

**NATIONAL ASSOCIATION OF STATE ADMINISTRATORS AND
SUPERVISORS OF PRIVATE SCHOOLS**

2005 NASASPS ANNUAL CONFERENCE



**APRIL 24-27, 2005
CINCINNATI, OHIO**

MINUTES FOR NASASPS BUSINESS MEETINGS

**Minutes of the Business Meetings for the National Association of State
Administrators and Supervisors of Private Schools**

Date: Sunday, April 24, 2005

Officers Present:

John Ware, President

Patricia Anderson, Secretary

David Dies, Parliamentarian

Teri Candelaria, President-elect

Colin Barton, Treasurer

Regional Vice Presidents Present:

Region 2: Sandra Martin

Region 5: Rae Kate Valentine

Region 4: Bill Crews

Regional Vice Presidents absent:

Region 1: Ray Lindley

Region 3: Joan Fitzgerald

The meeting was called to order by the President at 7:45 P.M. in the Rookwood Room of the Hilton Netherland Plaza in Cincinnati Ohio. He then introduced all the officers of the association.

Minutes of last meeting held in Orlando Florida were passed out to the membership for reading and review. These minutes will be approved at the Monday business meeting.

Old Business:

The membership was reminded that the 2006 conference will be in Phoenix Arizona, but that we will need sites for 2007 and 2008. Mary Jane Fay from Massachusetts volunteered to host the 2007 meeting in Boston. Discussion of where to hold the 2008 meeting will continue.

New Business:

Committee reports

Conference committee: John reviewed the activities of the conference and where they will take place in the hotel.

Nominating Committee: No report necessary as all officers will continue for another year to complete the two year term.

Audit Committee: John appointed Jeff Weber to join Renae Eshleman on the audit committee. David Perlman is unable to attend this conference.

By-Laws Committee: David Dies recognized the work done by LeRoy Wade and his committee to update the By-Laws. There is no change proposed at this time.

Further Business:

The group was reminded to bring ideas and issues for discussion to the Monday business meeting.

President Ware adjourned the meeting at 7:00 P.M.

**Minutes of the Business Meetings for the National Association of State
Administrators and Supervisors of Private Schools**

Date: Monday, April 25, 2005

Officers Present:

John Ware, President	Teri Candelaria, President-elect
Patricia Anderson, Secretary	Colin Barton, Treasurer
David Dies, Parliamentarian	

Regional Vice Presidents Present:

Region 1: Ray Lindley	Region 2: Sandra Martin
Region 4: Bill Crews	Region 5: Rae Kate Valentine

Regional Vice Presidents absent:

Region 3: Joan Fitzgerald

The meeting was called to order by the President at 4:25 P.M. in the Continental Room of the Hilton Netherland Plaza in Cincinnati Ohio. He then introduced all the officers of the association.

It was moved by LeRoy Wade and seconded by Bill Crews that the Minutes of last meeting held in Orlando Florida be approved as presented at the meeting of April 24. The motion carried.

Old Business:

The membership was reminded that the 2006 conference will be in Phoenix Arizona. Teri Candelaria President-elect, announced that the Wyndom Hotel has been booked in downtown Phoenix and will be convenient to her office. The group was reminded that Mary Jane Fay from Massachusetts volunteered to host the 2007 meeting in Boston. Francine Giani volunteered to host the 2008 meeting in Utah. The group happily accepted these two sites for future conferences.

New Business:

The newly appointed Audit Committee reported that Colin Barton had provided them with necessary materials to complete their work.

A discussion of the NASASPS website and the Listserv included ideas about how to better serve our needs. David Dies asked that anyone not receiving a contact from the listserv contact him with the proper email address. He reminded the group that this listserv is for state administrators only, but we can send a message on behalf of a lender or non-administrator for related items. John continues to maintain the website and hopes to post studies done by the membership on topics such as bonds, fees, or tuition recovery, presentations from our conference such as the PowerPoint presentation of Alan Ezell, or handouts from various panels. Judy Henderson pointed out that this could become a

useful site where we might find brochures on topics like diploma mills or connection to the CHEA website.

The website discussion led to a discussion of the .edu web address and where this is controlled. Jeff Weber indicated that the Federal Department of Commerce controls this and has recently begun to enforce the standard of allowing this only to institutions that are accredited. It was suggested that perhaps NASASPS could write a letter expressing our support for control of this web address.

Rena Eshleman reported that she has the FTC email address for sending spam diploma offers and that she will distribute it to the listserv.

John then presented Amir Moghadam of Maxknowledge who has been working with CCA for online courses for admissions, placement, marketing and other aspects of school operations. Amar gave a brief presentation of his company and how he is working with state administrators toward continuing education requirements.

