

# Council on Naturopathic Medical Education Board of Directors Meeting

Thursday, May 19, 2022 ♦ 11:00 a.m. – 7:00 p.m. EDT

Friday, May 20, 2022 ♦ 11:00 a.m. – 7:00 p.m. EDT

## Virtual Meeting Via Zoom

### Meetings are scheduled as follows:

- 11:00 a.m. – 1:00 p.m. EDT
- 2:00 p.m. – 4:00 p.m. EDT
- 5:00 p.m. – 7:00 p.m. EDT

## AGENDA

1. Call to order, meeting notice, roll call of members, introduction of guests – *Dr. Olehausen, Pres.*
2. Request for additions or other changes to the agenda – *Dr. Olehausen* [Tab 2A]
3. Review Zoom video-conferencing protocols – *Dr. Seitz* [Tab 2B]
3. Officers' and Executive Director's reports:
  - A. Secretary – *Dr. Jenab*
    - Approval of the minutes of the October 21-22, 2021, Board meetings [Tab 3A]
    - Approval of the minutes of the Special Board meeting of March 15, 2022 [Tab 3B]
  - B. Treasurer – *Ms. Woodin, CPA, MBA*
    - Review of FY 2021 year-end financial report [Tab 4A]
    - Review of 3/31/22 budget-to-actual report [Tab 4A]
  - C. Vice-President – *Dr. Stretch*
  - D. President – *Dr. Olehausen*
  - E. Executive Director – *Dr. Seitz*
4. Committee reports and action on committee recommendations:
  - A. Executive Committee (EC) – *Dr. Olehausen, Chair*
    - See minutes of the April 8, 2022, EC meeting [Tab 3C]
  - B. Finance Committee – *Ms. Woodin, CPA, MBA, Chair*
    - Discuss committee proposal regarding accreditation fees for FY 2023 [Tab 4B]
  - C. Membership and Nominations Committee – *Dr. Olehausen, Chair*
    - Update on committee activities, upcoming vacancies, and appointments/reappointments.
  - D. Committee on Postdoc. Nat. Med. Education – *Dr. Dee, Chair*
    - Update on CPNME projects and activities; votes on any CPNME proposals
  - E. Audit Committee – *Mr. Andrew, JD, MA Chair*

- F. Committee on Standards, Policies and Procedures – *Dr. Olehausen, Chair* [Tabs 5 & 6]
  - Update on committee activities; vote on (i) proposed standards revisions, and (ii) plan for the comprehensive review of the standards
- G. Strategic Planning Committee – *Dr. Stretch, Chair*
- 5. Review the current temporary emergency policy re Covid; update on current Covid-related issues impacting the schools; consider whether any CNME action is currently needed – *Dr. Seitz* [Tab 7]
- 6. Reports from other naturopathic organizations [Tab 8]
- 7. Other business
  - Review February 2022 NPLEX results – *Dr. Seitz* [Tab 9] [Dr. Shannon Braden of NABNE will attend meeting on Friday at noon ET]
  - Tentative plans for the annual meeting in the fall
  - Announcements and miscellaneous business

**[Board enters closed session]**

- 8. Business related to recognition actions
  - A. Update on upcoming accreditation site visits, and focused reports and visits – *Dr. Seitz*
  - B. NUNM reaccreditation hearing and review of focused report on online option for first year of the ND program – *Dr. Hope* [Tab 10; reaccreditation hearing is on Thurs. at 2 p.m. ET]
- 9. Review of 2021 Annual Reports of ND Programs, including a review of reports from programs on their coronavirus-related adaptations related to CNME temporary emergency policies [Reports are in the Board portal section of the CNME website]
  - A. University of Bridgeport – *Dr. Tebb*
  - B. National University of Natural Medicine – *Dr. Stretch*
  - C. National University of Health Sciences – *Dr. Jenab*
  - D. Canadian College of Naturopathic Medicine – *Dr. Olehausen*
  - E. Universidad Ana G. Méndez – *Dr. Hope*
  - F. Southwest College of Naturopathic Medicine – *Dr. Saunders*
  - G. Bastyr University, Naturopathic Medicine Program – *Dr. Alexander*
  - H. Report on Financial Statements – *Ms. Woodin, CPA, MBA; Mr. Andrew, JD, MA*

Decision by board on whether: (i) to require additional materials from any programs to demonstrate compliance, (ii) to remove or add any recommendations pertaining to any programs, (iii) to remove or add any areas of interest pertaining to any programs, (iv) to remove or maintain outstanding letters of advisement, (v) to issue any sanctions, and/or (iv) to accept individual reports.

- 10. Interview with nominee for profession member seats on board and vote:
  - Ben Connolly, ND [Tab 11; interview on Friday at 1 p.m. ET]
- 11. Recognition of departing board members
- 12. Adjournment