtney Everson, Andrea Ferroni, Heidi Fillmore, Henci Goer, Stephanie Mills, Nichole Reding, Kristi Ridd-Young, Ana Vollmar Staff: Karin Borgerson, Trixi Packmohr, Julia Reid
Absent:	Cassaundra Jah
Notes taken by:	Julia Reid, Karin Borgerson

Minutes

Agenda Item:	Accreditation Activity: Quick Announcements	Presenter:	Julia Reid
Documents:	FSTM ED Announcement		
Discussion:	FSTM has hired new Executive Director: Susan Nelson. Birth Institute has withdrawn application for initial accreditation. Will be closing school due to financial issues. Birth Institute owes MEAC site visit fee (completed August 2016).		
Conclusions:	None		
Action Items		Person Responsible	Deadline
✓	Follow up with BI again for outstanding fee	Julia Reid	ASAP
Change to P+P? N	Change to Handbook? N	Notify public or schools? N	

Agenda Item:	MLL Compliance Report	Presenter:	Ana Vollmar
Documents:	MLL 2016-08-29 CR IBR Report Final		
Discussion:	Ana Vollmar presents IBR findings, including differences from ARC recommendation. Board discusses findings and recommendations.		
Conclusions:	Nichole Reding moves to accept the compliance report. Second: Karen Ehrlich. Recusals: None. Abstain: Henci Goer. Opposed: None. Motion Passes.		
Action Items		Person Responsible	Deadline
✓	Follow up with MLL	Julia Reid	ASAP
Change to P+P? N	Change to Handbook? N	Notify public or schools? N	

Agenda Item:	BMS Substantive Change	Presenter:	Andrea Ferroni
Documents:	2016-11 BMS IBR Report FINAL		
Discussion:	Heidi Fillmore, Ana Vollmar, Stephanie Mills leave the call (recused due to conflict of interest).		

Andrea Ferroni presents IBR findings, including differences from ARC recommendations and reporting recommendations.

Board discusses findings and reporting requirements. Board notes difficulty in assessing benchmarks that are currently in development due to the launch of a new program. Board recommends using boilerplate language used from previous substantive application (for other school) and adding language that monitoring reports may overturn future compliance reporting requirements.

Board discusses changing or removing Monitoring Report requirements for IV.C1-C4. Courtney Everson believes this is a logistical issue for the school due to the timing of when student obtain clinical placements. Board discusses keeping Compliance Report and removing recommended Monitoring Report.

Board discusses ARC and IBR differences between VII.A1 Admissions Policies and Procedures. Courtney Everson recommends making this Met-1. Abigail Aiyepola and Karen Ehrlich review their ARC notes. Abigail Aiyepola recommends a Met-1 based upon previous ARC conversation, with Monitoring Report using the previous ARC compliance report language on rationale for this benchmark being the same as VII.A1. Board concurs.

Andrea Ferroni explains note on VII.B1.

Board changes VII.A2 Compliance Report date to April 13, 2018 (or 18 month ECD if earlier).

Board recommends pulling apart findings for VIII.B1 from Midwifery Program and Midwifery Assistance Program (separate finding and separate cover letter).

Conclusions: Karen Ehrlich moves to accept the IBR with the changes noted in the minutes. Second: Courtney Everson. Absent: Cassaundra Jah. Abstain: Henci Goer, Nichole Reding. Opposed: None. Recusals: Heidi Fillmore, Ana Vollmar, Stephanie Mills. Motion passes.

Action Items		Person Responsible	Deadline
✓ Follow-up with school		Julia Reid	ASAP
Change to P+P? N	Change to Handbook? N	Notify public or schools? N	

Agenda Item:	Annual Report Review: MLL	Presenter:	Kristi Ridd Young
Documents:	MLL Motion 2016-10-17; MLL_Annual_Report_2015_BOD_Report_Draft		
Discussion:	Heidi Fillmore and Ana Vollmar return to the call. Stephanie Mills will not return to call.		
	Board reviews annual report findings and previous motion.		
Conclusions:	Nichole Reding moves to accept annual report. Second: Andrea Ferroni. Abstain: None. Recused: None. Opposed: None. Motion passes.		

