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| MEAC Board of Directors Meeting | Date: October 17, 2016 |
| | Time: Convened 9:00 am (ET) |
| | Adjourned: 7:00 pm (ET) |
| | Type of Meeting In Person |
| Attendees: | Board members: Abigail Aiyepola, Henci Goer, Kristi Ridd Young, Heidi Fillmore, Courtney Everson, Andrea Ferroni, Karen Ehrich, Cassandra Jah (by phone), Ana Vollmar (by phone, partial attendance) Staff: Trixi Packmohr, Julia Reid, Karin Borgerson (by phone) |
| Absent: | Stephanie Mills |
| Notes taken by: | Julia Reid |

Minutes

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| Agenda Item: | Consent Agenda | Presenter: | Nichole Reding |
| Documents: | Auditor Report June 30-2016 and 2015; DRAFT Meeting Minutes 2016-08-24; DRAFT Meeting Minutes 2016-09-26; School Status Report 2016-10-10 | | |
| Discussion: | Board requests that Balance Sheet Summary Oct 8-2016 and Budget vs. Actual Oct 8-cash basis be moved to later scheduled budget discussion. No comments or concerns. | | |
| Conclusions: | Kristi Ridd Young moves to accept the Consent Agenda minus the Balance Sheet and Budget vs. Actual. Second: Heidi Fillmore. Abstain: None. Absent: Ana Vollmar, Stephanie Mills. Oppose: None. Motion carries. | | |
| | Action Items | Person Responsible | Deadline |
| ✓ | None | | |

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| Agenda Item: | NACIQI Next Steps | Presenter: | Karin |
| Documents: | 2016-10 USDE NACIQI update; 2013-06 Letter from Kay Gilcher; 2015 MEAC Petition Submission; 2015-10 Draft Staff Report; 2015-11-05 Board Report Update on MEAC USDE Petition; 2015-12-15 Rachael email; Final Staff Report; Guidelines for submitting Petition; MEAC F2015 decision letter; MEAC letter 2015-12-15; MEAC Student Success Measures | | |
| Discussion: | Karin Borgerson reviews NACIQI background, upcoming reporting requirements, and NACIQI review process. Board discusses current NACIQI requirements for student achievement indicators (retention, completion). Courtney Everson refers Board to the Pilot Program measures. Andrea Ferroni reviews excerpt from pilot program: when metrics were established; process used to establish metrics; periodic evaluation of reliability and validity. Board discusses MEAC compliance report to NACIQI: who is drafting the response; who will attend hearing in June; whether MEAC representatives should attend hearing in February. Added to strategic planning discussion. | | |
| Conclusions: | None | | |

| Action Items | Person Responsible | Deadline |
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| ✓ Decide which Board members will write NACIQI compliance report | BOD—Nichole Reding | ASAP |
| ✓ Decide which MEAC representatives will attend June NACIQI hearing | BOD—Nichole Reding | ASAP |

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| Agenda Item: CEU Update | Presenter: Trixi Packmohr and Karen Ehrlich |
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| Documents: 2016-03-22 CEU Meeting final agenda.doc |
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| Discussion: | <p>Trixi Packmohr shares takeaway questions from March CEU meeting:</p> <ul style="list-style-type: none"> • Should we approve roundtable discussions as CEU? • Should we request a specific number of references? • What types of questions should be considered continuing education vs. brushing up on questions? <p>Current fee structure is complicated. Current guidelines need revision.</p> <p>Board brainstorm to provide guidance for CEU committee. Board discusses revising fee structure to reduce complexity and increase revenues</p> <p>Henci Goer volunteers to join the CEU committee.</p> |
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| Conclusions: | | |
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| Action Items | Person Responsible | Deadline |
| ✓ CEU Committee to create proposals for BOD | Trixi Packmohr | ASAP |
| ✓ Add Henci Goer to CEU Committee | Trixi Packmohr | ASAP |
| ✓ Develop Board guidance for CEU Committee | Courtney Everson? | ASAP |

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| Agenda Item: Pre Accreditation vs Accreditation | Presenter: Julia (with Abigail Aiyepola on minutes) |
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| Documents: 1.b. 2016-09-20 Staff Letter to BOD Pre-accreditation; MEAC letter Oct 13, 2016 |
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| Discussion: | <p>Julia Reid reviews the background and issues described in the 2016-09-20 Staff Letter to BOD Pre-accreditation.</p> <p>Board discusses concerns. Board identifies two separate concerns: current use of term “pre-accreditation” and change to this terminology; and/or adoption of “candidacy” status.</p> <p>Adoption of candidacy status may require additional research (add to strategic plan). Board brainstorms potential points in the initial accreditation process at which applicant schools may be considered candidates.</p> <p>Board discusses how our current policies and procedures for accreditation review apply to new schools (with no graduates), and the differences between provisional, probationary, candidacy statuses.</p> |
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Henci Goer moves to withdraw term pre-accreditation from MEAC policy and procedure. Any school that has met our qualifications be considered “accredited”.
Second: Karen Ehrlich.

