

MEAC Board of Directors Meeting	Date: 12 January 2017
	Time: Convened 9:01 am PST Adjourned 11:30 am PST.
	Type of Meeting ie. In Person, Call: Teleconference
Attendees:	Board members: Nichole Reding, Henci Goer, Heidi Fillmore, Cassaundra Jah, Kristi Ridd-Young, Ana Vollmar, Karen Ehrlich, Abigail Aiyepola, Courtney Everson Former board members: Stephanie Mills (for NCM report only) Staff: Trixi Packmohr, Karin Borgerson, Julia Reid (arriving at ~10:07 am PST)
Absent:	none
Notes taken by:	Karin Borgerson, Board Staff; Abigail Aiyepola, Board Secretary

Minutes

Agenda Item:	Consent Agenda	Presenter:	Nichole Reding
Documents:	2016-12-15 DRAFT BOD minutes.docx Cashflow Statements 2016-2017.xlsx P&L Budget vs Actual January 2017.pdf School Status Report 2017-01-05.pdf		
Discussion:	Brief discussion around budget, P & P, and school status Proposal to separate Dec minutes from consent agenda and vote separately Board edited minutes in real time on screen share		
Conclusions:	Henci Goer moves to approve the financial reports and school status report. Heidi Fillmore seconds. Recused: None. Abstain: None. Opposed: None. Motion passes. Abigail Aiyepola moves that we accept the December minutes as amended. Nichole Reding seconds. Abstain: Henci Goer, Heidi Fillmore, Kristi Ridd-Young, Karen Ehrlich. Opposed: None. Motion passes.		
	Action Items	Person Responsible	Deadline
Change to P+P ?	Change to Handbook?	Notify public or schools?	

Agenda Item:	BMS Compliance Report 2016-10-13	Presenter:	Cassandra Jah
Documents:	BMS_CR_2016-10-13_IBR_REPORT.pdf Full packet of review materials available to non-conflicted board members		
Discussion:	Heidi Fillmore, Ana Vollmar are recused and leave the meeting. CJ presented IBR findings. Both IBRs were in agreement on all points.		
Conclusions:	Kristi Ridd-Young moves that we accept the IBR report with both benchmarks met. Cassandra Jah seconds. Recusals: Heidi Fillmore, Ana Vollmar. Abstain: None. Opposed: None. Motion passes.		
	Action Items	Person Responsible	Deadline
✓	Finalize board report and notify school	Julia Reid	
Change to P+P ?	Change to Handbook?	Notify public or schools?	

Agenda Item:	NCM Monitoring Report 2016-09-28	Presenter:	Ana Vollmar
Documents:	NCM MR 2016-09-28_IBR_Report_Final.pdf Full packet of review materials available to non-conflicted board members		

Discussion:

Heidi Fillmore and Ana Vollmar return to the meeting.
Stephanie Mills joins the meeting as advisor to the board.
Cassandra Jah is recused and leaves the meeting.

AV presented IBR findings, with request for 30 day report as indicated in IBR report.

Discussion re: history of MCU, student complaints regarding authorization, communications between Filipino government and NCM, and why MEAC began to research into Filipino law in the first place. IBR concern that CHED's description of NCM's activities and description of NCM's presence and its students' presence does not match our understanding NCM's presence.

MEAC desire for affirmative statement from the proper authority that has jurisdiction regarding international institutions. This has not occurred satisfactorily to date. Most recent communication reflects that CHED doesn't really understand what Newlife is doing.

Board discussion re: effectiveness of reviewing communication, validity, etc. As the commission over ed, CHED likely has jurisdiction. MEAC can ask CHED directly, or give a score based on evidence provided by the school. USDE guidance to MEAC is to not approach third parties to get info about our schools.

Board discussion re: adequacy of evidence provided by NCM, and next steps for MEAC follow up (i.e. monitoring, compliance, show cause). Board begins crafting new language for follow up. Staff request to delegate board member(s) to finalize language for compliance reporting—with IBR approval.

Stephanie Mills leaves the meeting. (did not vote)

Conclusions:

Henci Goer moves that the board makes this Not Met and requires a compliance report due 30 days from notification that requires the school to provide documentation that they are authorized to practice in the Philippines, language to be crafted from this report, and that we accept the IBR's recommendation for bullets 2 and 3 about clarifying intended start date and removing references to online program/distance education.

AV seconds.

Recusal: Cassandra Jah. Abstain: None. Opposed: None. Motion passes.

Action Items		Person Responsible	Deadline
<ul style="list-style-type: none"> ✓ Finalize reporting language regarding compliance reporting requirements ✓ Review report ✓ Finalize report and notify school 		Henci Goer, Ana Vollmar Stephanie Mills Karin Borgerson	
Change to P+P ?	Change to Handbook?	Notify public or schools?	

