

ABFSE College and University Council

Thursday, March 10, 2022 - VIRTUAL

MEETING MINUTES

1. Call to Order, Welcome, and Introduction/Invitation of invited guests

The meeting start was slightly delayed due to technical issues. It was called to order at approximately 1:05pm by Cody Lopasky, CUC Chair. There was a motion to accept all guests (candidate schools, Robb Smith, etc.) was made by Leili McMurrrough, seconded by Kevin Davis, and then passed.

2. Roll Call

Following an explanation and instructions about the virtual roll call, Lauren Budrow, CUC Secretary, conducted the roll call, and a quorum of members was confirmed. During and following the initial roll call, there were late admissions into the meeting. Final attendance was confirmed by Robb Smith. There were 56 participants representing 39 schools (38 plus one candidate program). There were 11 programs with two or more attendees.

3. Presentation of the Agenda

A motion to approve and adopt the CUC meeting agenda was made by David Hess, seconded by Damon de la Cruz, and then unanimously approved.

4. Appointment of Parliamentarian

Upon request, Mark Evely agreed to serve as parliamentarian for the CUC meeting.

5. Review and Approval of Minutes

The minutes from the last CUC meeting held via Zoom on Wednesday, March 24, 2021 were presented for approval by Cody Lopasky. A move for approval was made by Shawna Rodabaugh, seconded by Darrell Woody, and passed unanimously.

6. Explanation of the purpose of College and University Council

Cody Lopasky explained the purpose of the CUC. Without any questions, no further discussion occurred.

7. Committee Reports

Cody Lopasky explained that committee reports would be given in full at the annual ABFSE meeting being held in April in Dallas. Comments were given for a few of the following committees.

- a. Scholarship Committee
 - I. Robb Smith reported the increase in applications for scholarships. Approximately 50 applications submitted, over 20 applications are complete. This is a positive shift in getting more students to apply for scholarships.
- b. Curriculum Study Committee
 - I. Cody Lopasky reminded everyone to apply for the summer review for the curriculum workshop review coming up in June.
- c. Program Committee
- d. Constitution and By-laws Committee
- e. National Board Examination Liaison Committee
- f. Committee on Accreditation

- I. Leili McMurrugh reported the COA is still reviewing the standard deviation option for NBE pass rates. The review of standards will begin this Fall and will focus on this particular area. Survey will be distributed closer to that time. They will also be evaluating the Executive Director.
- g. Executive Committee
 - I. Jolena Grande reported the committee has not met since last October and is continuing to discuss items from then in their April meeting.
- h. COA Liaison Committee
 - I. Venus Smith reminded everyone to reply to the questions sent out to programs so educator concerns can be forwarded to the COA to address.

Motion was made by Howard Beckham to approve the cursory reports of the above committees, seconded by Kevin Davis, all approved.

8. Notices of Motion to be presented at CUC prior to ABFSE open Meeting

The only notices of motion prior the ABFSE annual meeting were the individual approvals of the three (3) curriculum outlines reviewed since the last ABFSE meeting. Those outlines are in the subject areas of Communications, Funeral Directing, and Embalming. A motion to present those outlines at the ABFSE annual meeting was made by Shawna Rodabaugh, seconded by David Hess, unanimously approved.

9. Report on ABFSE participation in the 2022 ICFSEB annual meeting

Jolena Grande reported 30% of programs were present at the annual Conference meeting in Houston. There was an examination services forum where educators and regulators discussed issues regarding the NBE for licensing. Jolena emphasized the importance for practitioners to participate in the job task analysis survey that is being circulated, and encouraged educators to extend the survey to their advisory committee members, preceptors, and colleagues in practice. The blueprint for the next set of task analyses will be generated off these results. New NBE questions will be written to reflect those tasks.

Robb Smith commented that many more regulators were present than the Conference anticipated. There appears to be more discussion at the state level about developing state exams rather than using the NBE as a licensing requirement. This is echoed by funeral service programs.