The final discussion of the day was led by John and Colin to share ideas they have been discussing about the future of NASASPS. Questions posed included:

Should we change direction?

Should we get more organized? Become more like our public counterparts in having a more professional association or organization?

If we are going to try to move in a more professional direction, how will we generate the income to accomplish our goals?

Is it a good idea to create a strategic plan for the future of NASASPS?

Possibilities were suggested such as creating a committee to consider these questions by using conference calling. Freeconference.com from California was suggested as a possible mode of communication. Another suggestion was to identify short term projects that might possibly be funded by our schools, accreditation agencies, other grant funds.

It was agreed that this discussion would continue at the Wednesday meeting.

Further Business:

The group was reminded that the Tuesday sessions will begin at 8:45 A.M. and that the Breakout sessions with the US Department of Education are to be held without any school in attendance. For the first time at a NASASPS conference, Officers will hold an open forum for school representatives to discuss issues.

President Ware adjourned the meeting at 5:30 P.M.

Minutes of the Business Meetings for the National Association of State Administrators and Supervisors of Private Schools

Date: Tuesday, April 26, 2005

Officers Present:

John Ware, President	Teri Candelaria, President-elect
Patricia Anderson, Secretary	Colin Barton, Treasurer
David Dies, Parliamentarian	

Regional Vice Presidents Present:

Region 1: Ray Lindley	Region 2: Sandra Martin
Region 4: Bill Crews	Region 5: Rae Kate Valentine

Regional Vice Presidents absent:

Region 3: Joan Fitzgerald

The meeting was called to order by the President at 3:15 P.M. in the Continental Room of the Hilton Netherland Plaza in Cincinnati Ohio.

Old Business:

The membership was reminded that the 2006 conference will be in Phoenix Arizona during the last week of April

2007 Boston, Mass.	2008 Salt Lake City, Utah.
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As a further point of information on the topic of Continuing Education Requirements presented on Monday, Colin introduced Blake Faulkner of National American University who presented the NAU Career College Faculty Development Series.

New Business:

Committee Reports:

Rena Eshleman reported on behalf of the audit committee that files are appropriate and records are in order. Bill Crews moved and Teri Candelaria seconded the motion to accept the audit report.

Further Business:

John reported that the open forum with schools had been very well received, and that the schools represented discussed the idea of NASASPS creating a multi-state License form that would contain items used by many states. Monica Bordon pointed out that state agencies with non degree oversight need to certify that the conference applies to their position and agency. She asked that future agenda planning be cognizant of this. It was also suggested that the attendee list be sorted by sectors for easily identifying the state regulators. Another agenda topic was the value of having sessions for school attendees including issues of compliance and how they handle multi-state compliance. The school forum could be added to the next agenda.

The group then turned the discussion to a continuation from the Monday meeting about the future of NASASPS. David Dies pointed out that last year's conference included a presentation on the possibility of a multi state form specifically targeted to the IT industry. The Computer Training committee worked with CompTIA toward an online form with common elements that would then lead the user to more specific state by state requirements. John appointed a committee to further study the issue of a common form. The following were appointed: Renae Eshleman, GeorgeRoedler, Colin Barton, and Thad Levar. This led to a discussion of common regulations including enrollment agreements and refund policies. It was then pointed out that the accreditation agencies have policies on these items. So the following question arose:

What is the role of NASASPS in policy issues?

Should we use the program review as a possible beginning of our work with accreditors?

Should we hire someone to create a study for NASASPS?

Should NASASPS create a one page 12-15 point policy statement to use as a springboard?

Should NASASPS create a strategic plan for its future?

Should NASASPS formalize its structure?

Patricia Landis moved and Rene Eshleman seconded the motion to allow funds for Colin to move forward to obtain 5013c status for NASASPS. The motion passed

Assuming that NASASPS will formalize its structure, the discussion continued to include how we might create more permanent funding. It was suggested that we consider membership fees that would be paid by everyone, not just those in attendance at our conference. Francine Giani moved and Teri Candelaria seconded that a membership fee of \$500.00 be established. This fee would then give members a lower conference fee than non members. Discussion followed with Ray Lindley pointing out that this would be a major change for our organization and perhaps it would be better to create a list of benefits for membership and to study costs more closely before establishing a fee. Colin pointed out that one major benefit could be to provide professional development for state administrators. Francine then amended the motion to develop a plan for the proper amount of the fee and to bring this back to next April's meeting. Ray seconded the amendment. The motion passed.

It was then pointed out that consideration should be given for states that have more than one person in attendance at the conference and that some states cannot or will not pay membership fees, but will pay conference fees. Colin pointed out that we might want to expand our membership by changing our by-law definition which states that we serve "vocational schools" to a statement about private postsecondary institutions. This was referred to the bylaws committee.

President Ware adjourned the meeting at 4:45 P.M