



Quality Assurance and Improvement Committee Charter

CAATE Vision	Advancing clinical practice and improving health care outcomes through promotion of excellence in athletic training education.
CAATE Mission	Serving the public and profession by establishing and ensuring compliance with accreditation standards that facilitate quality outcomes, continuous improvement, innovation and diversity to enhance athletic training education.
CAATE Values	<ul style="list-style-type: none"> • Accountability • Integrity • Leadership • Transparency • Excellence • Collaborative
Purpose	The Quality Assurance and Improvement Committee promotes and advances programmatic and organizational quality assurance and quality improvement.
Role	<ul style="list-style-type: none"> • Advances the vision, mission, and values of CAATE. • Adheres to the diversity, equity, and inclusion philosophy and initiatives of CAATE. • Serves in an advisory capacity to the Professional Accreditation Council. • Promotes programmatic quality assurance by developing and implementing a process for review and feedback of program annual reports. • Advances both programmatic and organizational quality assurance and quality improvement within the comprehensive accreditation process by developing instruments and processes to be utilized by relevant professional accreditation stakeholders.
Council Responsibilities	<p>The Chair of the Committee is charged specifically with the following duties:</p> <ul style="list-style-type: none"> • Keeping the Professional Accreditation Council apprised of the substantive issues under consideration by the Committee and reporting in writing to the Professional Accreditation Council within seven days of the Committee action, any policy decision or recommendation which may require Board endorsement. • Submitting to the CAATE Professional Accreditation Council Chair no later than February 1 of the following calendar year, one copy of a written Annual Report of the work of the Committee during the year just completed • Providing written reports for CAATE Professional Accreditation Council meetings as requested
Leadership	<p>Chair: Jessica Barrett Vice-Chair: Scott Heinerichs</p>

Desired Qualifications of Members	<ul style="list-style-type: none"> • Understanding of quality assurance and improvement in higher education • Understanding of the Peer Review and accreditation processes • Commitment to honesty and integrity • Ability to work collaboratively
Composition	<p>The Professional Accreditation Council will determine the size and composition based on the needs with minimal requirements including: The Committee Chair shall be appointed by the CAATE President. Members shall serve a three-year, once-renewable term.</p> <p>Suggested minimal size: (10)</p>
Decision Making	<p>The Quality Assurance and Improvement Committee will seek to make decisions through consensus. The Chair will make a diligent effort to engage all members in decisions. An official vote will be made on all actions and a written record of the decision along with any objections will be created. Decisions of the group should be presented to the Professional Accreditation Council for review and approval before final approval by the Board of Commissioners.</p>
Anticipated Commitment	<p>1 or 2 1-hour meetings per month plus 60-90 minutes of committee work to complete outside of meetings per month</p>