Board discusses whether the policy should be removed without further research into candidacy.

Henci Goer withdraws motion. Karen Ehrlich agrees.

Conclusions: Kristi Ridd Young moves to appoint a task force to propose revised policy and procedure to the Board at the November 2016 meeting. Second: Henci Goer. Abstain: None. Absent: Ana Vollmar, Stephanie Mills. Oppose: None. Motion carries.

| Action Items | Person Responsible | Deadline |
|---|---------------------------|------------------------------------|
| ✓ P&P Committee to draft proposal for Board consideration | Julia Reid | Before November 2016 Board Meeting |

| Agenda Item: Presentation of Annual Reports | Presenter: Karin Borgerson | |
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| Documents: Presentation of Annual Report ppt | | |
| Discussion: Karin Borgerson reviews PowerPoint slides. Courtney Everson raises concern with 12-31-2015 date for student enrollment date. Board will address this concern at a later date. No additional Board discussion. | | |
| Conclusions: None | | |
| Action Items | Person Responsible | Deadline |
| ✓ Follow-up on enrollment date concerns | Nichole | TBD |

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| Agenda Item: Completion and Retention Benchmark Discussion | Presenter: Heidi Fillmore | |
| Documents: Retention and Graduation suggestions (2); Student retention completion; Suggested retention and graduation rates (excel) | | |
| Discussion: Heidi Fillmore provides background on retention and completion benchmarks, and presents proposed changes to I.C1 (Retention) and I.C2 (Completion). Board reviews ACME’s equivalent standards. Board discusses strengths and weakness of proposal, and potential rationale for removing or maintaining quantitative metrics. Nichole Reding recommends that a subcommittee meet during the breakout work sessions to 1) write benchmark revision language based upon proposed changes plus Board discussion and 2) develop support rationale for changes. | | |

Karin Borgerson reviews standards revision process that includes stakeholder feedback.

Conclusions: None

| Action Items | Person Responsible | Deadline |
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| ✓ Revise proposed changes based upon BOD discussion | Heidi (with subcommittee) | ASAP |

Agenda Item: Annual Report Review: **Presenter:** See discussion

Documents: IBR Reports (all schools)

Discussion: Independent Board Reviewers present findings on Annual Reports. Board members with recusals leave during the presentation and vote for applicable member school.

MLL Presenting IBR: Kristi Ridd Young
 Karen Ehrlich moves to accept annual report.
 Second: Andrea Ferroni
 Recused: None
 Abstain: None
 Absent: Stephanie Mills
 Opposed: None
 Motion carries

SWTC Presenting IBR: Henci Goer
 Kristi Ridd Young moves to accept annual report with correction to I.C2 date and note to school expressing concern regarding completion rate projections.
 Second: Abigail Aiyepola
 Recused: None
 Abstain: None
 Absent: Stephanie Mills
 Opposed: None
 Motion carries

FSTM Presenting IBR: Karen Ehrlich
 Kristi Ridd Young moves to accept report with correction to I.C1 date, noting remediation of I.C2 (and cancellation of associated compliance report) and monitoring report language to KI-1.
 Second: Nichole Reding
 Recused: None
 Abstain: None
 Absent: Stephanie Mills
 Opposed: None
 Motion carries

BUDM Presenting IBR: Karen Ehrlich
 Andrea Ferroni moves to accept annual report.
 Second: Henci Goer.

Recused: Abigail Aiyepola
Abstain: None
Absent: Stephanie Mills
Opposed: None
Motion carries

NIZ Presenting IBR: Andrea Ferroni
Karen Ehrlich moves to accept annual report.
Second: Courtney Everson
Recused: Abigail Aiyepola
Abstain: None
Absent: Stephanie Mills
Opposed: None
Motion carries

MCU Presenting IBR: Heidi Fillmore
Andrea Ferroni moves to accept annual report with amended I.C1 dates as indicated in
IBR report, unchanged I.C2 ECDs, and Monitoring Report regarding V.B2 due 90
days from notification.
Second: Karen Ehrlich
Recused: Kristi Ridd Young, Courtney Everson
Abstain: None
Absent: Stephanie Mills
Opposed: None
Motion carries

BCM Presenting IBR: Kristi Ridd Young
Nichole Reding recused.

Board began discussion but adjourned prior to decision-making due to scheduled
dinner and end of day.

Conclusions: See above.

| | Action Items | Person Responsible | Deadline |
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| ✓ | TBD | | |