

March 1, 2025 SEIC Meeting Minutes

Meeting Recording: <https://youtu.be/vDP3D2Ljwul>

Voting Members in Attendance: Ryan Rushton, Jule Harle, Lance Elzie, Alan Cammack, Elisha McArthur, Rachel Nagle, Mike Aronoff, Jeff Atkins, David Hughes, Wayne Douchkoff (proxy for Joe Moore), Robin Pope, John Browning, Anne Sontheimer, Stacy Leagh-Wildes, RJ Forth, Anthea Raymond, Patrick Higgins

Voting Members Not Present (Submitted Votes 2/28/2025): Tom Burroughs, Ge Wu, Ashley Brown

Guests in Attendance: Tom Dardis (USCG), Robert Kauffman (BoD), Suzanne Britt (BoD), John MacDonald (RAC), Marcos Garcia Norris (AXON)

Staff in Attendance: Beth Spilman (ACA ED), Tara Fairty, Kelsey Bracewell

0:0:22 - Quorum established

0:08:53 - Review of meeting ground rules

0:10:51 - ACA Executive Director Update (Beth Spilman)

0:29:00 - ACA Board President Update (Suzanne Britt)

0:35:45 - Discipline Committee Reports

- 0:35:55 - Intro to Paddling (Jeff Atkins)
- 0:39:04 - Canoe (Kelsey Bracewell for RJ Forth)
- 0:40:15 - Coastal Kayak (John Browning)
- 0:44:43 - Packrafting (Patrick Higgins)
- 0:45:25 - Rafting (Elisha McArthur)
- 0:46:15 - River Kayak (Anne Sontheimer)
- 0:49:48 - Safety and Rescue (Robin Pope for Tom Burroughs)
- 0:51:22 - SUP (Rachel Nagle)
- 0:53:09 - Surf Kayak (Anthea Raymond)
- 0:57:11 - Universal Paddling (John Browning for Joe Moore)

1:03:48 - [Note About Life Jacket / Level 50 Devices Wearage Requirements](#) - Tom Dardis, USCG

1:05:48 - Note about the Competition Council & Rafting - Suzanne Britt

1:10:20 - [SEI Department Report](#) (Kelsey Bracewell)

1:18:30 - SEIC Curriculum Committee Report - Leadership Pathway Update (Ryan Rushton)

1:28:55 - Regional Activity Council (RAC) Update (John MacDonald)

1:33:07 - Break

1:35:00 - Motion 2025-03-01 - Rename Award for Skills Assessment Courses

- 1:45:30 - Friendly amendment to not select the name today (1:47:20)
- 1:50:00 - Motion passes unanimously 20-0-0 as amended

1:50:20 - Motion 2025-03-03 - Raft Guide Certification 2 Year Provisional Review Edits

- 1:54:10 - Friendly amendment proposed to amend two words "should" to "must." Also, housekeeping note to remove ampersands and other acronyms for clarity and greater ease in translation
- 1:58:12 - Second friendly amendment proposal by John Browning
- 2:01:00 - Suggestion by Alan Cammack
- 2:01:50 - Suggestion by Stacy Leagh-Wildes
- 2:02:47 - Friendly amendment accepted
- 2:04:06 - Motion passes unanimously 20-0-0 as amended

2:04:55 - Motion 2025-03-05 - ACA River Kayak Skills Assessment and Guide

- 2:14:10 - Discussion about "critical" items per level
- 2:23:31 - Motion passes 20-0-0

2:04::55 - Motion 2025-03-06 - Adjust Motion Close Date

- Motion passes 19-0-01

2:25:30 - Motion 2025-03-07 - Amend SEIC Operating Procedures - Agenda Date

- 2:27:02 - Comment from Elisha McArthur
- 2:27:14 - Suggestion of 14 days, Stacy Leagh-Wildes
- 2:28:14 - Ryan accepts friendly amendment of 10 days
- 2:31:44 - Comment from Robert Kauffman
- 2:36:26 - Motion Passes 19-0-1 as amended

2:36:50 - Motion 2025-03-08 - Define "candidate" as used in Chapter 6.2.b of the SEIC Policy Manual

- 2:41:43 - Question from Alan Cammack
- 2:43:22 - Note from Ryan about "Maximum number of instructor candidates"
- 2:47:55 - Note from Ryan, "This motion opens up the current policy"
 - Rachel Nagle: "Along with Jeff, I am interpreting this as more restrictive"
- 2:51:15 - Rachel Nagle suggests including updating instructors
- 2:53:29 - Jeff Atkins proposes friendly amendment adding updating instructors as a candidate for the purpose of this motion

- Mike Aronoff mentioned that he always requires his updaters to attend the full course
- 2:56:23 - John accepts the friendly amendment
- 2:57:16 - Motion passes 19-1-0 as amended

