

# IACET Council Conference Call

## Agenda and Minutes

January 12, 2018

3:00 pm EST – 4:00 pm EST

### Agenda:

1. Call to Order
2. Roll
3. Adoption of Agenda
4. Approval of Minutes of December, 2017 Meeting
5. ANSI Update
  - a. 2018 ER Changes - Tracey
  - b. Required changes to IACET Council P/P Manual based on Tracey's Recommendations
  - c. Vote on changes to P/P and recommendation to BOD.
6. Policy and Procedure Review and Update Subcommittee
7. Commission Training – Stuart/Tara
8. Questions Submitted About Standard for Council Review
9. Council Replacement Vote
10. Standard Introduction Document – In Review
11. Inclusion of Crosswalk in Public/Member Documents
12. Next Meeting
13. Adjournment

### Minutes:

#### Call to Order

1:05

Roll: Natalie, Lonny, Barb, Dan, Nancy, Carol, Mary Ellen, Stuart, Tracey, Teri

Adoption of Agenda - Yes

Approval of Minutes of December, 2017 Meeting (November meeting – there was no December meeting) Lonny moved – Nancy second

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Approved 100%

### ANSI Update

2018 ER Changes – Tracey

Only one change added 4.1.3 – Maintenance of accreditation  
– ASD shall maintain procedures

Required changes to IACET Council P/P Manual based on Tracey's  
Recommendations

Tracey recommends - Add sub section to section 2.10 –  
Maintenance of accreditation and copy verbiage  
2013 changes dealt with provisional changes to a  
standard so it is not in our PP

adding above clause will put us into compliance going all  
the way back to 2016.

Vote on changes to P/P and recommendation to BOD.

Vote to change 2013 PP on file with ANSI and staff will submit  
to ANSI

Teri will send out exact language to the voting members for a  
vote

10 days to respond to the vote

Info item to BOD for March meeting

Lonny moves that we approve adding the language from the

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ER

Natalie seconds

100% pass

Policy and Procedure Review and Update Subcommittee

Stuart was to form a committee to work on this. Carol has been asked as Vice-chair to take on the revision of the PP

Lonny volunteered

Commission Training – Stuart/Tara

How to respond to the more free from responses on the reapplication

Webinars on how to train the commissioners working with Tara to align on the new application.

Making the application that came in and complete it as lead reviewer and compile the data

Council members to be added to invites

Teri to send PDF of the application as well

Thanks go out to Tara

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### Questions Submitted About Standard for Council Review

Two questions that came –

NWEA – Question regarding learning identity – AP’s decision as to the process they will use.

Dan would agree that what NWEA’s process is correct. 2 step verifications possible?

Applicant determines what their criteria/process is and then they defend to IACET why that works. Through documentation.

Response for publication – Follow interpretation policy - Form a sub-committee – Barb & Tracey -

We need to look at our PP to make the process by which the formal interpretation is requested and dealt with to make it more transparent.

Respond to Jen using Dan’s response – We don’t .....  
Let them know that the final decision will be

Subcommittee discussed this response during this  
Dan volunteers for sub-committee and Natalie & Stuart

Move to create a subcommittee – Natalie  
Seconded - Nancy  
100%

Move to approve interpretation – Lonny  
Seconded – Stuart

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100%

Council Replacement Vote

Discussion of Mohammed

Voted to replace Sumi

Standard Introduction Document – In Review

Inclusion of Crosswalk in Public/Member Documents

Next Meeting

March 15, 2018 2pm ET

Adjournment

Adjourned at 2:04