



**National Environmental Health Science  
& Protection Accreditation Council**

*Enhancing the education and training of students in  
environmental health science and protection*

**2020 (Virtual) Annual Meeting Agenda  
National Environmental Health Science & Protection  
Accreditation Council (EHAC)**

<b>Event:</b>	<b>Annual Meeting of the Council</b>	<b>Location:</b>	<b>Online – via ZOOM</b>
<b>Date:</b>	<b>July 11-12, 2020</b>	<b>Time:</b>	8:00am - 5:00pm PST (Saturday) 8:00am - 5:00pm PST (Sunday)
<b>Called by:</b>	<b>Bylaws</b>		
<b>Purpose:</b>	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.		
<b>EHAC Board Members:</b>	General 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		

## AGENDA: DAY 1 – SATURDAY JULY 11, 2020

Item No.	Time Scheduled	Business Item (Responsible Member)	Materials	Action Required
1.0	8:00 - 8:20am	<b>Call to Order (Busch Isaksen)</b>		
1.1	8:00 – 8:20am	<b>Welcome &amp; Introductions – Roll call</b> <ul style="list-style-type: none"> <li>• All EHAC members, primary reviewers, 2018-2019 site visitors and visitors</li> <li>Introduce new Council members and visitors</li> <li>• Zoom Logistics</li> <li>• Approval of Agenda</li> </ul>	Agenda – Attachment 1	Vote
2.0	8:20 – 10:50am	<b>Officer Reports</b>		
2.1	8:20 - 8:25	<b>Chair’s Report (Busch Isaksen)</b> <ul style="list-style-type: none"> <li>• Goals for the meeting</li> <li>• Major EHAC Accomplishments &amp; Activities during 2019-2020</li> </ul>	Information Information	
2.2	8:25 - 8:30	<b>Executive Director’s Report (Mitchell)</b> <ul style="list-style-type: none"> <li>• Annual Update of EHAC organization – summary</li> <li>• Innovative Degree Program Structure</li> </ul>	Information Information	Discuss/vote
2.3	8: 30 - 8: 35	<b>Secretary’s Report (Hunter)</b> <ul style="list-style-type: none"> <li>• Review of the minutes of July 7-8, 2019 annual meeting (Previously approved by electronic vote.)</li> </ul>	Attachment 2 Information	
2.4	8:35 - 9:05	<b>Treasurer’s Report (Fletcher)</b> <ul style="list-style-type: none"> <li>• FY 2019-20 Balance Sheet – comparison</li> <li>• FY 2019-20 Income and Loss - comparison</li> <li>• 2019-2020 Current vs. Projections</li> <li>• Projected Fee Scenario</li> <li>• FY 2020-21 Proposed Budget</li> </ul>	Attachment 3 Attachment 4  Attachment 5 Attachment 6 Attachment 7	Discussion Discussion  Discussion Discussion Discussion/Vote
2.5	9:05 - 9:30	<b>Vice Chair for Undergraduate Degree Programs (Finely)</b> <ul style="list-style-type: none"> <li>• Updates of Decisions of the Board New Program Directors – approved by Board in 2019-2020</li> <li>• 2019-2020 reaccrediting degree programs</li> <li>• ETSU Conditional Accreditation – Board recommendation</li> <li>• 2020-21 degree programs interested in initial accreditation</li> <li>• 2021 programs up for reaccreditation</li> <li>• Site Visit/Self-study Review Volunteers</li> </ul>	Information Information Information Information  Attachment 8 Information  Information Volunteer	Discussion/Vote (vote via chat box)

