

Meeting Minutes
INTERNATIONAL FIRE SERVICE ACCREDITATION CONGRESS
DEGREE ASSEMBLY BOARD OF GOVERNORS

Friday, April 5, 2024
Sheraton Oklahoma City Downtown Hotel, Oklahoma City, OK, USA

Chair E. Rob Freese calls the regular scheduled spring meeting of the Degree Assembly Board of Governors to order at 2:17 PM local time on April 5, 2024.

Attendance

Board Members Present: Paula Simone, Marc Rudder, E. Rob Freese, Zeyad Sagr, Terri Wilkin, Josh Crisp, Richard Carroll, Shane Kelley and Darrin Raskopf

Board Members Absent: Joel Davis and Lee Silvi (Public Board Member)

Minutes of the DABOG 2023 Fall Meeting

Motion: Motion by Josh Crisp to approve the DABOG 2023 Fall Meeting minutes. Second. Motion carried.

Review of Agenda

E. Rob Freese reviewed the agenda. Call for nominations for the COG and DABOG added under New Business.

Committee Reports — Degree Assembly Committees

Degree Assembly Planning Coordination Committee (DAPCC)

Terri Wilkin reported for the DA Planning Coordination Committee:

- The Committee held elections for chair and vice chair.
- Members have been assigned to the criteria task group to review the criteria. This task group will be meeting monthly beginning in May.
- The Committee held a discussion regarding recruitment and retention. Further action for this task group will be dependent on if the strategic plan is approved by the membership.
- Members have been assigned to the policies and procedures task group to review the accreditation procedures and program evaluation information and procedures

Motion: Motion by Richard Carroll to accept the report. Second. Motion carried.

Member Applications Update/Membership Withdrawals

None.

DA Institution Status Report/Extension Requests

Callie Mars reviewed the DA Institution Status Report.

The following programs are due for or requested an accreditation or reaccreditation site visit prior to April 2025.

- Cleveland Community College due by April 5, 2024
- Eastern Kentucky University due by September 26, 2024

- Central Oregon Community College due by September 20, 2024
- Gaston College due by September 20, 2024
- Oxnard College due by April 17, 2025
- Chemeketa Community College due by April 14, 2025
- University of Wisconsin – Oshkosh due by April 17, 2025

The following programs are in process of scheduling initial accreditation site visits.

- Kansas City Kansas Community College
- Rowan-Cabarrus Community College

The following entities are requesting an extension:

- Cleveland Community College is due for a reaccreditation site visit by April 5, 2024. The program has requested an extension.

Motion: Motion by Marc Rudder to approve an extension until the next regularly scheduled Board meeting on October 4, 2024. Second. Josh Crisp and Richard Carroll abstained. Motion carried.

- Gaston College is due for a reaccreditation site visit by September 20, 2024. The program has requested an extension.

Motion: Motion by Marc Rudder to approve a six-month extension until March 20, 2025. Second. Josh Crisp and Richard Carroll abstained. Motion carried.

- University of Wisconsin Oshkosh is due for a reaccreditation site visit by April 17, 2025. The program has requested a one-year extension.

Motion: Motion by Josh Crisp to approve a one-year extension until April 17, 2026. Second. Motion carried.

- Central Oregon Community College is due for a reaccreditation site visit by September 20, 2024. The program has requested an extension.

Motion: Motion by Josh Crisp to approve a six-month extension until March 20, 2025. Second. Paula Simone abstained. Motion carried.

Motion: Motion by Zeyad Sagr to accept the Institution Status Report as presented. Second. Motion carried.

Site Visit Reports – Accreditation/Reaccreditations

Dona Ana Community College

The site visit for Dona Ana Community College was conducted November 7-8, 2023. The evaluation team consisted of Marc Rudder (leader), David Bullins (member), and Josh Crisp (reader). The evaluation team had two recommendations. The evaluation team recommends reaccreditation for Dona Ana Community College degree program – Associate of Applied Science in Fire Science Technology and Basic Firefighter Academic Certificate.

Motion: Motion by Paula Simone to accept the evaluation team's report and approve Dona Ana Community College degree program and academic certificate for reaccreditation. Second. Motion carried.

Johnson County Community College

The site visit for Johnson County Community College was conducted November 15-16, 2023. The evaluation team consisted of Josh Crisp (leader), Joel Davis (member), and Richard Carroll (reader). The evaluation team had two recommendations. The evaluation team recommends reaccreditation for Johnson County Community College degree program – Associate of Applied Science in Fire Science Administration and Firefighter Academic Certificate.

Motion: Motion by Terri Wilkin to accept the evaluation team’s report and approve Johnson County Community College degree program and academic certificate for reaccreditation. Second. Motion carried.

