



Executive Committee
Wednesday, July 20, 2016
3 – 5:00 p.m.

1. Greetings
 - a. Members Present: Al Hauck, Norma Andersen, Cheryel Goodale, Mike Holland, Jim Carr, Abdol Chini, Sean Foley, John Gaver, Murray Jones, Khalid Siddiqi, John Schaufelberger
 - b. Members Absent: James Hogan, James Jones, Steve Lords, Charles McIntyre
 - c. Guests: Lori Brown, Bill Bender, Dwayne Fitzpatrick, Susan Labas, Roger Liska, Warren Plugge

2. Minutes of February 2016 meeting were approved unanimously.

3. Agendas
 - a. Agenda for Annual Board of Trustee Meeting

 - b. Items brought forward for discussion
 - i. Bowling Green State University extension request
The request will be addressed in the Executive Session of the Board. See Tab 3.3.1

 - ii. By Law revision request from Recognition Committee
The topic will be addressed in the Open Session of the Board. See Tab 3.1

 - iii. Budget BY 2017
This will be addressed in the Open Session of the Board.

 - iv. Recommended changes to MD Document 103
The potential changes are reported in the Standards Committee report. See Tab 3.3

It was recommended that a letter be sent out to all programs about the changes to the MD Document 103.

 - v. Recommended changes to Document 103
The potential changes are reported in the Standards Committee report. See Tab 3.6 - 3.39

It was recommended that a letter be sent out to all programs about the changes to the Document 103.

 - vi. Committee recommendations 2016-2017
Committee recommendations are under Tab 3 .40-41

Committee recommendations are to be voted on by the Board of Trustees.

4. Financial Report

Jim Carr referred to Tab 4 and financial statement dated June 30, 2016.

Line items 724 & 725 were not budgeted.

The anticipated income from CFMA was not received and was moved to 801 Bad Debts.

ACCE office rent – line item 701 increased by \$3000.00.

5. Board Committees

a. Accreditation Committee

John Schaufelberger reported that the committee will be acting on 6 visiting team reports, 22 progress reports, 4 Master's status reports and 1 special report.

They have one extension request to consider.

The self-assessment will be reviewed.

b. Strategic Planning Committee

Cheryl Goodale reported the updated Strategic plan is under Tab 7. The committee will continue to update and identify action items.

c. Standards Committee

Abdol Chini reported that based on feedback from the Council of Chairs, the Accreditation Committee and pilot programs Document 103 has been revised accordingly and will be presented to the Board of Trustees for approval. See Tab 3.6 – 3.39

Document 103 MD was revised and will be presented to the Board of Trustees for approval. See Tab 3.5

d. Leadership Development Committee

John Gaver reported that the slate of officers presented in February 2016 will be presented to the Board of Trustees for approval.

The committee is working on the matrix for leadership development and are requesting to be included in the meeting book.

e. Finance Committee

No report from Jim Carr at this time.

f. Council of Chairs

Sean Foley report that no additional/differing feedback was collected from the spring pilot programs.

The feedback will be incorporated into the Concordance Document.

6. Special Committees

a. Training Committee

Khalid Siddiqi reported there are four different training sessions at this meeting. (They will be developing training sessions on the new standards.)

- b. **Development Committee**
The committee is working closely with Strategic planning to develop action items.
- c. **Guidance Committee**
There was not a report at this time.
- d. **Recognition Committee**
Murray Jones reported that they had 3 programs to review and one possible board action. See Tab 3.2
- e. **Dupree Education Fund Committee**
Mike Holland reported that there were no scholarship applications or awards to be considered this year.
- f. **Industry Liaison Committee**
Susan Labas reported they are working on a Memorandum of Understanding to provide transparency to the sponsors of the IAB.

Plans are being finalized for the Spring 2017 IAB. The agenda is provided in the meeting books.

- 7. **International Report**
Mike Holland reported that we had inquiries about accreditation from Chili and Saudi Arabia. We need to explore the feasibility of these potential programs.
- 8. **Discussion of Self Evaluation Survey results and determination of needed Action Items**
Deferred to the Friday Executive meeting.
- 9. **New Attendees & Hosts**
See Tab 2.13 & 2.14
- 10. **Future Meetings**
 - i. 2017 Mid-Year Meeting – February 22 – 25, 2017 – Orlando, Florida
 - ii. 2017 IAB Event – February 22, 2017 – Orlando, Florida
 - iii. 2017 Annual Meeting – July 26 – 29, 2017, Colorado Springs, Colorado
- 11. **Adjourn**

Respectfully submitted
Norma Andersen, Secretary