2:57:46 - Lunch Break

2:58:00 - New Business - ITC Evaluation Forms

3:00:35 - Introduce Jule Harle as chair of Instructional Committee

- Creation of working group (no motion is needed, per SEIC operating procedures) to develop multi-discipline ITC eval
- Interested ITEs from this meeting place their name in the chat to indicate their interest
 - ITEs interested: Mike Aronoff, John Browning, Jeff Atkins, Robin Pope, Anne Sontheimer
 - Suggested contributors: Marcel Bieg (ITE from Rafting), Trey Moore (IT from RK)
 - ITs interested: Patrick Higgins
- Discipline chairs can also designate an ITE from their discipline (does not have to be on a committee)

3:06:16 - Introduction to breakout room discussion topic #1: eLearning modules

- 3 break out rooms created (15 minutes):
 - Group 1: Jeff Atkins, John Browning, Mike Aronoff, Patrick Higgins, Ryan Rushton, Wayne Douchkoff
 - Group 2: Alan Cammack, Elisha McArthur, David Hughes, Robin Pope, Suzanne Britt (Jule did not join)
 - Group 3: Anne Sontheimer, Lance Elzie, Rachel Nagle, Robert Kauffman, Stacy Leigh-Wildes
- Group 1: about the ACA (History and Benefits), Legal Liability, Risk Management, how to acquire insurance, teaching & learning theory, CMS - how to report courses, how to report and assessment, EEC, Equity and Inclusion initiatives, define “interpersonal skills,” Nows - Notes by Patrick Higgins
- Group 2: ACA overview, CMS, Teaching fundamentals, injury prevention, heuristics, legal aspects of paddling. Discussed that discipline specific information was a bigger lift and would come later. Also discussed pre- vs. post course assessment - Notes by Robin Pope
- Group 3: ACA overview, insurance, CMS, leadership styles, learning styles, barriers to learning, skills/critical eye development, skills assessment, higher levels of navigation and tides (scenarios that are not always available in every venue), module format (mix and match), homework assignments - Notes by Rachel Nagle

3:16:00 - “On a scale from 1 to 3, how important is this?”

- 10 people typed “3” in the chat
- “Don’t let perfection get in the way of progress” - Patrick Higgins
- Comment from Lance Elzie - this helps with consistency of content delivery and professional

legitimacy, and risk management

- Comment from Elisha McArthur: aside from standardization, this helps with tone: "I can't tell you how many ITs have said, "Here comes the boring part about the history of the ACA..."
- Comment from Robin Pope: This can be a way to address issues that the standards committee regularly encounters
- Comment from Robert Kauffman: AI will impact what we are doing here. My experience with NOLS, WEA, Outward Bound..we need to shorten our courses to make them more appealing - we need economize our programs, and the use of online programs really supplements what can be done in-person
- Comment from Stacy Leigh-Wildes: I create eLearnings for a living, and I am passionate about them. This gives an opportunity for us to control the "Face" of the ACA that we want to put forward. These can also be member benefits - to get high quality content out beyond our "elite."
- Comment from Alan Cammack: How much of this is text, versus videos. We need to bring someone in to make quality videos and presentations
- Comment from Jeff Atkins: Stay away from overly technical and theoretical content - if CMS changes in the near future, we don't want our content to become obsolete
- Comment from Suzanne Britt: The ACA goes through their budgeting process in September and October. I suggest making a workgroup to lay out a plan, which "buckets" of information to determine next steps, flesh out ideas, and estimate numbers.

3:25:30 - Introduction to breakout room discussion topic #2: "Code of Conduct" & "Equity & Access Initiatives" on SEIC Documents

"What's going on in Washington"

Seeking feedback to take back to the board of directors

3:30:35 - Open breakout rooms (20 minutes)

- Three groups created:
 - Group 1: Elisha McArthur, Mike Aronoff, Rachel Nagle, Robin Pope, Stacy Leigh-Wildes (Jule did not join)
 - Group 2: Alan Cammack, Anne Sontheimer, John Browning, Lance Elzie, Wayne Douchkoff
 - Group 3: David Hughes, Jeff Atkins, Robert Kauffman, Ryan Rushton, Suzanne Britt

3:31:15 - Welcome back from break out rooms

- Group 1: We should stick to our principles. Diversity, Equity, and Inclusion are part of our bylaws, and we want to serve all paddlers, not just the white men. We would propose a motion to ensure that acknowledgement of the ACA code of conduct is included on the prerequisites on all curriculum documentation (where EEC is shared). We need to maintain our integrity. Notes by Robin Pope.
- Group 2: We are in line with group 1. We want members to sign the code of conduct when joining and each year when you renew (in case the code of conduct changes). There may be a need to break out a thesaurus and place some words that are not highlighted as charged words (such as DEI). If we weave this into everything that we are, we don't have to set aside different statements. I.e., we don't need separate DEI statements, etc - we have one statement about who we are that encapsulates all of this. This could be part of the eLearning content, so it is fresh per each group that you work with. Perhaps condense it so it is a more compact and easy to read document.