Kentucky Community and Technical College System

The site visit for Kentucky Community and Technical College System was conducted February 21-22, 2024. The evaluation team consisted of Josh Crisp (leader), Lee Ennis (member), and E. Rob Freese (reader). The evaluation team recommends reaccreditation for Kentucky Community and Technical College System degree program – Associate of Applied Science in Fire Science Technology.

Motion: Motion by Zeyad Sagr to accept the evaluation team’s report and approve Kentucky Community and Technical College System degree program for reaccreditation. Second. Motion carried.

Portland Community College

The site visit for Portland Community College was conducted March 4-5, 2024. The evaluation team consisted of Lee Silvi (leader), Darrin Raskopf (member), and Keith Menster (reader). The evaluation team had two recommendations. The evaluation team recommends reaccreditation for Portland Community College degree program – Associate of Applied Science in Fire Protection Technology and Career Pathway Certificate Fire Protection Technology.

Motion: Motion by Terri Wilkin to accept the evaluation team’s report and approve Portland Community College degree program and academic certificate for reaccreditation. Second. Motion carried.

University of Florida

The site visit for University of Florida was conducted March 21-22, 2024. The evaluation team consisted of Paula Simone (leader), Terri Wilkin (member), and David Bullins (reader). The evaluation team had one recommendation. The evaluation team recommends reaccreditation for University of Florida degree programs – Bachelor of Science in Fire and Emergency Services and Master of Science in Fire and Emergency Services.

Motion: Motion by Marc Rudder to accept the evaluation team’s report and approve University of Florida degree programs for reaccreditation. Second. Motion carried.

Substantive Program Changes

None.

Proposed policies/procedures amendments or new policies/procedures

None.

Nominations for Emeritus Status

The following were nominated for Emeritus Status:

- Cynthia Brun
- Gary Johnson

Motion: Motion by Josh Crisp to nominate Cynthia Brun and Gary Johnson for Emeritus Status. Second. Motion carried.

Emerging Trends and Innovation

Discussion held on reaching out to NFA to partner with or to support FESHE.

Discussion held on articulation agreements within membership of the Degree Assembly.

Old Business

Discussion held on site visits and the difficulty of filling program evaluation site teams.

Action Item: DA Policies and Procedures task group to review the eligibility criteria for the evaluation team.

New Business

Program Evaluation Site Team Member Training

Discussion held on allowing those members that attended Program Evaluation Site Team Leader Training to also be considered as attending Program Evaluation Site Team Member training since that training was not offered at this conference.

Motion: Motion by Marc Rudder to allow those that attended program evaluation site team leader training to be counted as attending evaluation site team member training based on previous history of merging those training sessions. Second. Motion carried.

Call for Nominations for DABOG

The following were nominated for the DABOG:

Jeffrey Lindsey

Discussion held on the nomination and election process for Board positions, public member, and Council positions. Further nominations may be made and elections will be held during the Degree Assembly meeting.

IFSAC Strategic Plan

Discussion held on the IFSAC Strategic Plan proposed in Agenda Memo K.

Announcements

E. Rob Freese announced the times for the meetings on Saturday, April 6, 2024.

Adjourn

Motion: Motion by Marc Rudder to adjourn. Second. Motion carried. The Degree Assembly Board of Governors adjourned at 3:45 PM local time, Friday, April 5, 2024.

Attendees – IFSAC Degree Assembly Board of Governors (DABOG) 2023 Fall Meeting

Friday, April 5, 2024

Sheraton Oklahoma City Downtown Hotel, Oklahoma City, OK, USA

Note: This list only includes individuals who signed the meeting roster, confirming attendance.

Attendee	Entity/Institution
Billings, Joel	Embry-Riddle Aeronautical University
Carroll, Richard	Cleveland Community College
Crisp, Josh	Gaston College
Ennis, Lee	Rowan- Cabarrus Community College
Freese, E. Rob	Bucks County Community College
Hall, Casey	Kentucky Community and Technical College System
Kelley, Shane	Purdue University Global
Larson, Samantha	University of Wisconsin Oshkosh
Loyd, Jason	Blinn College
McKerry, Shawn	Lakeland College
Niebusch, Richard	Purdue University Global
Raskopf, Darrin	College of Western Idaho
Rudder, Marc	Kentucky Community and Technical College System
Sagr, Zeyad	Arab Fire Safety & Security Academy
Simone, Paula	Central Oregon Community College
Smith, Adam	University of Florida
Thompson, William	Gaston College
Villines, Randy	Ozarks Technical Community College
Warren, William	Gaston College
Wilkin, Terri	American Public University System