		<ul style="list-style-type: none"> <li>Table 2 Self-study Checklist Revision</li> </ul>	Attachment 9	Discussion
2.6	9:30 - 9:35	<p><b>Vice Chair for Graduate Degree Programs (LaFollette)</b></p> <ul style="list-style-type: none"> <li>New Program Directors – approved by Board in 2019-2020</li> <li>2019-2020 reaccrediting degree programs</li> <li>2020-21 programs interested in initial accreditation</li> <li>2021 programs up for reaccreditation</li> </ul>	<p>Information</p> <p>Information</p> <p>Information</p>	
3.0	9:35 – 9:50am	<b>Committee Reports</b>		
3.1	9:35 – 9:50	<p><b>Nominations Committee (Williams)</b></p> <ul style="list-style-type: none"> <li>Report of Elections Process &amp; Results</li> <li>Call for nominations from the floor; Announce Board nominations slate</li> <li>Open Voting</li> </ul>	<p>Information</p> <p>Information</p>	Vote (via Chat Box – <b>click on Leslie Mitchell and send your vote privately</b> )
<b>Break</b>	<b>9:50 – 10:20am</b>	<b>Break</b>		
4.0	10:20 – 11:10am	<p><b>Annual Update Review Report (Gilkey)</b></p> <ul style="list-style-type: none"> <li>Annual Update Survey – Report, Analysis and Suggested Revisions</li> </ul>	Information	Discussion
5.0	11:10 - 12:20pm	<b>Protocol Visits</b>		
5.1	11:10 - 11:40	<ul style="list-style-type: none"> <li>Visit from NEHA (Pres. Priscilla Oliver, Pres. Elect Sandra Long and Exec. Director Dave Dyjack)</li> </ul>	Information	Discussion
5.2	11:40 - 12:00	<ul style="list-style-type: none"> <li>COSTEP Update (CDR Michael Quinn; CDR Elena Vaouli)</li> </ul>	Information	Discussion
5.3	12:00 - 12:20	<ul style="list-style-type: none"> <li>AEHAP Update (Jamie Hisel)</li> </ul>	Information	Discussion
<b>Lunch</b>	<b>12:20 - 1:20pm</b>	<b>LUNCH</b>		
6.0	1:20 – 5:00pm	<b>Standing and Ad-hoc Committee Breakouts</b>		
6.1	1:20- 1:30pm	<ul style="list-style-type: none"> <li>Explanation of Breakout Groups (Busch Isaksen)</li> </ul>	Information	
6.2	1:30 – 2:10pm	<p><b>Breakouts:</b></p> <ul style="list-style-type: none"> <li>Nominations Committee (Williams/Sparks/Hunter)</li> <li>Annual Update Survey Revision Committee (Gilkey/Suppes/Sabty/Li)</li> <li>Marketing (and Values) Committee (Murphy, Treser, Finley, Deem, Lewis)</li> <li>Requirements/Guidelines Revision Committee (LaFollette/Kethireddy/Johnson/Oliver/Busch Isaksen)</li> <li>Site Visit Best Practice/Virtual Site Visits Committee (Fletcher/Houser)</li> <li>Program Mentorship Committee (Mitchell)</li> </ul>	<p>Council Members will breakout into committee groups via Zoom to:</p> <p>Review Accomplishments, Revise Charges, Develop 2020-21 Work plan and Timeline</p>	

6.3	2:10 - 3:00pm	<b>Committees Report Out from Breakout Sessions</b> <b>Breakouts:</b> <ul style="list-style-type: none"> <li>• Nominations Committee (Williams/Sparks/Hunter)</li> <li>• Annual Update Survey Revision Committee (Gilkey/Suppes/Sabty/Li)</li> <li>• Marketing (and Values) Committee (Murphy, Treser, Finley, Deem, Lewis)</li> <li>• Requirements/Guidelines Revision Committee (LaFollette/Kethireddy/Johnson/Oliver/Busch Isaksen)</li> <li>• Site Visit Best Practice/Virtual Site Visits Committee (Fletcher/Houser)</li> <li>• Program Mentorship Committee (Mitchell)</li> </ul>	PPT slide per Committee	Discussion & re-assignment of committees
<b>Break</b>	<b>3:00 - 3:20pm</b>	<b>Break</b>		
7.0	3:20 – 3:30pm	<b>Announcement of New Board Officers</b>		
8.0	3:30 – 5:00pm	<b>Committee Member Reassignments and Breakout Session #2:</b> <ul style="list-style-type: none"> <li>• Bylaws and Policy Committee</li> <li>• Nominations Committee</li> <li>• Annual Update Survey Revision Committee</li> <li>• Marketing (and Values) Committee</li> <li>• Requirements/Guidelines Revision Committee</li> <li>• Site Visit Best Practice/Virtual Site Visits Committee</li> <li>• Program Mentorship Committee</li> </ul>	Links for notes and Charges	Take minutes and update charges and timeline
<b>END</b>	<b>5:00pm</b>	<b>Adjourn</b>		

