

## OCTOBER RUNDOWN

**COA, ABFSE** Executive Committee and Curriculum Committee **met in Salt Lake City** during the week of October 10-13, 2018. Scholarship held a virtual meeting and COA Liaison, NBE Liaison, Program and Constitution and By-Laws committees conducted business via conference call and reported in Salt Lake City also.

During two days of deliberations, COA evaluated substantive changes for 5 changes of program leadership (*aka* new Program Director) and 4 changes of Institutional leadership (new President, etc.)

COA discussed issues that arise with Substantive Change applications. Language in the Manual will be revised to clarify which Substantive Changes will require a Focus Visit before final approval.

Six programs were re-accredited and the re-accreditation decision was deferred for 2 programs. COA also reviewed response to stipulations for 4 programs, focus visit reports for 3 programs and approved the start-up of distance education for one. Programs are reminded that addition of Distance Education is a Substantive Change.

Teach out of former Mt. Ida students by Cape Cod Community College was approved as was a transfer of sponsorship for the Lincoln College AAS degree program to Goodwin College, effective January 2019. One program was placed on Administrative Probation for failure to pay the accreditation renewal fee.

The complete report of COA accreditation activities is posted on the as ABFSE website under the Accreditation tab, Committee Actions <http://www.abfse.org/html/committee-actions.html>.

Eight programs completed a Self study using **JURA** during 2018. The experience has resulted in recommendations to streamline the process. However, the next revision to the JURA self study will not be available until the Review of Standards is complete.

**Review of Standards** summary. The second Review of Standards period ended on September 1, 2018 with 39 comments received. All comments were evaluated by the COA. Updated proposed standards will be presented as a Notice of Motion for ABFSE approval in April 2019.

Minor revision will be made to the **2018 Annual Report** to accommodate data collection expected by USDE. Changes are minimal and most are intended to clarify language. No changes are planned for the new enrollee/graduate demographic data, so the 2017 report found in Appendix B-5 can be used to facilitate 2018 data collection.

A CHEA driven **database with ABFSE accreditation decisions** should debut in Spring 2019 and the long-awaited ABFSE faculty database will be ready for your review as well. Both will draw data from the Annual Report.

**Curriculum Committee** requested the services of a proof-reader to review the outlines which were approved in April 2018 – Business Law, Chemistry and Funeral Merchandising. This will continue the excellent work done by NFDA's Colleen Murphy-Klein prior to her retirement in 2016.

Due to the influx of new textbooks, an **ABFSE textbook survey** is planned for 2019. On the subject of textbooks, Sharon Gee-Mascarello, Wayne State faculty member, was selected to complete the *Embalming* textbook project.

Curriculum /Committee will add the **Funeral Service Oath** to the Ethics Curriculum outline and a version of the Funeral Service Oath will be added to the Appendix section of the ABFSE Accreditation Manual for easy access. Programs are encouraged to administer the oath at graduation or in another appropriate venue.

**Summer curriculum review** is planned in conjunction with CANA for 2019 since the cremation outline is on the review agenda. Dates should be July 25-28. Mid-America College of Funeral Service is also lining up to host some of the curriculum review work. Subject areas for review, in addition to Cremation, are Microbiology, Restorative Art and Funeral Service Management. Watch for additional details.

**NFDA** reports that 16 schools and approximately 500 students have taken advantage of the **Arranger Training** program. Four schools are selected to participate each year. Contact NFDA for details.

**NFDMA** continues to have success with their **NBE Refresher course** offered at the Atlanta headquarters.

**CANA** debuted a '**History of Cremation**' exhibit at the Funeral Service Museum at Commonwealth Institute of Funeral Service.

**Scholarship Committee** announced 5 awards totaling \$8500. Names of recipients and schools attended will be announced on the ABFSE website.

**ABFSE** had a **booth** at the NFDA Convention in Salt Lake City. R. Smith and D. Tolboom distributed a brochure listing all accredited programs and answered education related questions. Thirteen of 56 programs supplied business cards and/or brochures for distribution. The ABFSE 'booth' made its debut appearance at the CANA and NFDMA conventions in July.

Nine attendees participated in the **Self Study Workshop** in Salt Lake City in order to preview JURA and prepare for future site visits. Another workshop is planned for April in Miami.

Please share the '**Succession Planning**' details for a new team chair and new public member (email of October 18, 2018).

A copy of this report will be added to the ABFSE website at Notes from the Executive Director <http://www.abfse.org/html/educators.html#Notes>.

Don't forget the Annual Conference, April 10-13, 2019 in Miami. Watch the ABFSE website for details. [www.abfse.org](http://www.abfse.org)