Action Items		Person Responsible	Deadline
✓ Follow-up with school		Julia Reid	ASAP
Change to P+P? N	Change to Handbook? N	Notify public or schools? N	

Agenda Item:	Annual Report Review: SWTC	Presenter:	Henci Goer
Documents:	SWTC Motion 2016-10-17; SWTC_Annual_Report_2015_BOD_Report_Draft		
Discussion:	Board requests the comments in I.C1/C2 findings be updated for clarity. Board reviews annual report findings and previous motion.		
Conclusions:	Ana Vollmar moves to accept annual report. Second: Andrea Ferroni. Recused: None. Abstain: None. Opposed: None. Motion passes.		
Action Items		Person Responsible	Deadline
✓ Update I.C1 and I.C2 comment (send to BOD for approval)		Karin Borgerson	ASAP
✓ Follow-up with school		Julia Reid	ASAP
Change to P+P?	Change to Handbook?	Notify public or schools?	

Agenda Item:	BMS Annual Report	Presenter:	Andrea Ferroni
Documents:	BMS Motion 2016-10-17; BMS_Annual_Report_2015_BOD_Report_Draft		
Discussion:	Ana Vollmar and Heidi Fillmore leave call and JoinMe. Board reviews annual report findings and previous motion.		
Conclusions:	Andrea Ferroni moves to accept annual report. Second: Kristi Ridd Young. Recused: None. Abstain: None. Opposed: None. Motion passes.		
Action Items		Person Responsible	Deadline
✓ Follow-up with school		Julia Reid	ASAP
Change to P+P?	Change to Handbook?	Notify public or schools?	

Agenda Item:	NMI Annual Report	Presenter:	Andrea Ferroni
Documents:	NMI Motion 2016-10-17; NMI_Annual_Report_2015_BOD_Report_Draft		
Discussion:	Ana Vollmar and Heidi Fillmore return to call and JoinMe. Board reviews annual report findings and previous motion.		
Conclusions:	Karen Ehrlich moves to accept annual report. Second: Andrea Ferroni. Recused: None. Abstain: None. Opposed: None. Motion passes.		
Action Items		Person Responsible	Deadline
✓ Follow-up with school		Julia Reid	ASAP
Change to P+P?	Change to Handbook?	Notify public or schools?	

Agenda Item:	FSTM Annual Report	Presenter:	Karen Ehrlich
Documents:	FSTM Motion 2016-10-17; FSTM_Annual_Report_2015_BOD_Report_Draft		
Discussion:	Board reviews annual report findings and previous motion.		
Conclusions:	Kristi Ridd-Young moves to accept annual report. Second: Henci Goer. Recused: None. Abstain: None. Opposed: None. Motion passes.		

Action Items		Person Responsible	Deadline
✓ Follow-up with school		Julia Reid	ASAP
Change to P+P?	Change to Handbook?	Notify public or schools?	

Agenda Item:	BCM Annual Report	Presenter:	Heidi Fillmore
Documents:	BCM_Annual_Report_2015_BOD_Report_Draft		
Discussion:	Nichole Reding leaves call and JoinMe. Board reviews annual report findings. Board discusses error on compliance date with I.C2. ARC will review I.C2 per Compliance Reporting process.		
Conclusions:	Karen Ehrlich moves to accept annual report. Second: Heidi Fillmore Recused: Nichole Reding. Abstain: None. Opposed: None. Motion passes.		
Action Items		Person Responsible	Deadline
✓ Follow-up with school		Karin Borgerson	ASAP
Change to P+P?	Change to Handbook?	Notify public or schools?	

