



National Council for  
State Authorization  
Reciprocity Agreements

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## SPE Advisory Committee Notes August 19, 2024

**Meeting Date:** Monday, August 19, 2024, 11:00am-12:15pm MT

**In attendance:** Alicia Armijo, Sean Seepersad, LeAnn Detillier, Cyd Grua, Nick Marks, Charlotte Ochs, Kate McCartan

**Absent:** Shelley Plutto, Paige Smith

**NC-SARA Staff:** Emily Jacobson, Angela Lee, Marianne Boeke, Terri Taylor-Straut, Rachel Christeson

### Agenda:

#### I. **Welcome & Review of Agenda – Emily**

Emily welcomed committee members to the meeting and provided an overview of the agenda and future SPE Advisory Committee dates.

#### II. **SARA Student Consumer Protections – Marianne**

Marianne shared a draft one pager on consumer protections with committee members. The idea for the document bubbled up from discussions amongst SPEs at the NASASPS Annual Conference and folks thought there would be value in developing this resource. The document contains examples of key SARA student consumer protections and a brief explanation of SARA membership and participation. Committee members shared feedback on the document and thought this would be a great resource for SPEs to have in their back pocket. A couple of suggestions were to highlight how SPEs work with students on complaints and how they facilitate that process and to group similar items near each other, such as the reporting requirements. Marianne encouraged committee members to email her any additional feedback they have on the document so it can be considered in a revised draft.

#### III. **Committee Composition Discussion– Emily**

Emily provided an update for committee members on the draft membership guidelines and committee mapping project. She shared the final draft guidelines and highlighted items that had been added to the document based on feedback received from SPE Advisory Committee members at previous meetings, including ensuring we're considering succession planning and incorporating a process for that. There was no additional feedback received on the document

and committee members felt comfortable finalizing it as is so that work on appointments could begin in the coming months. Emily let committee members know she would begin working on committee member appointments and outreach in September and provide an update on any new member appointments or members stepping down from serving on the committee at the October SPE Advisory Committee meeting.

#### **IV. SARA Source Alternative – Rachel**

Rachel shared an update on the SARA Source Alternative with committee members and provided several documents to committee members for review in advance of the meeting. She shared information about the history of SARA Source with the committee and provided rationale for going in a new direction with the resource. Tableau would be used for the SARA Source Alternative and data included in it would be updated once a year. Committee members asked questions about the project and its role in NC-SARAs mission. Rachel shared that use of SARA Source would be revisited over the next 2-3 years and the project could be sunset if not used by SPEs. In the meantime, NC-SARA staff will be reaching out to current participating institutions to make them aware of the change.

#### **V. 2024 SPE Conference Updates – Angela**

Angela provided an update on conference planning and let committee members know a more detailed agenda with session descriptions and conference program would be released in advance of the event along with a Know Before You Go (KBYG) for attendees.

#### **VI. SPE Offboarding Checklist – Angela**

Angela shared that the SPE Offboarding Checklist, which was previously shared with this group for feedback, has been posted to the [SPE-secure website](#). The checklist was also shared in the August SPE Newsletter.

#### **VII. Next Steps & Adjourn**

Terri reminded committee members of upcoming meeting dates and adjourned the meeting.

**All remaining 2024 SPE Advisory Committee Meetings** - all occurrences will be held **11:00am-12:15pm MT:**

- Monday, October 28, 2024
- Monday, December 16, 2024

**Zoom meeting information for all 2024 occurrences:**

**Join Zoom Meeting:**

<https://nc-sara.zoom.us/j/87856723058?pwd=SktkWGVKTmVnb0duUWxlQWlzQ0dldz09>

**Meeting ID:** 878 5672 3058

**Passcode:** 648025

**One tap mobile:**

+17193594580,,87856723058# US

+13462487799,,87856723058# US

**Dial in using one of the following numbers:**

• +1 719 359 4580 US

• +1 346 248 7799 US

• +1 669 444 9171 US