

Oklahoma Department of Career and Technology Education Accreditation Advisory Board – Meeting Minutes

Date: May 21, 2025

Time: 2:00 PM

Location: Virtual/ODCTE Offices

Advisory Members in Attendance:

Donna Barton, Andra Beyer, Desi Beyer, Julie Childers, Kerry Eades, Rebecca Eastham, Teena Friend, Travis Graham, Dennis Griffith, Brent Haken, Tina Harjo, Garret Hall, Erik Hedges, Kalin Henneke, Katlyn Hudgins, Jill Lazenby, Sandra McKnight, Julie McCormick, Shelly Mounce, Romel Muex-Pullen, Alan Nahs, Tonja Norwood, Willie Overturf, Darick Pham, Ashley Rink, Steve Robison, Alex Schmidt, Gary Shenold, Joey Vanek, Jessica Ventris, Sarah Weeks.

Welcome and Introductions:

- Andra Beyer opened the meeting by welcoming attendees and reviewing the agenda.
- Accreditation team members were introduced.
- Advisory members introduced themselves, stating their name, place of work, and title.

Accreditation Visit Updates:

- **Fall 2025:** 8 scheduled visits
- **Fall 2026:** 4 scheduled visits
- **Fall 2024 Examiners:** 198 total (97 new, 101 returning), all 26 technology centers and all ODCTE divisions represented
- **Fall 2025 Examiners (Projected):** 223 total (100 new, 123 returning), again representing all technology centers and ODCTE divisions

Special Topics and Updates:

Safety and Civil Rights Updates – Alan Nahs

- Conducting Title IX trainings with tech centers
- Completed pre-visit walkthroughs to identify potential OFIs
- Update on WCAG 2.1 Level AA compliance requirement for Spring 2026
- June 2025 Safety & Security Training planned for maintenance staff; includes guest speaker
- Training link to be included in the Q2 newsletter

Federal Financial Aid Updates – Sandra McKnight

- DOE downsizing: reduced from 10 to 2 regional offices (Dallas office closed, now working with Chicago)
- Slower processing expected due to reduced staff
- Financial Aid pre-visits completed (1-day visits focusing on corrective actions, consumer info, Exhibit 6)
- FAFSA: smoother rollout in 2025, improved Oklahoma high school senior completion rates
- Program approvals ongoing; working on standardization of hours
- Gainful Employment: potential changes anticipated
- Distance Education: asynchronous model remains in use
- Short-Term Pell: pending legislative updates
- 2024–2025: 885 eligible full-time programs approved (600+ hours minimum)
- 2023–2024 Pell Data:
 - 3,293 adult students across 28 districts
 - Avg. grant = \$4,940
 - Total disbursed = \$16,266,221

Discussion Topics

Topic 1: Training and Resource Updates for Examiners

- **Rebecca Eastham** asked about training feedback
 - Joey: Received general feedback that training is overwhelming at first
 - Jessica: Feedback received annually, team adjusts training accordingly
 - Andra: Team leads play a key role in onboarding new examiners
 - Willie Overturf: Suggests creating a mentor system
 - Jill Lazenby: Lead training and checklist needed
 - Romel Muex-Pullen: Click-through paths for easier navigation
 - Joey to create a draft and get her feedback
 - Alex Schmidt: Short handout or video explaining OFIs
 - Erik Hedges: Train examiners on OFI follow-up questioning
 - Jill Lazenby: More time needed for team collaboration on shared standards
 - Katlyn Hudgins: Support for Jill's idea; suggested team lead collaboration

Topic 2: Enhancing Committee Engagement & Impact

- **Romel Muex-Pullen**: Use advisory members as panelists for new members; encouraged the team to increase engagement
- **Rebecca Eastham**: Have advisory members review with technology centers for feedback collection
- **Tonja Norwood**: Suggested using the advisory board to help recruit new examiners

Topic 3: Suggestions for Standard Improvements

- **Jill Lazenby**: Suggested exemptions from redundant documentation for Gold Star schools; proposed pre-fillable documents
- **Shelly Mounce**: Suggested clarifying financial aid sections within standards; maybe add "For Financial Aid Staff Only" designation
- **Dennis Griffith**: Suggested reviewing all technology/IT-related standards if not updated in 10 years

Meeting Adjourned

Accreditation staff thanked all attendees for their time, input, and continued support of the accreditation process.

Minutes prepared by: Desi Beyer

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