Agenda Item:	BUDM Monitoring Report 2016-11-29	Presenter:	Henci Goer
Documents:	BUDM MR 2016-11-29_IBR_Report.pdf Full review packet available to non-recused board members.		
Discussion:	<p>Cassandra Jah eligible to return to the meeting but not available to do so. Abigail Aiyepola is recused and leaves the meeting.</p> <p>Henci Goer presents IBR findings.</p> <p>Board discussion re: consistency and rigor. Concern re: precedent that regional accreditation always trumps MEAC accreditation. Acknowledgement of standards issues to address, but the standard in question is quite vague.</p> <p>Board moves forward, as NWCCU approval is in place. Hold the rest of this as a case study for the standards committee.</p>		
Conclusions:	Henci Goer moves that we accept the recommendations of the IBRs. Heidi Fillmore seconds. Recused: Abigail Aiyepola: Abstain: none. Opposed: None. Motion passes.		

Action Items		Person Responsible	Deadline
Change to P+P ?	Change to Handbook?	Notify public or schools?	

Agenda Item:	2016 Annual Reporting Key Indicators	Presenter:	Julia Reid
Documents:	Staff Revised Annual Report Key Indicators.pdf		

Discussion: Abigail Aiyepola returns to the meeting.

Board discussion around Courtney’s edits, option for narrative, alignment with current benchmarks. Key Indicators would be revised to correlate with any changes to standards if and when that happens. Deeper discussion re: narratives for KI’s. Proposal for an additional considerations section being added to all student success key indicators; not as a requirement, but an optional submission for consideration. May also be requested by MEAC per our discretion.

Discussion re: ACME’s use of ALL student achievement benchmarks—important in keeping with what they’re doing. Since a decision hasn’t been made yet on any revisions to those benchmarks—important to not change this prematurely. In looking at the language of these key indicators and the benchmark proposal—we’re confident that we’ll have the data if the BOD makes revisions with what we’re collecting from the schools—if the BOD decides to change the way that they want to analyze retention and completion, asking this way—we will have the data. We do not want to presume what we’re going to find out from revisions process. Anything we do has to be justified—what evidence would we provide? This is what we could justify.

Conclusions: Kristi Ridd-Young: I move that we accept the Key indicators as amended. Heidi Fillmore seconds. Abstain: none. Opposed: none. Motion passes.

Action Items	Person Responsible	Deadline
✓ Finalize Key Indicators and related materials and send annual report materials to schools	Staff	
Change to P+P ?	Change to Handbook?	Notify public or schools?

Agenda Item: Meeting minutes from ATL in-person meeting	Presenter: Nichole Reding
Documents: FINAL DRAFT Day 1 BOD minutes 2016-10-17.docx FINAL DRAFT Day 2 BOD minutes 2016-10-18.docx FINAL DRAFT Day 3 BOD minutes 2016-10-19.docx	

Discussion: Discussion re: October in-person board retreat minutes, using compiled questions from board secretary contained within draft document to highlight areas for board discussion and approval.

Discussion re: board member comfort voting on minutes where there are outstanding questions

Discussion re: TBD items and how to capture into project management or calendar software.

Board Secretary leaves the meeting due to meeting conflict.

Discussion re: Day 1 Minutes. Board President offers the opportunity to take a motion to pass Day 1.

Kristi Ridd-Young leaves the call.

Affirmation that we have quorum with 5 members present, 1 abstaining from vote.

Discussion re: Day 2 and Day 3 Minutes.

Heidi Fillmore: I move we accept day 1 minutes as we see them. Nichole Reding seconds. Abstain: Ana Vollmar. Opposed: none. Motion passes. Kristi Ridd-Young leaves call after this vote.

Heidi Fillmore moves that we accept Day 2 minutes. Courtney Everson seconds. Abstain: Ana Vollmar. Opposed: none. Motion passes.

Henci Goer: I move that we accept the day 3 minutes as amended by including comments from margins. Nichole Reding seconds. Abstain: Ana Vollmar. Opposed: None. Motion passes.

Action Items		Person Responsible	Deadline
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Agenda Item: Executive Director Search	Presenter: Nichole Reding
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Documents:		
Discussion: Courtney's note—we are behind schedule but we hope we can bring it back. The job has not yet been posted. Search committee will have a meeting on 1/18 to approve the position description and we can post after that.		
Conclusions:		
Action Items	Person Responsible	Deadline
Change to P+P ?	Change to Handbook?	Notify public or schools?