



**2019 Annual Meeting Agenda & Schedule of Events  
National Environmental Health Science &  
Protection Accreditation Council (EHAC)**

Event:	<b>Annual Networking Dinner</b>		Location:	<b>Caney Fork River Valley Grill 2400 Music Valley Drive Nashville TN 37214 (615) 724-1200</b>
Date:	<b>Saturday July 6, 2019</b>		Time:	<b>6:00 pm - 8:00 pm</b>
Purpose:	Provide an opportunity for members, new and old, to catch up on networking and friendships.			
EHAC Board Members:	Chair – Tania M. Busch Isaksen; Secretary – Chyla Hunter; Treasurer – Mike Fletcher; Vice Chair for Undergraduate Programs – Jason Finley; Vice Chair for Graduate Programs – Sharron LaFollette; Director-At- Large – Don Williams			

Event:	<b>Annual Meeting of the Council</b>		Location:	<b>Opryland Hotel, Nashville, TN Cheekwood G and H (Magnolia Mezzanine Level) – Nashville TN</b>
Date:	<b>Sunday – Monday July 7-8, 2019</b>		Time:	<b>8:00 am – 6pm (Sunday), 8:00am – 5:15pm (Monday)</b>
Called by:	<b>Bylaws</b>			
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 - SUNDAY JULY 7, 2019**

Item No.	Time Scheduled	Business Item (Responsible Member)	Materials	Action Required
<b>1.0</b>	<b>8:00 - 8:15am</b>	<b>Call to Order (Busch Isaksen)</b>		
1.1	8:00 - 8:10	Welcome & Introductions		
		<ul style="list-style-type: none"> <li>All EHAC members, primary reviewers, 2018-2019 site visitors</li> <li>Introduce 2019-2020 Council members and visitors</li> <li>Logistics / Housekeeping</li> </ul>	Attendance sheet	Please sign in
1.2	8:10 - 8:15	<ul style="list-style-type: none"> <li>Approval of Agenda</li> </ul>	Attach. 1, p. 1	Approval
<b>2.0</b>	<b>8:15 – 10:15am</b>	<b>Officer Reports</b>		
2.1	8:15 - 8:30	<b>Chair's Report (Busch Isaksen)</b>		
		<ul style="list-style-type: none"> <li>Goals for the meeting</li> <li>Major Accomplishments &amp; Activities</li> </ul>		
2.2	8:30 - 8:40	<b>Secretary's Report (Hunter)</b>		
		<ul style="list-style-type: none"> <li>Review of the minutes of June 23-24, 2018 annual meeting (Previously approved by electronic vote.)</li> </ul>	Attach. 2, p. 7	Review any Action Items
2.3	8:40 - 9:15	<b>Treasurer's Report (Treasurer Fletcher, Chair Busch Isaksen)</b>		
		<ul style="list-style-type: none"> <li>FY 2019 YTD Financial Reports <ul style="list-style-type: none"> <li>Balance Sheet</li> <li>Profit and Loss</li> <li>Current Actuals and Projections</li> <li>Fiscal Yrs. 2015-2018 - history</li> <li>2018-2019 Approved and Corrected Budgets</li> </ul> </li> <li>FY 2019-2020 Proposed Budget</li> </ul>	Attach. 3, p. 41 Attach. 4, p. 42 Attach. 5, p. 44 Attach. 6, p. 47 Attach. 7, p. 49 Attach. 8, p. 53	Discussion/ Vote
2.4	9:15 - 9:45	<b>Vice Chair for Undergraduate Programs Report (Finley)</b>		
		<ul style="list-style-type: none"> <li>2019 Accreditation Cycle – initial accreditation, reaccreditation and conditional programs <ul style="list-style-type: none"> <li>Program Closer</li> </ul> </li> <li>Updates of Decisions of the Board</li> <li>New Program Directors – approved by Board in 2018-2019</li> <li>2020 programs interested in initial Accreditation – none at this time</li> </ul>		

