

MEAC Board of Directors Meeting	Date: October 18, 2016
	Time: Convened 9:00 am (ET) Adjourned 9:00 pm (ET)
	Type of Meeting In Person
Attendees:	Board members: Abigail Aiyepola, Henci Goer, Kristi Ridd Young, Heidi Fillmore, Courtney Everson, Andrea Ferroni, Karen Ehrlich, Cassandra Jah (by phone, partial attendance) Staff: Trixi Packmohr, Julia Reid, Karin Borgerson (by phone, partial attendance)
Absent:	Ana Vollmar, Stephanie Mills
Notes taken by:	Julia Reid

Minutes

Agenda Item:	Budget vs Actual Review	Presenter:	Trixi Packmohr
Documents:	Budget vs. Actual: FY 2016 2017		
Discussion:	Trixi Packmohr presents the current Budget: Actual.		
Conclusions:	Karen Ehrlich moves to accept current financial statements. Heidi Fillmore seconds. Absent: Cassandra Jah, Ana Vollmar, Stephanie Mills. Abstain: None. Opposed: None. Motion passes.		
	Action Items	Person Responsible	Deadline
✓	None		

Agenda Item:	MEAC Budget Adjustment Discussion	Presenter:	Trixi Packmohr
Documents:	Adjusted MEAC Budget October 2016		
Discussion:	<p>Trixi Packmohr proposes adjustments to the budget as of October 2016.</p> <p>Individual Donor contributions: Annual Giving Letter must go out.</p> <p>Discussion on adjustments to budget in light of staffing changes, the outcome of grant proposals, and expenses associated with hiring a new ED.</p> <p>Nichole Reding opens discussion on new fee structures.</p> <p>ED Search Expenses: Kristi Ridd Young recommends in-person meeting for new ED hire. Julia Reid requests Board to consider hiring Interim Executive Director.</p> <p>Nichole Reding asks for clarification on whether the Board needs to approve a new budget due to staffing changes. Kristi Ridd Young recommends that MEAC approve a new budget after new proposed structure.</p>		

Conclusions: None		
Action Items	Person Responsible	Deadline
✓ Write annual giving letter	Nichole Reding	ASAP
✓ Disseminate giving letter	Trixi Packmohr	ASAP
✓ Prepare Budget YTD with 2015-16 and 2016-17 for November Board Meeting (TBD??)	Trixi Packmohr	November 2016

Agenda Item: Consultation with Attorney (Elise Scanlon)	Presenter: Heidi Fillmore with Elise Scanlon	
Documents: None		
Discussion: Recused: Nichole Reding Board consults with attorney on I.C1 and I.C2 Completion Rate compliance, potential revisions to benchmarks, and interpretive guidance on these benchmarks.		
Conclusions: None		
Action Items	Person Responsible	Deadline
✓ Prepare Interpretive Guidance I.C1 and I.C2	TBD	TBD
✓ Disseminate Interpretive Guidance to member schools	TBD	TBD
✓ Prepare webinars on Interpretive Guidance for member schools	TBD	TBD
✓ Send NACIQI materials and draft response to Institution to counsel	Karin	ASAP

Agenda Item: ACME	Presenter: Kristi Ridd Young	
Documents: None		
Discussion: Heather Mauer and Peter Johnson from the Accreditation Commission for Midwifery Education (ACME) join Board meeting via Skype. ACME presents background on their organization, as well as their vision for potential opportunities for collaborating with MEAC. Board asks clarifying questions and discusses the proposals briefly.		
Conclusions: None		
Action Items	Person Responsible	Deadline
✓ Prepare SWOT Analysis	Board	In-person Mtg Day 3
✓ Contact ACME about next steps	Nichole Reding	TBD

Agenda Item: Accreditation Decision: Birthingway College of Midwifery Accreditation Deferral	Presenter: Karin Borgerson	
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Documents:	2016-10 BCM staff recommendation to defer accreditation vote	
Discussion:	Karin Borgerson presents deferral request background. Recommends deferral until October 31, 2017. Board discusses proposed deferral timeline (via smartsheet project plan).	
Conclusions:	Heidi Fillmore moves to accept deferral. Second: Henci Goer. Recused: Nichole Reding. Abstain: None. Opposed: None. Motion carries	
	Action Items	Person Responsible
✓	Send deferral notice	Karin Borgerson
		Deadline
		ASAP

Agenda Item:	Accreditation Decision: Nizhoni Accreditation Deferral	Presenter:	Karin Borgerson
Documents:	2016-10 NIZ staff recommendation to defer accreditation vote		
Discussion:	Karin Borgerson presents deferral request background. Recommends deferral until November 30, 2017. Board discusses proposed deferral timeline (via smartsheet project plan).		
Conclusions:	Andrea Ferroni moves to accept deferral. Second: Kristi Ridd Young. Recused: Abigail Aiyepola. Abstain: None. Opposed: None. Motion carries.		
	Action Items	Person Responsible	Deadline
✓	Send deferral notice	Karin Borgerson	ASAP

Agenda Item:	NCM Monitoring Report 2016-07-30	Presenter:	Heidi Fillmore
Documents:	NCM MR 2016-07-30 IBR Report FINAL		
Discussion:	<p>III.A1, III.A2 Faculty. Asked to provide evidence that faculty members qualified.</p> <p>Heidi Fillmore reviewed IBR report. Submitted all required materials timely. Found submission adequate.</p> <p>Board discusses IBR recommendations.</p>		
Conclusions:	<p>Karen Ehrlich moves to accept monitoring report with amended language about assessing foreign credentials. Second: Nichole Reding. Recused: Andrea Ferroni, Cassandra Jah. Abstain: None. Absent: Ana Vollmar, Stephanie Mills. Opposed: None. Motion passes.</p>		
Action Items		Person Responsible	Deadline
✓	Send Final BOD Decision	Karin Borgerson	ASAP

Agenda Item:	MEAC Staff Structure Discussion and ED/Accreditation Coordinator Search	Presenter:	Nichole Reding
Documents:	None		
Discussion:	<p>Board plans for new staffing structure, and position searches:</p> <ul style="list-style-type: none"> • Interim Executive Director • Executive Director • Accreditation Coordinator 		
Conclusions:	None		
Action Items		Person Responsible	Deadline
✓	TBD		

Agenda Item:	Interpretation Guidance Proposal	Presenter:	Julia Reid
Documents:	None		
Discussion:	<p>Per Attorney guidance, Julia Reid presents basic recommendations for interpretative guidance on I.C1 and I.C2.</p>		
Conclusions:	None		
Action Items		Person Responsible	Deadline
✓	Share draft guidance with Executive Committee	Julia Reid	TBD
✓	Review and finalize guidance	Executive Committee	TBD
✓	Call meeting with Elise Scanlon	Executive Committee	TBD