



2017 Annual Meeting Agenda & Schedule of Event National Environmental Health Science & Protection Accreditation Council

Event:	Annual Networking Dinner	Location:	Flanagan's Irish Pub 139 Pearl St. NW Grand Rapids, MI 49503
Date:	Friday July 7, 2017	Time:	5:00 pm - 8:00 pm
Purpose:	Provide an opportunity for members, new and old, to catch up on networking and friendships.		

Event:	Annual Meeting of the Council	Location:	Amway Grand Plaza
Date:	July 8-9, 2017	Time:	8:00 am – 4:45 pm (Sat.), 8 am - 10:30 am (Sun.)
Called by:	Bylaws	Location:	Thornapple Room
Purpose:	Annual business meeting of the EHAC Council. Conduct the routine business of the Council, determine policies and consider the accreditation status of academic EH programs.		

AGENDA

DAY 1: SATURDAY, JULY 8, 2017

Item No.	Time Scheduled	Business Item (Responsible Member)	Materials	Action Required
1.0	8:00 - 8:15	Call to Order (Murphy)		
1.1		Welcome & Introductions <ul style="list-style-type: none"> • All EHAC members, primary reviewers, 2016-2017 site visitors and visitors Introduce new Council members and visitors 	Signup sheet	
1.2		<ul style="list-style-type: none"> • Approval of Agenda 		
2.0	8:15 - 9:30	Officer Reports		
2.1	8:15 - 8:30	Chair's Report (Murphy) <ul style="list-style-type: none"> • Logistics / Housekeeping • Goals for the meeting • Major Accomplishments & Activities 	Agenda	Approval

Item No.	Time Scheduled	Business Item (Responsible Member)	Materials	Action Required
2.2	8:30 - 8:40	Secretary's Report (Suppes) <ul style="list-style-type: none"> Review of the minutes of the last annual meeting (Previously approved by electronic vote.) 	2016 Minutes	Review any Action Items
2.3	8:40 - 9:10	Treasurer's Report (Fletcher) <ul style="list-style-type: none"> FY 2017 YTD Financial Report FY 2018 Proposed Interim Budget 	Report Proposed Interim budget	Approval
2.4	9:10 - 9:30	Executive Director's Report (Treser/Mitchell) <ul style="list-style-type: none"> State of the Council Annual Update of Programs New Website Announcement 	Presentation	Information
3.0	9:30 – 10:00	Standing Committee Reports		
3.1	9:30 - 9:45	Nomination Committee Report (Long) <ul style="list-style-type: none"> Report of Elections Process & Results Call for 2017-2018 Officers Call for Elections Committee Chair Recommendation and Motion 		Information Nominations Volunteer Vote
3.2	9:45 - 10:00	Undergraduate Committee Report (Johnson) <ul style="list-style-type: none"> 2017-2018 programs interested in initial/programs up for reaccreditation Status of conditional programs 	Presentation	Information Information
	10:00 - 10:20	Break (light refreshments provided)		
4.0	10:20 - 11:00	Protocol Visits		
4.1	10:20 - 10:30	AEHAP Update (Marion)	Presentation	
4.2	10:30 - 10:45	Visit from NEHA <ul style="list-style-type: none"> Annual Informative Update Thank you from EHAC 	Presentation	Information
4.3	10:45 -11:00	COSTEP Update (Shugart) (Virtual presentation-via conference call)	Presentation	Information
3.0	11:00 - 11:20	Standing Committee Reports (Cont'd.)		
3.3	11:00 - 11:20	Graduate Committee Report (LaFollette) <ul style="list-style-type: none"> 2017-2018 programs interested in initial/programs up for reaccreditation Status of conditional programs 		
	11:20 - 12:30	LUNCH (<i>On your own</i>)		

Item No.	Time Scheduled	Business Item (Responsible Member)	Materials	Action Required
5.0	12:30 - 2:30	Accreditation Actions (All)		
5.1	12:30 - 1:30	University of Washington (UG)	Self-Study	
		• Report of the Site Visit Team	Site Visit Report	Information
		• Discussion of Program		Discussion
		• Recommendations and Council Action		Vote
5.2	1:30 - 2:30	University of Wisconsin Eau Claire (UG)	Self-Study	
		• Report of the Site Visit Team	Site Visit Report	Information
		• Discussion of Program		Discussion
		• Recommendations and Council Action		Vote
	2:30 - 2:45	Break		
5.3	2:45 - 3:45	Western Carolina University (UG)	Self-Study	
		• Report of the Site Visit Team	Site Visit Report	
		• Discussion of Program		Discussion
		• Recommendations and Council Action		
5.4	3:45 - 4:45	North Carolina Central University	Self-Study &	Vote
		• Report of the Site Visit Team	Site Visit Report	Information
		• Discussion of Program	Site Visit Report	Discussion
		• Recommendations and Council Action		Vote
6.0	4:45	Recess until tomorrow at 8:00 (Murphy)		

DAY 2: SUNDAY, JULY 9, 2017

No.	Time Scheduled	Business Item (Responsible Member)	Materials	Action Required
7.0	8:00 – 8:10	Call to Order (Murphy) Welcome <i>All EHAC members, primary reviewers, 2016-2017 site visitors and visitors</i>	Sign-in sheet	
8.0	8:10-8:40	Policies & Procedures		
8.1	8:10-8:25	EHAC Dues Announcement (Move to dues invoicing from January to October 1 to align with fiscal year)		Discussion
8.2	8:25-8:40	Updated & Revised P&P: Progress Report		
5.0	8:40 – 10:00	Accreditation Actions (Continued)		
5.5	8:40-10:00	State University of New York - Syracuse <ul style="list-style-type: none"> • Report of the Site Visit Team • Discussion of Program • Recommendations and Council Action 	Self-Study Site Visit Report	Discussion Information Discussion Vote
9.0	10:00-10:30	Miscellaneous Business		Date Set
9.1	10:00-10:10	EHAC Meeting 2018 Proposed Date NEHA 2018 AEC, June 25 – 28 Marriott Anaheim Hotel, Anaheim, California		
9.2	10:10-10:20	Recognition & Awards (Murphy)		
9.3	10:20-10:30	Installation of New Officers		
10.0	10:30	Adjournment (Murphy)		

NOTE: All Council Members are invited to join and participate in the **AEHAP Joint Strategic Planning Meeting** being held in this room **beginning at 11:00 a.m..** The purpose of this planning session is to develop a strategic Plan for AEHAP that sets a direction for AEHAP's future and the broad outline of the actions necessary to get it there. Since the two organizations are closely aligned it is important that the plan considers and integrates the needs and requirements of the Accreditation Council.