Item No.	Time Scheduled	Business Item (Responsible Member)	Materials	Action Required
2.4	9:15 - 9:45	<b>Vice Chair for Undergraduate Programs Report (Finley) contd.</b>		
		<ul style="list-style-type: none"> <li>• 2020 programs up for reaccreditation</li> <li>• Distribute sign-up sheets for Volunteer Self-study Reviewers and Site Visitors</li> </ul>	Information Volunteer sign-up sheets	Sign up!
2.5	9:45 - 10:00	<b>Vice Chair for Graduate Programs Report (LaFollette)</b>		
		<ul style="list-style-type: none"> <li>• 2019 Accreditation Cycle – initial accreditation, reaccreditation and conditional programs <ul style="list-style-type: none"> <li>- Program closure</li> </ul> </li> <li>• New Program Directors: <ul style="list-style-type: none"> <li>- East Carolina University</li> </ul> </li> <li>• 2020 programs interested in initial accreditation</li> <li>• 2020 programs up for reaccreditation</li> </ul>	Information  Information  Information  Information	
2.6	10:00 - 10:15	<b>Executive Director's Report (Mitchell)</b>		
		<ul style="list-style-type: none"> <li>• Annual Update of Organization</li> <li>• 50<sup>th</sup> Anniversary of first accreditation</li> </ul>	Information Information	
<b>3.0</b>	<b>10:15 – 12:15pm</b>	<b>Standing Committee Reports</b>		Commit. Struct.
3.1	10:15 - 10:35	<b>Nominations Committee Report (Brown)</b>		
		<ul style="list-style-type: none"> <li>• Report of Elections Process &amp; Results</li> <li>• Call for slate of 2019-2020 Officers and Nominations Committee Chair</li> <li>• Officer slate will be presented later in the meeting for Council vote</li> </ul>		Volunteer
<b>Break</b>	<b>10:35 – 10:55am</b>	<b>Break</b>		
3.2	10:55 - 11:00	<b>Bylaws Committee (Williams)</b>		
3.3	11:00 - 11:15	<b>Policy Committee (Busch Isaksen)</b> <ul style="list-style-type: none"> <li>• EHAC Governing Policy Revision: individual policy and complete document changes - homework.</li> </ul>	Attach. 9, p. 55 (nehspac.org Members page)	Homework
3.4	11:15 - 11:35	<b>Outcome Assessment Article Committee (Gilkey)</b>	Presentation	Discussion
3.5	11:35 - 11:50	<b>Values Committee (Murphy)</b>	Presentation	Discussion
3.6	11:50 - 12:15	<b>Assignments to Standing and Ad-hoc Committees (Busch Isaksen)</b> <ul style="list-style-type: none"> <li>• Bylaws/Policy (merging)</li> <li>• Nominations</li> <li>• Annual Update and Outcomes Assessment Revision</li> <li>• Values/Futures</li> <li>• New Comm. - 2020 Graduate guidelines revision prep</li> <li>• New Comm. - Site Visit "Best Practices"</li> </ul>	Handout	Everyone is requested to sign up for one committee

Item No.	Time Scheduled	Business Item (Responsible Member)	Materials	Action Required
	<b>12:15 - 1:25pm</b>	<b>LUNCH</b>		
3.7	1:25 – 1:30	<b>Announcement of Slate of Officers and Ballot Vote</b>	Ballot	Vote
<b>4.0</b>	<b>1:30 – 2:35</b>	<b>Protocol Visits</b>		
4.1	1:30 – 1:55	<ul style="list-style-type: none"> <li>Visit from NEHA (Pres. Vince Radke and President Elect Priscilla Oliver)</li> </ul>	Information	Discussion
4.2	1:55 – 2:15	<ul style="list-style-type: none"> <li>COSTEP Update (CPT (Ret.) Don Williams)</li> </ul>	Information	Discussion
4.3	2:15 – 2:35	<ul style="list-style-type: none"> <li>AEHAP Update (Treser)</li> </ul>	Information	Discussion
<b>Break</b>	<b>2:35 – 2:55pm</b>	<b>Break</b>		
<b>5.0</b>	<b>2:55- 5:55</b>	<b>Accreditation Actions</b>		
5.1	2:55 - 3:55	<b>California State University – San Bernardino - UG</b>	Self-Study	
		<ul style="list-style-type: none"> <li>Report of the Site Visit Team - Dr. Chuck Treser and CDR Jason Lewis</li> </ul>	Site Visit Report	Information
		<ul style="list-style-type: none"> <li>Program Response – Dr. Lal Mian</li> </ul>		Information
		<ul style="list-style-type: none"> <li>Discussion and Council Action</li> </ul>		Discussion/Vote
5.2	3:55 - 4:55	<b>Central Michigan University - UG</b>	Self-Study	
		<ul style="list-style-type: none"> <li>Report of the Site Visit Team – Dr. Laura Suppes and Mark Houser</li> </ul>	Site Visit Report	Information
		<ul style="list-style-type: none"> <li>Program Response – Dr. Rebecca Uzarski</li> </ul>		Information
		<ul style="list-style-type: none"> <li>Discussion and Council Action</li> </ul>		Discussion/Vote
5.3	4:55 - 5:55	<b>Illinois State University - UG</b>	Self-Study	Vote
		<ul style="list-style-type: none"> <li>Report of the Site Visit Team – Dr. Timothy Murphy and SRG Jason Finley</li> </ul>	Site Visit Report	Information
		<ul style="list-style-type: none"> <li>Program Response – Dr. Guang Jin</li> </ul>		Information
		<ul style="list-style-type: none"> <li>Discussion and Council Action</li> </ul>		Discussion/Vote
6.0	5:55 – 6:00	<ul style="list-style-type: none"> <li><b>Nominations Committee:</b> <ul style="list-style-type: none"> <li>Announcement of 2019-2020 Board members and review 2019-2020 standing and ad-hoc committee members.</li> </ul> </li> </ul>	Information	
<b>7.0</b>	<b>If Time</b>	<b>Standing/Ad-hoc committees (Busch Isaksen)</b> <ul style="list-style-type: none"> <li>Review Charges, committee assignments and develop goals and timelines for 2019-2020</li> </ul>	Handout	Breakouts
<b>8.0</b>		<ul style="list-style-type: none"> <li><b>Recess until tomorrow at 8:00am (Busch Isaksen)</b></li> </ul>		