10. Old Business

None presented on the agenda, but it was reiterated that the 2021 NBE scores will not be used negatively against schools.

11. New Business

- a. Cody Lopasky explained that the CUC will submit three names to the COA for consideration for the public institution member. Those nominees present for the meeting were given an opportunity to say a few words to advocate for themselves. A vote was taken via Zoom poll in the meeting to determine which three of the four nominees would be presented. Based on the survey results, the CUC will forward Lisa Meehan, Tony Moore, and Jose Moreno for consideration. A motion was made by David Hess to accept those results and forward the names to the ABFSE to be determined by the COA, seconded by Wayne Cavender, unanimously approved.

- b. Cody Lopasky reported on result of the survey sent out to programs on the NBE threshold value. 43 of the 58 (74%) programs responded to the survey sent out.

Results:

- 90% are in favor of keeping the CUC meeting virtual
- 79% support dropping down from one year to six months for exemptions
- 77% support the proposed standard deviation model for NBE pass rates
- 65% of programs are unhappy with their NBE pass rates, 35% happy
- 84% of programs feel they do not receive enough information from the Conference to use for improvement on instruction.
- 42% would like to see a more detailed breakdown of the program performance results
- Programs would like to have individual pass/fail data released
- 7% would like more textbook information
- 74% programs say the pandemic is still affecting them

Results will be forwarded to the COA for consideration in the review of standards.

The Conference will offer to allow students to opt in to share their results with their program. Mitch Mitchell asked if students would be given the option before or after the exam was completed. The assumption is that the student would have to decide as part of the application process, not after the exam. Educators were reminded that the Conference considers students, not educators, their client. They will act in the best interest of their client.

- c. Mark Evely and Steve Spann suggested narrowing the number of books per subject for the Conference to write questions for the NBE and putting together a recommended book list based off that for programs to know what books best represent the outlines and task analyses and are being used to write test questions. This sparked debate and much discussion among members about whether this constricts educators' choices and professional growth by narrowing the scope and number of texts used to teach. One concern is that outdated texts are still being used to write NBE questions. A second concern is that educators would then decide to use only those suggested books narrowed down for test writing. The intent of this proposal would be to inform schools of what texts most closely align with the tasks and outlines and are being used to write test questions, not require instructors to change the texts they currently use to teach the material. Jzyk Ennis brought up whether this hints at anti-trust violations over recommending some titles over others. Discussion included clarification on how the job task analysis survey results are factored into the process of item writing.

A motion was made by Steve Spann for CUC to form a textbook committee to review and discuss the current texts being used by the Conference for item writing, seconded by Mark Evely, opposed by Damon de la Cruz, accepted by everyone else. Motion carried.

- d. Leili McMurrough encouraged participation in the Fall survey for the review of standards. Input is valued.

12. Curriculum Review and Announcements

The 2022 Summer curriculum review will be held in Virginia on June 2-4, hosted by Tidewater Community College. A call for applications is out and there are currently few applications to consider. Outlines to be reviewed include Ethics, Business Law, and Merchandising.

Robb Smith had several additional announcements to make

- a. CHEA report is written for upcoming interview for another 7-year renewal. Results of that will be available at the annual meeting in Dallas
- b. information gained from Officers' listening tour speaking with educators will be applied towards the next strategic plan
- c. reminded everyone that the annual report needs to be completed thoroughly, accurately, and timely, particularly the cohort tracking.
- d. everyone attending the annual meeting was reminded to submit their credentials to Trudy in advance
- e. encouraged participation in the curriculum workshop will be in person, not virtual, this year

13. Adjourn

Cody Lopasky informed the CUC that the meeting agenda had been completed. A motion to adjourn was brought by Damon de la Cruz and seconded by Kevin Davis. The motion carried unanimously, and the meeting adjourned at approximately 3:00pm CST.