



**National Alliance of Concurrent Enrollment Partnerships
Board Meeting Minutes
Tuesday, October 30, 2012
12-2 p.m. PST
Seattle, Washington**

Executive Committee Members

President: Sandy González (Schenectady County Community College)
Past President: Lynn Burbank (University of Minnesota-Duluth)
President-Elect: Kent Scheffel (Lewis & Clark Community College)
Treasurer: Jeannette Carter (Pennsylvania College of Technology)
Secretary: Gregory Kleinheinz (University of Wisconsin-Oshkosh)
Member at Large: Linda Allen (Hawkeye Community College)

Committee Chairpersons and Representatives

Accreditation Committee: Becky Carter (Indiana University)
Communications Committee: Brandon Kowallis (Salt Lake Community College)
Governmental Relations Committee: Jaclyn Dumond (University of Southern Indiana)
Membership Committee: E.J. Anderson (Rio Salado College)
Research Committee: Diana Johnson (NorthWest Arkansas Community College)
4-year Private Postsecondary Institutions: Dennis Waller (Northwest Nazarene University)
4-Year Public Postsecondary Institutions: Fabiola Juarez-Coca (Boise State University)
2-Year Institution Representative: Karl Madeo (Tompkins Cortland Community College)

Participating: Sandy González, Lynn Burbank, Becky Carter, Brandon Kowallis, E.J. Anderson, Diana Johnson, Dennis Waller, Kent Scheffel, Karl Madeo, and Adam Lowe, Executive Secretary (Ex-officio)

Guests Attending: Joni Swanson (Secondary School Partners Committee Chair)

Absent: Jeannette Carter, Linda Allen, Jaclyn Dumond, Fabiola Juarez-Coca, and Gregory Kleinheinz (was briefly present by phone conference prior to getting cut off)

Call to order by President Sandy González: 12:00 p.m. PST; roll call by Diana Johnson

Consent Agenda

- None

Non-Consent Agenda**1. *NACEP Endorsement of a Regional Concurrent Enrollment Conference Hosted by the University of Connecticut***

With the Board's decision on October 27 to table the proposal on affiliated state chapters to a future Board meeting, Kent proposed:

That NACEP endorse a regional conference on concurrent enrollment hosted by the University of Connecticut in May 2013 with the following stipulations:

- a. The University of Connecticut will be responsible for the conference planning, securing a venue, financial responsibility, and covering the costs of any NACEP speakers.
- b. NACEP will provide marketing support, NACEP speakers, connections to national speakers, and advice to the conference planning team
- c. NACEP will not provide any financial support for the conference

Kent moved to endorse the conference; seconded by Lynn; motion approved.

2. *Proposal to Establish an Independent Accreditation Commission*

Lynn made the motion to discuss the proposal to establish an independent accreditation commission. E.J. seconded; approved. Discussion centered primarily on assigning roles to the Accreditation Commission and the Board in approving changes to standards without knowing the composition of the Board members given the planned Board restructuring. All Board members reporting receiving positive feedback from the NACEP membership on establishing an independent accreditation commission, but concerns and opinions on the new NACEP board composition were plentiful.

Lynn moved to establish the Accreditation Commission in concept, with the Executive Committee to meet and discuss an implementation plan. The Executive Committee would bring back recommendations to the full Board for a vote in January with Commission to begin operation after the Board meeting in April 2013; seconded; motion approved.

3. *Report on Secondary School Partners Committee by Joni Swanson*

During the conference the Committee met once and a larger group attended a separate roundtable discussion. Topics discussed included:

- Application and registration process; how to keep parents involved in the process.
- Ways to increase the number of teachers qualified to teach concurrent enrollment courses nationwide.
- Secondary School perspectives on NACEP accreditation, including the benefits for marketing to parents and uniform college practices resulting from aligning with NACEP's standards.

- Legislative and policy trends impacting concurrent enrollment, including implementation of the Common Core State Standards and state school report cards that include dual enrollment course-taking indicators.
- Ways to ensure that institutions that obtain NACEP accreditation commit to accept all CEP credit from NACEP-accredited programs.
- The proposed restructuring of the NACEP Board was well received by secondary partners who have long campaigned for representation on the NACEP Board of Directors. A participant shared how the Utah Alliance of Concurrent Enrollment Partnerships is co-chaired by a secondary school partner and includes significant representation of secondary partners. The Board might include geographical representation for secondary schools.

E.J. moved to accept the report; Dennis seconded; motion approved.

4. Discussion: Timeline for Creating the 2014-16 Strategic Plan

NACEP is now in the third year of its 2011-13 Strategic Plan, and Adam presented a timeline for adopting a 2014-16 plan by October 2013. Internal and external environmental scans need to be completed early in the year. As part of this process NACEP will need to do a membership survey and third party interviews with key external stakeholders. During time devoted to Strategic Planning during the spring Board meeting, the Board will need to adopt goals and objectives and form action teams to draft action plans. The Executive Committee will discuss whether to continue to work with our current Strategic Planning Facilitator, Peter Swatsburg. Discussion centered on the length of the strategic plan and how to create a durable but flexible plan that can be monitored annually and allows for changes.

5. Discussion: Debriefing the Conference

Board members shared observations and suggestions about the conference. Overall, the conference was viewed as a success. A few themes that emerged in the discussion:

- The conference management and implementation were high quality
- The two full-day format worked well, though the program was packed full
- The keynote and featured speakers were great and set the tone for the conference
- The Accreditation Institute was a success and its inclusion on the program should be repeated
- Continue to provide opportunities to network with individuals from other programs
- Committee meetings need longer time sessions
- Attendees seem to like varying session time lengths
- Discussion-based presentations and panels were successful; moderators were key to

effective panel presentations and discussions – some panels were very disparate and not well coordinated

- Despite the hefty issues raised, the Business Meeting flowed well and stayed on time
- Need to be more deliberative in outreach to new attendees before, during and after the conference

6. *Good and Welfare*

An acknowledgement of Lynn's leadership service to the Board was given.

E.J. moved to adjourn the meeting; Becky seconded; meeting adjourned at 2:54 p.m. PST.