

COUNCIL ON NATUROPATHIC MEDICAL EDUCATION

Meeting of the Committee on Standards, Policies and Procedures (COSPP)

**Saturday, May 30, 2015 ♦ 10:00 a.m. – 4:30 p.m.
The Listel Hotel • Vancouver, British Columbia**

MEETING MINUTES

Call to order and roll call

COSPP chair, Dr. Kruzel, called the meeting to order at 9:05 a.m. The following committee and Board members were present:

- Lance Blackshaw, PhD (Public Member), Belfast, Maine;
- Jasmine Carino, ND (Profession Member), Toronto, Ontario;
- Melanie Henriksen, ND (Institutional Member Rep., NCNM), Portland, Oregon;
- Thomas Kruzel, ND (Profession Member), Scottsdale, Arizona;
- Margot Longenecker, ND (Profession Member), Tucson, Arizona;
- John Pecchia, CPA (Public Member), Poughkeepsie, New York;
- Marcia Prenguber, ND (Institutional Member Rep., UBCNM), Bridgeport, Connecticut
- Carl Saubert, PhD (Public Member), Saint Charles, Missouri;
- Arianna Staruch, ND (Institutional Member Rep., Bastyr U.) Kenmore, Washington; and
- Christina Woolard, ND (Profession Member), Murfreesboro, Tennessee.

Committee members absent:

- Steven Rissman, ND (Profession Member), Broomfield, Colorado;

Staff present:

- Daniel Seitz, JD, EdD (Executive Director), Great Barrington, Massachusetts

Guests present:

- Andrea Smith, EdD (NCNM)
- Jessica Mitchell, ND (SCNM)
- Leslie Fuller, ND (NCNM)
- Christina Girard, ND (SCNM)
- Becky Clark, EdD (SCNM)
- Dave Scotten, ND (BINM)
- Nydia Bou, EdD (U. del Turabo)
- Milva Vega-García, ND (U. del Turabo)

Review of COSPP meeting agenda

There were no changes to the agenda.

Approval of the minutes of the October 18, 2014 COSPP meeting

Dr. Carino moved, and Dr. Woolard seconded, the following motion:

To approve the minutes of the October 18, 2014 COSPP meeting.

The motion was unanimously approved.

Outline of the process and timeline for reviewing and revising CNME's standards and the distance education guidelines document

Dr. Seitz outlined the anticipated process and timeline for completing the review the CNME standards and the distance education guidelines document:

- The CNME board will adopt further revisions to the draft revised standards and draft distance education guidelines document decided at this COSPP meeting, and we will circulate the next draft of these documents for public comment later in the summer or early fall 2015 (if needed, the Standards Review Taskforce will meet to review revisions).
- Public comments on the final drafts of the two documents will be reviewed at the fall 2015 CNME meeting. At that meeting, the CNME Board will adopt final revisions to the standards and specify the timeframe for the revisions to take effect, and will also adopt the final version of the guidelines.
- Once the final versions of the revised standards and guidelines are approved, Dr. Seitz will ensure that the schools and other parties are appropriately notified and the *CNME Handbook of Accreditation* and other materials are revised accordingly.

US Senate report on accreditation

Dr. Seitz noted that issues/criticisms continue to be raised at the US federal level concerning the effectiveness of accreditation in ensuring quality education and serving as a resource for students and their families, as exemplified by the US Senate report. Accreditors generally believe that these issues are somewhat exaggerated and a number of the suggested solutions would be detrimental to the peer review accreditation system. Programmatic accreditors like the CNME are often lumped together with institutional accreditors when in reality they often operate very differently. It's hard to know where politics ends and legitimate issues begin.

Review current revised draft of the CNME Distance Education Guidelines for ND programs, consider adoption

Distance Education Taskforce chair, Dr. Carino, thanked the taskforce members for their work on the guidelines document and gave an update on the changes that had been made since the document was reviewed at the last COSPP meeting. The most important change was that suggested revisions to the CNME accreditation standards were removed from the guidelines document, since the Standards Review Taskforce incorporated many of them into the current draft revised standards.

Several small, non-substantive and clarifying edits to the guidelines document were suggested and agreed upon by the participants. Dr. Seitz recorded these and will incorporate them into the final draft, with the changes tracked.

Dr. Prenguber stated that using the term "blended/hybrid learning" in the title of the guidelines document—"Guidelines on the Use of Blended/Hybrid Learning in Naturopathic Medical Education"—seems too narrow for what the document covers. After some discussion, it was generally agreed that

the title of the document should be changed to “Guidelines on the Use of Information Communication Technologies in Naturopathic Medical Education.”

Review draft revised CNME accreditation standards

Dr. Kruzel thanked the Standards Review Taskforce for their work on revising the standards. He noted that revisions to the standards were aimed at accomplishing the following:

- Addressing the use of information communication technologies (ICT) in the delivery of naturopathic medical education by adding appropriate requirements and limitations
- Simplifying overly cumbersome or prescriptive standards or sections of standards
- Removing confusion between institutional versus program requirements
- Clarifying language and requirements that might have been confusing.

The group discussed each accreditation standard in order and agreed upon a number of further revisions. Dr. Seitz recorded these and will incorporate them into the final draft, with the changes tracked.

Dr. Blackshaw moved, and Dr. Kruzel seconded, the following motion:

To recommend to the board that the draft revised standards and distance education guidelines documents, as further revised during the COSPP meeting, be approved by the board for circulation for public comment.

The motion was unanimously approved.

Discussion on the AANMC competencies document

Participants agreed that the AANMC competencies document was excellent in terms of both content and presentation, and should prove helpful with such things as expanding insurance coverage for naturopathic medicine, as well as supporting licensure initiatives in the U.S. and Canada and other efforts to gain greater recognition for the profession. It is also an important unifying document for the profession, and will likely be useful for institutions engaged in developing new ND programs.

There was general agreement that the Council should not formally adopt the competencies document as a CNME requirement. However, it could be placed in the *CNME Handbook of Accreditation* as appendix, and could be referenced elsewhere in the *Handbook*—perhaps in a prologue or preamble to the revised accreditation standards.

Review current draft of the Financial Metrics Worksheet

Mr. Pecchia, CPA, presented the financial metrics worksheet documents to the committee, and the committee reviewed comments from one school on the worksheet. After some discussion, it was agreed that the CNME should continue to use the current worksheet for the time being with any minor editing that might be necessary. It was also agreed that the worksheets should be a required component of a self-study report; this will be added to the Self-Study Guide section in the next edition of the *CNME Handbook of Accreditation*.

It was felt that it would be helpful to get feedback from the schools’ CFOs on the worksheet, and that perhaps COSPP should send a specific request for to the CFOs for feedback.

Identify any proposed recommendations to present to the CNME Board for review and adoption

Dr. Kruzel noted the following COSPP recommendations to present to the CNME Board:

- To incorporate the edits/revisions discussed at today's meeting to the distance education guidelines document, and authorize circulating the document for public comment.
- To incorporate the edits/revisions discussed at today's meeting to the draft revised standards, and to authorize circulating the document for public comment.
- To continue to require submission of the financial metrics worksheet, with any minor edits that might be necessary.
- To reference the AANMC competencies document in the *Handbook*, but not adopt formally adopt them as a requirement.

Identify COSPP priorities

Dr. Kruzel noted that the main priority is to complete the standards review and revision process and to make final edits to the guidelines document, and then circulate these documents for public comment.

Adjournment

The meeting was adjourned at 4:50 p.m.