- We echo the other groups too - we want the prerequisites for each discipline to be consistent. We also think this could be a great eLearning topic.

3:45:37 - Comment from Elisha McArthur: I had to re-read the code of conduct, this is not an easily accessible document and I often forget it. Seeing it more often (in the context of course requirements), will help engrain the content.

3:47:00 - Comment from Rachel Nagle: Suggest making the code of conduct into an infographic.

3:55:13 - Comment from Stacy Leagh-Wildes: we need exact wording for the documents.

- Course prerequisites: EEC, Code of Conduct
- Need to check all links (especially the EEC link in rafting)
- Acknowledgement of personal compliance with the ACA code of conduct

3:57:34 - Comment from Robin Pope: Draft motion proposal: Participants in ACA programs will agree to follow ACA's code of conduct. A statement to this effect will be placed as part of the course prerequisites, along with a link to the code of conduct.

3:58: 07 - Comment from John Browning: "Understands and acts in accordance with ACA's code of conduct"

4:00:00 - Comment from Ryan: now we'll have three statements: EEC, Code of Conduct, and E&A statements.

4:00:52 - Comment from Robin Pope - EEC and Code of conduct should be included in all courses, including skills courses and assessments. Alan Cammack agreed.

4:06:44 - Motion from Elisha McArthur: Add "Understands and acts in accordance with ACA's code of conduct" to course prerequisites for all ACA courses and curriculum documents.

- 4:07:40 - Ryan Rushton seconds the motion
- **Motion 2025-03-09**
 - EEC and Code of Conduct as course prereqs
 - For instructors: Demonstrates general knowledge of EEC, Code of Conduct, and E&A initiatives in general requirements section (why do we have these, where did they come from, what's the need for these)
 - 13 "yes" votes for inclusion of the above statement
 - 13 "yes" votes to match ACA website wording
- 4:10:00 - Motion passes 14-0-1
 - Comment from Elisha McArthur: I would agree to having the language in the documents match the language on the website of "Equity and Access"

4:16:40 - Motion 2025-03-10: Add Demonstrate General Understand of ACA's EEC and Code of Conduct to Certification documents (Instructor, Guide, and Leader programs)

- Proposed by Ryan Rushton
- Second by John Browning and Robin Pope
- 4:22:18 - Motion passes 12-1-1

4:22:27 - Motion 2025-03-11: Change Demonstrate general knowledge of ACA's DEI Initiatives to ACA's

Equity, and Inclusion initiatives

- Proposed by Ryan Rushton
- Elisha McArthur and Stacy Leigh-Wildes second
- 4:26:45 - Motion passes 15-0-0

4:27:20 - Wrapping up the meeting

- Elisha: Strong work, getting things done!
- Alan: Dancing isn't my strong suit. I appreciate the staying-on-task-ness of this group!
- Mike: I think that this was a well conducted meeting overall, but I did feel rushed to vote on motions that had multiple friendly amendments
- Wayne: Ditto to Alan
- Stacy: "Check Mark" dance move!
- John B: Excellent meeting, I like the check mark! We stayed on task and got a lot done today!
- Robert: Good meeting, I liked the twist of break out rooms - very effective and worked well!
- Suzanne: I think you are rockstars! You'd put marathoners to shame! I am super proud; you are reinforcing what the ACA stands for. Super happy! Thanks for inviting me!
- Patrick: My dance move is, "I'm going skiing!" I'm going to take ideas from the discipline committee reports to my committee to expand - I appreciate the work going forward!
- Anne: Kudos to Ryan for running the meeting, Suz - it was so great for you to be here. "Raise the roof" dance move! Stay strong out there everyone, it's uplifting to be a part of this team.
- Robin: Very nicely done meeting, Ryan! Didn't seem like your first meeting.
- Rachel: I appreciated the breakout groups and I look forward to the eLearning content development. I also felt like Mike - felt rushed voting at the end for the add-on items.
- Jeff: Appreciate the fact that we accomplished so much today! I look forward to the next one, and send people to IPC!
- David: Great job, Ryan! I enjoyed our break out sessions.
- Lance: 6 hours?! Thanks to everyone for helping it not feel like 6 hours.
- Anthea: I am relieved the dance is now optional. Let's keep moving!

Note About Upcoming SEIC Meetings

- Summer 2025 - June 17th @ 7PM Eastern
- Fall 2025 - September 29th @ 7PM Eastern
- Winter 2025 - December 1st @ 10AM Eastern

4:35:35 - Motion to Adjourn.