Agenda Item:	MCU Annual Report	Presenter:	Heidi Fillmore
Documents:	MCU_Annual_Report_2015_BOD_Report_Draft		
Discussion:	Courtney Everson and Kristi Ridd-Young leaves call and JoinMe. Board reviews annual report findings. Discussed audit issues. IBR recommends finding Met-1.		
Conclusions:	Henci Goer moves to accept annual report with proposed amendment suggested by IBR. Second: Karen Ehrlich. Recused: Kristi Ridd-Young, Courtney Everson. Abstain: None. Opposed: None. Motion passes.		
Action Items		Person Responsible	Deadline
✓ Follow-up with school		Karin Borgerson	ASAP
Change to P+P?	Change to Handbook?	Notify public or schools?	

Agenda Item:	NCM Annual Report	Presenter:	Heidi Fillmore
Documents:	NCM_Annual_Report_2015_BOD_Report_Draft		
Discussion:	Andrea Ferroni recused, leaves call and JoinMe. (Cassandra Jah, absent, also recused.) Courtney Everson and Kristi Ridd-Young return to call and JoinMe. Board reviews annual report findings.		
Conclusions:	Kristi Ridd-Young moves to accept annual report. Second: Heidi Fillmore Recused: Andrea Ferroni, Cassandra Jah. Abstain: None. Opposed: None. Motion passes.		
Action Items		Person Responsible	Deadline
✓ Follow-up with school		Karin Borgerson	ASAP

Change to P+P?	Change to Handbook?	Notify public or schools?
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Agenda Item:	NIZ Annual Report	Presenter:	Andrea Ferroni
Documents:	NIZ_Annual_Report_2015_BOD_Report_Draft		
Discussion:	<p>Abigail Aiyepola recused, leaves call and JoinMe. Nichole Reding returned. Andrea Ferroni and Nichole Reding return to call and JoinMe.</p> <p>Board reviews annual report findings.</p>		
Conclusions:	Nichole Reding moves to accept annual report. Second: Kristi Ridd-Young Recused: Abigail Aiyepola. Abstain: None. Opposed: None. Motion passes.		
Action Items		Person Responsible	Deadline
✓ Follow-up with school		Karin Borgerson	ASAP
Change to P+P?	Change to Handbook?	Notify public or schools?	

Agenda Item:	BUDM Annual Report	Presenter:	Karen Ehrlich
Documents:	BUDM_Annual_Report_2015_BOD_Report_Draft		
Discussion:	<p>Abigail Aiyepola recused (left call before previous report).</p> <p>Board reviews annual report findings.</p>		
Conclusions:	Nichole Reding moves to accept annual report. Second: Henci Goer Recused: Abigail Aiyepola. Abstain: None. Opposed: None. Motion passes.		
Action Items		Person Responsible	Deadline
✓ Follow-up with school		Karin Borgerson	ASAP
Change to P+P?	Change to Handbook?	Notify public or schools?	

Agenda Item:	Proposed changes to completion/retention rates	Presenter:	Courtney Everson, Heidi Fillmore
Documents:	Student retentioncompletion, FINAL PROPOSED.docx		
Discussion:	<p>Abigail Aiyepola returns to call.</p> <p>Courtney Everson and Heidi Fillmore presented a proposal for revisions to retention (I.C1) and completion (I.C2) benchmarks.</p> <p>Proposed process: after incorporating board feedback, send to Rachael Shultz (USDE analyst) for feedback. After incorporating feedback from Ms. Shultz, solicit feedback from all interested stakeholders (30 day response period). After close of comment period, board to consider all submitted feedback and vote on any changes to benchmarks. Changes would take effect immediately. Board discussed several options for implementation.</p> <p>Board discussed proposed changes.</p>		
Conclusions:	Proceed with proposed process.		

Action Items	Person Responsible	Deadline
<ul style="list-style-type: none"> ✓ Incorporate feedback from this discussion & circulate to board ✓ Prepare materials for Rachael Shultz 	Courtney Everson, Heidi Fillmore Courtney Everson, Heidi Fillmore	
Change to P+P?	Change to Handbook?	Notify public or schools?