**AGENDA: DAY 2 – MONDAY JULY 8, 2019**

Item No.	Time Scheduled	Business Item (Responsible Member)	Materials	Action Required
<b>8.0</b>	<b>8:00 - 8:10am</b>	<b>Call to Order (Busch Isaksen)</b>		
		<ul style="list-style-type: none"> <li>• <b>Welcome</b></li> </ul>	Sign-in sheet	Sign
<b>9.0</b>	<b>8:10 - 2:45pm</b>	<b>Accreditation Actions contd.</b>		
9.1	8:10 - 9:10	<b>Indiana University - Richard M. Fairbanks School of Public Health – UG</b>	Self-Study	Vote
		<ul style="list-style-type: none"> <li>• Report of the Site Visit Team – Dr. Mike Fletcher and LCDR Chyla Hunter</li> </ul>		Information
		<ul style="list-style-type: none"> <li>• Program Response – Dr. Steven Lacey</li> </ul>		Information
		<ul style="list-style-type: none"> <li>• Discussion and Council Action</li> </ul>		Discussion/Vote
9.2	9:10 - 10:10	<b>Texas Southern University – UG</b>	Self-Study	
		<ul style="list-style-type: none"> <li>• Report of the Site Visit Team – Dr. Sharron LaFollette and CAPT (Ret.) Don Williams</li> </ul>	Site Visit Report	Information
		<ul style="list-style-type: none"> <li>• Program Response – Dr. Zivar Yousefipour</li> </ul>		Information
		<ul style="list-style-type: none"> <li>• Discussion and Council Action</li> </ul>		Discussion/Vote
<b>Break</b>	<b>10:10 - 10:30am</b>	<b>Break</b>		
9.3	10:30 - 11:30	<b>University of Wisconsin, Osh Kosh - UG</b>	Self-Study	
		<ul style="list-style-type: none"> <li>• Report of the Site Visit Team Dr. Gary Brown, Thomas Deem</li> </ul>	Site Visit Report	Information
		<ul style="list-style-type: none"> <li>• Program Response – Dr. Sabrina Mueller-Spitz</li> </ul>		Information
		<ul style="list-style-type: none"> <li>• Discussion and Council Action</li> </ul>		Discussion/Vote
9.4	11:30 - 12:30	<b>Montana State University - UG</b>	Self-Study	
		<ul style="list-style-type: none"> <li>• Report of the Site Visit Team – Dr. Tania Busch Isaksen and Christopher Sparks</li> </ul>	Site Visit Report	Information
		<ul style="list-style-type: none"> <li>• Program Response – Dr. Seth Walk and Dr. Mari Eggers</li> </ul>		Information
		<ul style="list-style-type: none"> <li>• Discussion and Council Action</li> </ul>		Discussion/Vote
<b>Lunch</b>	<b>12:30 - 1:40pm</b>	<b>Lunch (please review Grad Guidelines)</b>		
9.5	1:40 - 1:45	<b>Welcome back and transition to Graduate Program actions</b>		
9.6	1:45 - 2:45	<b>Western Kentucky University - Graduate</b>	Self-study	
		<ul style="list-style-type: none"> <li>• Report of the Site Visit Team – CAPT (Ret.) Patrick Bohan, Dr. Stephen Johnson</li> </ul>	Site Visit Report	Information

Item No.	Time Scheduled	Business Item (Responsible Member)	Materials	Action Required
		Program Response – Dr. Ritchie Taylor		Information
		<ul style="list-style-type: none"> <li>Discussion and Council Action</li> </ul>		Discussion/Vote
<b>Break</b>	<b>2:45 - 3:00pm</b>	<b>Break</b>		
10.0	3:00 - 3:30	<b>Army Environmental Science Presentation (LTC Bible and COL Ireland)</b>	Presentation	Information
<b>11.0</b>	<b>3:30 - 5:00pm</b>	<b>Business Meeting</b>		
11.1	3:30 - 4:45	<ul style="list-style-type: none"> <li><b>EHAC Governing Policy Proposals</b> <ul style="list-style-type: none"> <li>Council consideration of entire revised policy document</li> </ul> </li> </ul>	Attach. 9, p. 55 (nehspac.org Members page)	Discussion/Vote
11.2	4:45 - 5:00	<ul style="list-style-type: none"> <li><b>Nominations Committee:</b> <ul style="list-style-type: none"> <li>Announcement of 2019-2020 Board members and review 2019-2020 standing and ad-hoc committee members.</li> </ul> </li> </ul>	Information	
11.3	5:00 – 5:15	<ul style="list-style-type: none"> <li><b>Closing thoughts:</b> <ul style="list-style-type: none"> <li>Reminder of 50<sup>th</sup> Anniversary activities</li> <li>Certificates</li> <li>Schedule 2020 Meeting</li> </ul> </li> </ul>	Information	
<b>12.0</b>	<b>5:15 pm</b>	<b>Adjourn</b>		