



**SPE Advisory Committee Meeting
February 27, 2023 (Virtual)
Meeting Notes**

Committee Attendees Present: Alicia Armijo, NM; Cyd Grua, UT; Kate McCartan, MN; Alex Nally, MA; Paige Smith, WI; Jared Abdirkin, NEBHE; Shelley Pluto, WICHE

NC-SARA Staff: Marianne Boeke, Melanie Booth, Stacey Hogan, Terri Taylor Straut

I. Welcome, Review of Agenda – Melanie (5)

- a. Welcome 2023 members
- b. Agenda overview – anything to add?

Melanie welcomed everyone and reviewed the agenda. There were no additional items added to the agenda.

II. Discussion / update on SPE Support Activities – Marianne (10)

- a. SPE Welcome Kit / Onboarding Process / Orientation Meetings – Terri
 - Terri provided an overview of the SPE Welcome Kit and NC-SARA's new SPE onboarding process.
 - A recommendation was made to consider convening new SPEs again about 3 months after the onboarding to see what questions may come up for them as they begin doing the work.
 - The IT Office Hours for SPEs are scheduled for the last Thurs. of each month.
- b. SPE Leadership Institute – Terri
 - Terri described the configuration of the Design Team for the SPE Leadership Institute (one SPE from each region, 2 regional SARA directors, and 2 board members) as well as the work to develop the framework for the Institute.
 - There was discussion about the workload of SPEs and variety of needs of those in the role. These are concerns of the Finance committee as well.
 - There was a suggestion to gauge the interest AND ability to participate before the program is developed.
 - We discussed using the 4 pillars of SPE Leadership that the Design Team developed (Connector, Communicator, Innovator, & Problem Solver) starting immediately to frame SPE events.

Action Item: Send SPE Advisory team the SPE Leadership Institute summary document.

- c. Overview SPE events: SPE Summit, Workshop, Conference – Marianne

- Marianne started the discussion by asking for feedback on the SPE Summit that we held last week. The general consensus was that the SPE Summit was well-designed and executed. It is particularly helpful when we have SPEs discuss how they use the data, do the work, etc. There was feedback that the last session with Penn Hill was something of a downer. Marianne suggested that it might have been helpful to wrap up with a conversation about how “there is light at the end of the tunnel” and to explain how we believe NC-SARA will be able to respond no matter what happens with neg reg and new language from ED. Mel indicated that we will likely call the SPEs together once we get additional information about neg reg later this spring.

Action Item: Include this framing about neg reg at the SPE Workshop in June.

- SPE Workshop in June: Marianne explained that we are thinking about this workshop as a hands-on event focused on the SARA Portal functionality and potential upgrades to the portal. There was a recommendation that such a workshop would be more efficient if we asked SPEs to think about their needs in advance, to prioritize topics of concern to many SPEs. A few examples of such topics were discussed. Feedback shared that it would be nice to receive a prompt in advance to SPEs to get the questions that are most important to the SPEs.

Action Item: Send a prompt asking for the top issues that SPEs have in the Portal to help make the agenda most useful to the SPEs in attendance.

III. Institution Welcome Kit Draft Version 2 – second round of feedback – Melanie (10)

- a. See and discuss email attachment – this is a reorganized version, by “the work to be done.”

Mel provided the background and then shared the draft of the Institution Welcome Kit. There were no immediate suggestions for “the work to be done.”

Action Item: Send Institution Welcome Kit DRAFT by email for feedback. Please let us know any gaps in the topics by email.

IV. SPE Conference Ideas – Marianne (20)

- Prof Licensure Bookmark presentation
- Accreditors’ panel
- RSC Chair panel about work of RSCs
- Fed Update - Lacey again? Etc.
- Other needs / ideas?

Marianne started the conversation by sharing that last year’s evaluations were the best ever. Mel posted the bullet points of ideas that were in the agenda into the chat in Zoom.

Keep:

- SPEs and Compact Directors as presenters, half-hour breaks, break outs by region and randomly assignment (or self-selection for the breaks)
- Presentations from Cheryl, Russ, and Lacey on professional licensure are always welcome.
- Consistency from year to year creates reassurance that we are on the right track. The opportunity to have us all come together is appreciated.

Change:

- Professional Licensure Bookmark might be a good addition to this year's agenda since professional licensure is an important topic for SPEs.
- Regarding disclosures, we need to get past general disclosures and have exemplars (ex. WGU and yes, they have a huge staff to do this work.)
- RSC panel would explore how the RSCs work in each region (culture & background, state membership renewal apps., etc.), then have real dialog about how to work across the regions.
- Marianne added other topics that are bubbling up for everyone: mergers and acquisitions, aligning renewal dates, etc. The goal is to have a good agenda soon to get feedback on and registration site available in June.
- Consider adding a session by SPEs on Supervised Field Experience tracking. How did states determine that they had more than 10 placements and what they did?
- Consider adding a session on Third-party servicers and the new ED guidance regarding them.

Marianne added a couple more potential topics:

- SARA Complaints—Show the dashboard for complaints.
- New organizational structure for NC-SARA (leadership, core work, budget, etc.)

V. Next Steps & Adjourn (Mel / All) (5)

Future meetings:

- April 10, 10-11:15am MT
- August 24, 11am-12:15pm MT
- October 30, 10-11:15am MT
- December 14, 11am-12:15pm MT