

<b>MEAC Board of Directors Meeting</b>	<b>Date:</b> 06/15/2017
	<b>Time Convened:</b> 1pm EDT
	<b>Time Adjourned:</b> 3.22pm EDT
	<b>Type of Meeting:</b> Conference Line & JoinMe
<b>Attendees:</b>	Abigail Aiyepola, Karen Ehrlich, Courtney Everson, Heidi Fillmore, Henci Goer, Rachel Hargy, Kristi Ridd-Young, Diana Snyder, Ana Vollmar, Amari Fauna, Trixi Packmohr, Timberly Robinson
<b>Absent:</b>	Cassaundra Jah, Safiya McCarter, Rachael Bommarito
<b>Notes taken by:</b>	Amari Fauna

### *Meeting Minutes*

<b>Agenda Item:</b>	Short presentations	<b>Presenter:</b>	Various Presenters
<b>Documents:</b>	2c. Consent_Agenda_FAQ.pdf; 2d. Review Minutes and Board Materialsx.pdf; 2e. Teach Out.pdf		
<b>Discussion:</b>	<p>Review of Consent Agenda Process (Kristi Ridd-Young)</p> <ul style="list-style-type: none"> <li>See document [2c. Consent_Agenda_FAQ.pdf] sent with board materials for description of process.</li> </ul> <p>Timeline to review minutes and Board materials (Abigail Aiyepola)</p> <ul style="list-style-type: none"> <li>Proposal submitted to EC has been approved and implemented. Once received, Board members will have five days to review and submit any comments to Board Secretary for reconciling. Board Members will have all final documents and agenda five days prior to the following Board Meeting. See document [2d. Review Minutes and Board Materialsx.pdf] sent with board materials.</li> </ul> <p>Report on Teach Out policy proposals (Courtney Everson)</p> <ul style="list-style-type: none"> <li>Federal regulations only require a teach-out for institutions. To keep the Board from adding additional work for our schools and for ourselves, our policy as it was previously was adequate.</li> <li>Courtney proposes updates to language of old policy and proposed policy on program closures to monitor changes without requiring continued completion and retention for that program. MEAC retains ability to require monitoring in situations where it deems important, such as in the event of involuntary closure or adverse actions, but not necessary for voluntary closures of programs.</li> <li>Board discusses proposal. Karen suggests motion to replace the previously approved policy proposal with the updated language</li> </ul>		

Courtney has proposed. Will confirm by electronic vote once all Board members have reviewed updated language.

- See document [2e. Teach Out.pdf] sent out during the board meeting

ACNM Conference Updates (Abigail Aiyepola and Courtney Everson)

- Abigail presents short Power Point highlighting her experience at ACNM Annual meeting, including, ACNM structure, opportunities for collaboration and other conference activities and information.

MEAC Accomplishments Highlights (Timberly Robinson)

- Board Mentor/Mentee update.
- Potential new school in the works.
- Annual Report updates on internal process.
  - Courtney suggests confirming timeline matches what was submitted in NACIQI report.
- Newsletter coming out for member schools and partner organizations.
- See document [2g. MEAC Accomplishments 2017 May-June.pdf] for more details

**Conclusions:**

Action Items	Person Responsible	Deadline
✓ Teach Out language sent to Board for review and electronic vote.	Timberly	06/22/17
✓ Review NACIQI report timelines and update internal staff processes to match	Timberly	
Change to P+P ?	Change to Handbook?	Notify public or schools?

<b>Agenda Item:</b>	Consent Agenda	<b>Presenter:</b>	Kristi Ridd-Young
<b>Documents:</b>	3a. 2017-03-09 MEAC Board Minutes (FINAL).docx; 3b. 2017-04-11 MEAC BOD Minutes (FINAL).docx; 3c. 2017-05-11 MEAC BOD Minutes (FINAL).docx; 3d. Cashflow Statements 2016-2017.pdf; 3e. P&L budget vs actuals May 2017.pdf		
<b>Discussion:</b>	Items on consent agenda include: Board Minutes from 03/09/2017, 04/11/2017, 05/11/2017 meetings and Financial statements  Motion by Heidi Fillmore to accept consent agenda. Seconded: Henci Goer.		
<b>Conclusions:</b>	Abstentions: None. Recusals: None. Motion passed.		
Action Items	Person Responsible	Deadline	
✓ Call for electronic vote on School Status Report	Timberly	06/22/17	

