IACET Council Teleconference

Agenda and Minutes
April 14, 2016
3 p.m. EDT
Goto-Meeting

AGENDA

Topic	Presenter	Time allotted
☐ Call to Order	Karasik	1:00
☐ Review of Minutes, March 16, 2016 Meeting	McClary	1:00
☐ Committee Vacancies and Replacements	Karasik	1:05
☐ Comments in Exec Summary and Data Collection Solicitation of Additional Comments from AP's, Commissioner's, Board Members including Deadline	Karasik	1:10
☐ Solicitation of Additional Comments from AP's, commissioners, Board Members including Deadline	Karasik	1:25
☐ Plan for Review of Categories/Elements	Karasik	1:45
☐ Next Meeting	Karasik	1:55

MINUTES

Attendees Present: Karasik, Bessette, Kruse, Haas, Martsolf, McClary, Moeller, Riley, Riebling, Orlowski, and Schwab

ABSENT WITH NOTICE: Wright, Ivey
ABSENT: Morley

1. **Motion:** Presentation of work categories on roster of council members. Approved unanimously

2. **Motion:** to approved minutes from previous meeting. Approved unanimously

   The ICSD shall organize suggestions by category and then address them one at a time.

3. Construct a small workgroup to launch google form for input on the Standard. Natalie and Carol volunteer to see work with staff to execute. Compile the model, bring back next month.
4. Assignment for next month, read the Standard and record observations about flow.
5. The Distance Education Taskforce will contribute to suggestions on the Standard as their work progresses.

MINUTES FROM LAST MEETING

Attendees Present: Bessette, Deal, Kruse, Haas, Martsolf, McClary, Riley, Riebling,

ABSENT WITH NOTICE: Orlowski, Karasik, Dworak, Wright
ABSENT: Moeller, Schwab, Morley, Ivey.

MOTION: To begin replacement process for Patricia Morley. By: Nancy Riebling, 2nd by Carol Martsolf PASSED UNANIMOUSLY. Staff will research options from those who were denied a position on the Council and make recommendations at the next meeting.

- Group consensus was that breakout workgroups were positive.
- Do you believe Ebsco is a research resource investing in?
  Response: Denise used it but questioning the price. Nancy used it and found it valuable. Barb used it for other items and thought yes. Joe McClary will appraise value to other IACET groups and make a decision.
- Regarding format or structure of the standard:
  o Denise says this is a good standard and been streamlined from the 2007.
  o Sumi Deal added that the format is streamlined and understandable. She has been through the process twice from the 2007 version and thinks the 2013 version is superior.
  o It was the consensus of the group no changes to the general framework of the Standard is needed.
- There is consensus among the group that we need feedback from APs and staff sooner rather than later.

MOTION: explore getting a qualified consultant to do a comparison of our standards against others and review overall thoroughness of the Standard. By: Sumi Deal, 2nd by Nancy Riebling.
Will get work on some options for our next meeting. PASSED UNANIMOUSLY

NEXT STEPS:

- Staff and Stuart will work on condensing the suggestions made by the workgroups into a single document.
- Examine list of candidates to replace Patricia Morley.
- Staff will seek suggestions from APs in a public notice in our newsletter and notify ANSI.
- Staff will research consultants and report on options.

The next meeting will be on April 14th at 3 p.m. EDT.

WORK CALENDAR
1. 2015

      a. ~~Complete background orientation with ANSI and formalize plan forward.~~

2. 2016
      b. ~~Staff - Complete annual renewal report to arrive in January~~. COMPLETE
      c. ~~February 2016 – ICSD to organize research groups.~~
      d. March 2016 - notify ANSI via PINS of intent to update standard for publication in Standards Action. See policies and procedures for direction on notifications.
      e. March 2016 – Notify members of intent to modify the standards and ask for input.
      f. Evaluation of current Standard and its effectiveness
      g. Data collection, research and analysis
           i. Clarifications and wording of existing standard
          ii. New educational research.
         iii. Analysis
      h. Internal review by commissioners and BOD *(may be multiple iterations here)*
3. 2017
      i. Staff - Complete annual renewal report to arrive in January.
      j. Proposed changes public comment period 1
      k. Revision period 1
      l. Proposed changes public comment period 2
      m. Revision period 2
      n. Document compilation, submission and collaboration to ANSI early in the year. Six months to year. Make sure the application/standard happen at the same time.
4. 2018
           i. Roll out date TBD