



Meeting Agenda
July 13 - 15, 2006
Thursday 12PM – 5PM
Friday 8AM – 6PM
Saturday 8AM – 5PM
Radisson Inn
Park City, UT

Commission Minutes

ATTENDEES: Paula Turocy, Patrick Sexton, Katie Walsh, Sally Perkins, Robert “Bob” Moss, David Kaiser, Greg Gardner, Douglas Gregory, MD, Mark Pinto, MD, Mia Griggs, MD, Kaye Herth, Sean Willeford

INVITED GUESTS: CAATE Review Team Members (William Biddington, Thomas Palmer, Brian Toy, Paula Maxwell, Carl Cramer; Barrie Steele (NATA BoD liaison)

Meeting opened at 12:05 pm MDT with opening comments and welcome made by Dr. Paula Turocy at this the first meeting of the Commission on Accreditation of Athletic Training Education (CAATE). The CAATE will pursue recognition by the Council for Higher Education Accreditation (CHEA) and membership in the Association of Specialized and Professional Accreditors (ASPA) in the near future.

Dr. Turocy presented an overview of the CAATE and addressed the following issues:

1. Confidentiality
2. Structure and the Function of the CAATE
3. Communication and Representation of the CAATE
4. Review of the Mission and Goals of the CAATE
5. Description of the Rendering of Accreditation Actions
6. Review Committee Team assignments
 - Team A: David Kaiser, Bob Moss (CAATE liaison), Paula Maxwell, Carl Cramer
 - Team B: Greg Gardner, Dr. Gregory (CAATE liaison), Pam Hansen, William Biddington
 - Team C: Pat Sexton, Katie Walsh (CAATE liaison), Thomas Palmer, Brian Toy
7. Overview of Review Committee Procedures

- Motion by GG/DG to blind all accreditation action presentations forwarded to Commission
8. Table of Algorithm for CAATE Procedures presented by P Turocy
 9. Discussion followed prior to any accreditation actions on how the CAATE would handle various non-compliant issues, and the following decisions were made:
 - If a plan is submitted and no documentation of implementation and determined to be compliant, a progress report would still be required to document implementation
 - If there is no General Medical evidence documented, "Continuing" programs would be found to be non-compliant and the program would be placed on probation; for "Initial" programs accreditation would be to withhold accreditation
 - A letter from an Administrator (Dean or higher) would be required to verify program changes
 - Programs not a major to receive a Letter of Concern
 - A review of the current A-1 should be completed for BOC requirement
 - Program Director Workload Table (B2.1b) interpretation different for many, review and revision of form required
 - CAATE must develop a policy with criteria for programs placed on probation multiple times and are unable to maintain compliance with the Standards
 10. The Strategic Plan and timeline created in May 2004 has been completed ahead of schedule
 11. Sean Willeford, NATA representative on Commission will provide a report to the NATA Board of Directors as does Barrie Steele, BoD liaison
 12. Greg Gardner presented an update on the CAATE Site Visitor Training Workshops conducted in Atlanta during the NATA National Conference in June. Dr. Gardner is Chair of the CAATE Site Visitor Committee and his committee is looking at other accrediting agencies and how they function, developing a new assessment tool to be sent to Program Directors and Administrators following a site visit, developing a new Peer Evaluation tool to be used by site visitors, and developing a demographic survey to be completed by site visitors and programs to facilitate matching site visitors with institutions to be visited. Two site visitor workshops will be given at the NATA Educator's Conference in January 2007, one for current site visitor, one for new site visitors. Attendance at a CAATE workshop is mandatory before an individual may be assigned a site visit. Dr. Gardner also talked about the feedback received at the Atlanta workshops and indicated the overall response was positive. Attendees liked the use of more scenarios as a training tool.
 13. Liaisons for all new CAATE committees presented:
 - Annual Report Committee: Chair-Patricia Graman Liaison: Paula Turocy
 - Review Committees: as noted above in #6
 - Site Visitor Committee: Liaisons: Greg Gardner, Pat Sexton, Katie Walsh
 - Ethics Committee: Chair-Michael Hudson Liaison: David Kaiser
 - Katie Walsh will replace Sally Perkins as CAATE Liaison to NATAPEC beginning January 2007
 14. Discussion regarding institutions housing two programs (entry-level undergraduate and entry-level masters): Programs should be reviewed separately, not as one program, two self-studies will be required and two annual reports, implementation will take place for the 2007-2008 academic year and programs will be notified. Regarding fees for institutions housing two programs, beginning with academic year 2007-2008, the annual fee will be \$1575; however, in 2008, institutions housing two programs will be assessed an annual accreditation fee of \$2100 (\$1050 billed for each program).