Change to P+P ?	Change to Handbook?	Notify public or schools?
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<b>Agenda Item:</b>	Continuing Education	<b>Presenter:</b>	Timberly Robinson and Karen Ehrlich
<b>Documents:</b>	4a. Continuing Education Vote.pdf		
<b>Discussion:</b>	<p>Review of process for submitting CEU's for MEAC approval. Board discussion and recommendations made to improve process. See document [4a. Continuing Education Vote.pdf] for reference.</p> <p>Motion by Karen Ehrlich to approve Augustine Colebrook's CE contact hours from the date of her original application, August 27, 2016, when she submits a revised application that meets MEAC standards, guidelines, and policies. Second: Henci Goer.</p> <p>Board discusses motion. Karen amends motion to state that Ms. Colebrook's application must be submitted by July 15, 2017 in order to be considered as a revision of her August 27, 2016. Henci Goer seconds the amended motion.</p>		
<b>Conclusions:</b>	<p>Abstentions: Kristi Ridd-Young (left call prior to vote). Recusals: None. Opposed: None. Motion passed.</p>		
<b>Action Items</b>		<b>Person Responsible</b>	<b>Deadline</b>
<ul style="list-style-type: none"> <li>✓ Notify Augustine Colebrook of deadline.</li> <li>✓ Add to October/November in-person board meeting agenda to discuss quality of entry-level education in relation to Bridge options and CEUs.</li> </ul>		<p>Karen, Trixi , Timberly</p> <p>Timberly</p>	
Change to P+P ?	Change to Handbook?	Notify public or schools?	

<b>Agenda Item:</b>	Budget decisions	<b>Presenter:</b>	Timberly, on behalf of Cassaundra
<b>Documents:</b>	5. Proposed Budget.xlsx		
<b>Discussion:</b>	<p>Staff Recusals: Amari Fauna leaves call. Timberly assumes role of minutes.</p> <p>Motion by Henci Goer to accept budget with 1% increase in sustaining fees. Kristi Ridd-Young seconds the motion.</p> <p>Board discusses budget.</p> <p>Karen Ehrlich amends motion to accept budget with 3% increase in sustaining fees. Ana Vollmar seconds.</p>		
<b>Conclusions:</b>	Recusals: None. Abstentions: None. Opposed: None. Motion passed.		
<b>Action Items</b>		<b>Person Responsible</b>	<b>Deadline</b>

✓		
Change to P+P ?	Change to Handbook?	Notify public or schools?

<b>Agenda Item:</b>	Accreditation Activity: MLL Compliance Report	<b>Presenter:</b>	Henci Goer
<b>Documents:</b>	MLL MR 2017-03-10 ARC Report and IBR Report		
<b>Discussion:</b>	<p>Amari Fauna returns to the call and resumes role of minutes. Abigail Aiyepola, Kristi Ridd-Young leaves the call, Heidi Fillmore assumes facilitation role.</p> <p>Board discusses findings re: II.A4, II.D3, IV.B1, IV.B2, IV.B3, IV.B4. Question of how findings will impact school's current probationary status. Staff will follow up on this point.</p> <p>Motion by Heidi Fillmore to accept IBR recommendation. Karen Ehrlich seconds the motion.</p>		
<b>Conclusions:</b>	<p>Recusals: none. Abstentions: Abigail Aiyepola and Kristi Ridd-Young. Opposed: None. Motions passed.</p>		
<b>Action Items</b>		<b>Person Responsible</b>	<b>Deadline</b>
✓	Staff to send Probation policy language to Timberly for EC review.	Amari/Timberly/EC	06/19/17
Change to P+P ?	Change to Handbook?	Notify public or schools? Yes	

<b>Agenda Item:</b>	Accreditation Activity: MCU Monitoring Report	<b>Presenter:</b>	Karen Ehrlich
<b>Documents:</b>	MCU MR 2017-03-10 Staff Report and IBR Report		
<b>Discussion:</b>	<p>Recusals: Kristi Ridd-Young (previously left call) and Courtney Everson leaves call.</p> <p>Board discusses findings re: V.B2.</p> <p>Heidi motions to accept IBR recommendation. Ana seconds.</p>		
<b>Conclusions:</b>	<p>Recusals: Kristi Ridd-Young, Courtney Everson. Abstentions: Abigail Aiyepola (left call prior to vote). Opposed: None. Motion passed.</p>		
<b>Action Items</b>		<b>Person Responsible</b>	<b>Deadline</b>
✓			
Change to P+P ?	Change to Handbook?	Notify public or schools? Yes	