## AGENDA: DAY 2 – SUNDAY JULY 12, 2020

Item No.	Time Scheduled	Business Item (Responsible Member)	Materials	Action Required
9.0	8:00 - 8:10am	<b>Call to Order (Busch Isaksen)</b> • Welcome – Roll call		
10.0	8:10 - 4:45pm	<b>Accreditation Actions</b>		
10.1	8:10 - 9:10	<b>Old Dominion University - UG</b>	Self-Study	
		• Report of the Site Visit Team – Dr. Sharron LaFollette (Lead) and Mark Houser	Site Visit Report	Information
		• Program Response – Dr. Sean Banaee		Information
		• Discussion and Council Action	<b>CLOSED SESSION</b>	Discussion/Vote
10.2	9:10 - 10:10	<b>West Chester University - UG</b>	Self-Study	
		• Report of the Site Visit Team – Dr. Tim Murphy (Lead) and COL (Ret.) Wendell Moore	Site Visit Report	Information
		• Program Response – Dr. Lorenzo Cena		Information
		• Discussion and Council Action	<b>CLOSED SESSION</b>	Discussion/Vote
<b>Break</b>	<b>10:10 - 10:20am</b>	<b>Break</b>		
10.3	10:20 - 11:20	<b>Missouri Southern State Univ. - UG</b>	Self-Study	
		• Report of the Site Visit Team Dr. Gary Brown (Lead) and CAPT (Ret.) Don Williams	Site Visit Report	Information
		• Program Response – Dr. Mike Fletcher		Information
		• Discussion and Council Action	<b>CLOSED SESSION</b>	Discussion/Vote
10.4	11:20 - 12:20	<b>East Central University - UG</b>	Self-Study	
		• Report of the Site Visit Team – Dr. Mike Fletcher (Lead) and Tom Deem	Site Visit Report	Information
		• Program Response – Dr. Michael Bay		Information
		• Discussion and Council Action	<b>CLOSED SESSION</b>	Discussion/Vote
<b>Lunch</b>	<b>12:20 - 1:20pm</b>	<b>Lunch</b>		
10.5	1:20 - 2:20	<b>California State University - Northridge - B.S. UG &amp; M.S. Graduate Degree Program</b>	Self-study	
		• Report of the Site Visit Team – Dr. Tania Busch Isaksen (Lead) and CDR Jason Lewis	Site Visit Report	Information

		<ul style="list-style-type: none"> <li>• Program Response – Dr. Nola Kennedy</li> </ul>		Information
		<ul style="list-style-type: none"> <li>• Discussion and Council Action</li> </ul>	<b>CLOSED SESSION</b>	Discussion/Vote
<b>Break</b>	<b>2:20 – 2:30pm</b>	<b>Break</b>		
11.0	2:30-4:30pm	<b>Committees Report out to Council</b> <ul style="list-style-type: none"> <li>• Bylaws and Policy Committee</li> <li>• Nominations Committee</li> <li>• Annual Update Survey Revision Committee</li> <li>• Values and Futures Committee</li> <li>• Requirements Guidelines Revision Committee</li> <li>• Site Visit Best Practice/Virtual Site Visits Committee</li> <li>• Program Mentorship Committee</li> </ul>		
12.0	4:35 – 4:40pm	<b>Certificates – Acknowledgement of 2 term Council Members</b>		
13.0	4:40 – 4:45pm	<b>Schedule 2021 Annual Meeting: July 10-12, 2021 – Spokane, Washington</b>		
<b>END</b>	<b>5:00pm</b>	<b>Adjourn</b>		