

CAATE Conference Call
October 12, 2006
7:30 pm EDT
Minutes

Commission Minutes

ATTENDEES: Paula Turocy, Pat Sexton, Katie Walsh, Sally Perkins, Bob Moss, Greg Gardner, Dr. Doug Gregory, Sean Willeford, Kaye Herth. ABSENT: David Kaiser, Dr. Mark Pinto, Dr. Mia Griggs

Conference call started at 7:31 pm EDT

1. Questions in Review and Final Response

- G#56 (Standard J3.51)
- G#57 (Standard I1)
- G#58 (Standard IE2c)
- G#59 (Standards I3, 15.1-15.6)
- G#60 (Standards A3, A4)
- G#61 (Standards A3, A4)

2. CAATE Business

- a)** Revisions to CAATE Tables to be consistent with 4th edition of the NATA Competencies: The working committee has provided initial suggestions to the CAATE; however, they believe that there is more work to be done on the tables before they can be voted upon by the CAATE. They have requested that the vote on the revisions be tabled until the November 16, 2006 conference call.
- b)** Paula Turocy requested Sean Willeford (NATA representative) to ask the NATA if they would like an overview of the CAATE accreditation process, as many presentations are being made by various individuals or committees of the NATA

*Paula Turocy left conference call at approximately 8:14 pm EDT and Pat Sexton, Vice Chair, took over conference call leadership.

- c)** Program Status during Voluntary Withdrawal process (Major): The CAATE accepted the motion that any currently accredited program that does not have a major in place at this time, but are intending to voluntarily withdraw from accreditation and who have officially notified the CAATE of their intent to Voluntarily Withdraw accreditation, will not be placed on Probation for this non-compliance with the Standards. Any program who is voluntarily withdrawing from accreditation must submit, in writing, the target closure date of the program which should coincide with the graduation of the last currently-enrolled class. Should any program that has provided this voluntary withdrawal information to the CAATE but does not close the program at the stated time, that program will automatically be placed on probation and progress toward the establishment of the major must be

documented. Failure to provide the requested documentation may result in involuntary withdrawal of accreditation.

- d) Review of New Competency Matrix: 3 actions resulted from the discussion related to the use and requirement of the 4th ed Competencies and Proficiencies and matrix for academic year 2007-2008:
- o Action #1: Self-studies submitted June 1, 2007 and September 15, 2007 would require the 3rd edition NATA Competencies and Proficiencies and use of the 3rd edition matrices
 - o Action #2: Site visits conducted during academic year 2007-2008 would not require use or validation of the 4th edition NATA Competencies and Proficiencies or matrix
 - o Action #3: 2007-2008 annual report will require submission of the 4th edition matrices from all accredited programs regardless of site visit during the academic year. Annual report will be used to validate implementation of 4th edition NATA Competencies and Proficiencies and matrix
- **NOTE: Actions 1&2 were later amended by the CAATE during the November 2006 Conference Call; therefore, they are no longer valid action items for the CAATE.**
- e) CAATE Finance Committee Update: Following the CAATE Finance Committee recommendation, the CAATE will utilize the Meritage Financial Group for investments to manage its funds, with Midwest Trust (FDIC) in Kansas City serving as the custodian of the CAATE investment funds. All other Finance Committee updates were accepted as written
- f) Sally Perkins will investigate Annual Report Committee's request for reimbursement of meeting expenses for the Educator's Conference. No approval given for meeting expenses at this time.
- g) An institution requesting reconsideration of a Probation decision was reviewed by all Commissioners in advance of the phone meeting, and the Commission's initial action of Probation with a Progress Report due June 1, 2007 was upheld following the reconsideration. The final vote on this matter was taken via email.
- h) Katie Walsh requested clarification on the Site Visit Report Flowchart created by Paula Turocy regarding the electronic copy of the Site Visit report that could be sent to the Program upon request. Pat Sexton reported that programs will receive only one copy of the final Site Visit report which will include only the non-compliances; however, a program may request a copy of the complete report, including all compliances as well as non-compliances, upon request.
- i) September 14, 2006 conference call minutes and the August 15, 2006 conference call minutes were accepted and approved by the CAATE.
- j) Conference call ended at approximately 8:53 pm EDT