



Guidance for Presenting SARA Policy Proposals in the Public Forum #2

Please use the guidance below if you would like to present your proposed SARA Policy modification(s) during the second Public Forum taking place on June 7, 2023 from 10am to 2pm Mountain Time.

IMPORTANT NOTE: Presenters will have up to 3 minutes per proposal to present.

About Public Forum #2

The second public forum in the 2023 SARA Policy Modification Process, taking place on June 7, 2023, will provide the opportunity for policy modification proposers to summarize and review the status of their proposed policy modification, including amendments they may have made during the first amendment period (March 2 – April 5, 2023). Proposers are also strongly encouraged to address comments or questions about the proposal that may have been received during the public comment period (April 17 – May 17, 2023) or through conversations with fellow proposers, or to provide additional data, deepen the rationale, or highlight new information pertaining to their proposed policy modification.

The second forum also differs from the first in that proposals will be grouped by topic rather than by section in the *SARA Policy Manual*. Topics may include:

1. Institutional Participation, Applications, Status
2. Institution Participation Fees
3. Institution Provisional Status
4. Institution Financial Responsibility
5. State Membership, State Responsibility
6. 21st Century Guidelines and C-RAC Guidelines
7. Professional Licensure Disclosures
8. SARA Student Complaints
9. Arbitration Agreements
10. Definitions. Language Edits, Explanatory Notes, and/or Other

Logistical Information:

- Presenters will have up to 3 minutes per proposal. A timekeeper will be available to monitor time, and at 3 minutes will let you know you need to wrap up. *Please note: We will not give you a 30-second verbal warning at 2 minutes, 30 seconds because feedback about forum #1 indicated that this was very disruptive.*
- Q&A and Chat will NOT be enabled; presentations will be one-way only. “Viewers” will be watching a livestream of your presentation so will not be interacting with you or others.
- Presenters will be assigned a time slot (or slots) based on the information you provide to NC-SARA when registering to present.
- When the presentation schedule is complete, NC-SARA will send you your time slot(s), the link to the Zoom presentation room, and when you may enter the Zoom room. **Please save the link you receive!**
- Moderators will introduce each presenter and topic and will monitor time.
- The public forum will not be recorded.
- If you wish to view the other presentations outside of your time slot, [you will need to register as a “Viewer” separately](#). You will not be staying in the “presentation room” after your time slot(s).

Recommendations for Presenters:

- 1) Choose to present on those proposal(s) that are most substantive in nature, versus those that contain minor copy edits or text corrections.
- 2) Summarize and review the status of the proposed policy modification, including amendments that may have been made during the first amendment period (March 2 – April 5, 2023).
- 3) Address comments or questions about the proposal that may have been received during the public comment period (April 17 – May 17, 2023) or through conversations with fellow proposers, and/or provide additional data, deepen the rationale, or highlight new information pertaining to the proposed policy modification.
- 4) Use visual aids, such as easy-to-read slides or red-lined documents that you can share on the Zoom screen.
- 5) Share contact information at the beginning of the presentation if you would like to receive additional feedback or discuss opportunities to collaborate with others. NC-SARA will not (at any time) be sharing presenters’ contact information with the general public.
- 6) Ensure that you are able to present from a location with reliable technology.
- 7) Prepare and rehearse your presentation in advance using a timer.

If you are also registered as a “Viewer,” you will need to leave the livestream and join the “presentation room” Zoom to present. Please do not have the livestream running while you are in the presentation room.

For assistance with or questions about this process, please email info@nc-sara.org