15. Sally Perkins, Treasurer, presented the Financial Report
16. Paula Turocy provided an update on JRC-AT/CAATE business and the following items:
 - Legal Separation from CAAHEP was accomplished with a Withdrawal Contract between CAAHEP and JRC-AT/CAATE
 - Legal Counsel has been secured for CAATE with Mr. William F. Kemp, Austin, TX
 - Mr. Kemp is working on filing a name change with the State of Texas
 - EO & DO insurance is required for the CAATE and Paula Turocy is in consultation with her brother related to the CAATE's insurance needs.
 - The CAATE is looking at continuing with the current management company, Caruthers Professional Education Services, Inc for all secretarial/management services vs. hiring employees directly under CAATE guidance
 - The various branding items selected to market the CAATE have been received and appear to be successful in presenting the new CAATE and our logo
17. Paula Turocy updated the CAATE on the Annual Report Committee as she is the liaison to this CAATE committee. Micki Cuppett served as Chair of the ARC meeting held in Atlanta in the absence of Patricia Graman. William Biddington stepped down from the ARC to become a member of the CAATE Review Committee and Amanda Sinclair will complete his term of office on the ARC. The ARC requested a spreadsheet of programs and the NC's being addressed by the JRC-AT/CAATE in other progress reports so duplication does not occur with the review of annual reports/audits. ARC requested permission to meet in January at the NATA Educator's Conference rather than meet in June in Anaheim. Miguel Benavides will review current annual report and adjust to new CAATE Standards.
18. A suggestion was made to address the growing need for a Technology Committee to provide assistance in developing forms/templates that facilitate electronic submissions and utilize the current database.
19. An update on the World Federation of Athletic Therapy and Training was presented by Paula Turocy. The BOC is conducting an international study (Global Practice Analysis) to identify common practice areas internationally. The response, thus far, has been poor with responses from Canada only. The CAATE is not prepared to conduct international accreditation at this time. Currently, Canada has 6 accredited programs offering Athletic Therapy. US Standards were used in developing the Canadian Standards. The title Athletic Therapist is trademarked; however, no licensure or regulation of Athletic Therapy exists in Canada.
20. Paula Turocy will attend the Association of Schools of Allied Health Professions (ASAHP) Accreditation Summit in Bethesda, MD August 9-11, 2006 as an invited guest.
21. Katie Walsh agreed to be responsible for the content of the CAATE Update newsletter while Paula Turocy will continue to edit and create the layout of the newsletter.
22. Questions submitted by individuals reviewed and final responses formulated, replacing monthly conference call. Question G#44 tabled until August conference call
 - a. G#40 (J1.4)
 - b. G#41 (J1-3)
 - c. G#42 (B3.51)
 - d. G#43 (B3.2, B3.4)
 - e. G#44 (B1.14)
23. Candidacy update showed 6 out of 10 remaining programs will be submitting self-study for 2006-2007 academic year. 3 remaining programs will stay in Candidacy and submit their self-study as planned for the 2007-2008 academic year. Pete Koehneke will continue to review Candidacy update materials with oversight by CAATE Chair.

24. Minutes from the JRC-AT conference call 6-20-06 approved as is
25. Future CAATE meetings will be held either in Dallas or Austin since the CAATE office is now located in Round Rock, Texas. February 24-25, 2007 will be the next CAATE meeting with location to be determined depending on space availability and cost. Commissioners will arrive on Friday, February 23, 2007 with meeting all day Saturday, February 24th and ending at noon on Sunday, February 25, 2007.
26. Accreditation actions awarded (see list below)
27. Meeting was adjourned at approximately 4:00 PM MDT, Saturday, July 15, 2006

Accreditation Actions
July 14, 2006

Initial

Delta State University, Cleveland, Mississippi
Eastern University, St. David's, Pennsylvania
Florida Gulf Coast University, Fort Meyers, Florida
Northern Kentucky University, Highland Heights, Kentucky
St. Cloud State University, St. Cloud, Minnesota
Sterling College, Sterling, Kansas
University of Minnesota – Duluth, Duluth, Minnesota

Continuing

Alvernia College, Reading, Pennsylvania
Anderson University, Anderson, Indiana
California State University – Sacramento, Sacramento, California
Catawba College, Salisbury, North Carolina
Central Michigan University, Mount Pleasant, Michigan
East Carolina University, Greenville, North Carolina
East Stroudsburg University, East Stroudsburg, Pennsylvania
George Fox University, Newberg, Oregon
Georgia Southern University, Statesboro, Georgia
Hofstra University, Hempstead, New York
Illinois State University, Normal, Illinois
Iowa State University, Ames, Iowa
Keene State University, Keene, New Hampshire
King's College, Wilkes-Barre, Pennsylvania
Lincoln Memorial University, Harrogate, Tennessee
Lock Haven University, Lock Haven, Pennsylvania
Manchester College, North Manchester, Indiana
Merrimack College, North Andover, Massachusetts
Mount Union College, Alliance, Ohio
North Dakota State University, Fargo, North Dakota
Otterbein College, Westerville, Ohio
Roanoke College, Salem, Virginia
Samford University, Birmingham, Alabama
University of Florida, Gainesville, Florida
University of Iowa, Iowa City, Iowa
University of Montana, Missoula, Montana
University of Northern Iowa, Cedar Falls, Iowa
University of Wisconsin – La Crosse, La Crosse, Wisconsin
University of Wisconsin – Madison, Madison, Wisconsin
Vanguard University, Costa Mesa, California