



NCME Board of Directors Meeting Minutes January 15, 2025

Attendees: Li Cai, Susan Davis-Becker, Amy Hendrickson, Andrew Ho, Leslie Keng, Brad McMillen, Rochelle Michel, Rich Patz, Sonya Powers, Michael Walker, Zach Warner

Guests: Katherine Castellano, Scott Monroe, Josh Wilson

Staff: Melissa Baldwin

- I. Call to Order
 - Ho called the meeting to order at 11:00 am ET
- II. Welcome & Reflections on 2024
 - Ho provided a review of what he has been focused on as NCME president
 - Increased visibility on social media
 - Represented NCME at various conferences
 - Convened presidential summits to encourage a greater sense of community
 - Patz acknowledged the board's focus on important issues over the past year
- III. Presidential Summit for Educational Measurement Programs
 - Ho provided feedback from the presidential summits held on January 9 and 13
 - Board supports NCME creating and managing a list of academic programs that develop educational measurement competencies
 - Attendees provided recommendations to institutionalize support and growth of the pipeline to and through our field
 - Undergraduate programs provide an opportunity to reach potential pipeline
 - Envision the challenges that NCME wants to solve and skills that are needed to work toward a solution
 - The list could be used as a benefit to show value or recruitment tool for organizations
 - Will need to determine how to make the list sustainable for NCME with ongoing changes to programs and faculty
- IV. Special Conference on Artificial Intelligence in Measurement in Education
 - Josh Wilson joined the meeting to provide an update on the 2025 AIME special conference
 - Survey sent to AIME SIGIMIE members asking for volunteers, received 17 responses
 - Could send to all NCME members to increase scope of possible volunteers
 - Trying to secure well known keynote speakers in the AI industry
 - Hoping the location (Pittsburgh) is a draw to local organizations and universities

- so they will encourage staff/students to submit proposals and attend
- Board suggested raising both intended audience types to primary
- Conference website being worked on

V. 2025 Annual Meeting Update

- Katherine Castellano and Scott Monroe joined the meeting to provide an update on the 2025 annual meeting
- Finished draft of the program, will be able to start conflict resolution with AERA program
- Asked the board if they have any suggested topics to fill the few open session slots (i.e., education policy changes)
- **ACTION: Patz to contact Felice Levine and see if there are speakers she is considering whom might be swayed by invitations to AERA and NCME**
- Recommended reducing the length of the post-meeting survey, too long in previous years

VI. Governance: Committees & SIGIMIEs

- Suggested holding a fall meeting of the committee and SIGIMIE chairs to remind them of expectations and discuss plans for the remainder of the year

A. CIAP Charge

- Reviewed proposed new charge for CIAP
- Board likes new charge and is ok with the change
- Information is included in the handbook, does not need board approval
- **ACTION: McMillen to communicate the board's endorsement of the new CIAP charge back to the committee chair**

B. Annual Award

- Proposed new award category for 2026 and beyond "Best Work Contributing to the Ethical Considerations of Educational Research"
- How can it be more focused on education measurement research
- Board suggested the proposal be worked on a bit more and resubmitted for the April board meeting
- **ACTION: Ho and Cai to communicate the board's comments on the new annual award category back to the committee chair**

C. Career Award

- Currently the award focus on "significant contributions" is vague
- Should the criterion of this award include a minimum number of years post PhD or close to retirement
- Preferably 20 years in the field but the committee has the discretion to interpret "significant contributions" and ability to be flexible for special circumstances (i.e., someone who retires or passes away after fewer years, etc.)
- **ACTION: Ho and Cai to communicate the board's comments on the career award criteria back to the committee chair**

D. Classroom Assessment New SIGIMIE

- Plans to propose a Classroom Assessment related SIGIMIE "Assessment

- and Measurement to Support Classroom Learning”
- To be discussed further by the EC

VII. Finance

A. 2025 Budget

- Whereas the NCME board has previewed the budget at its September 2024 meeting in Chicago and discussed it at this January 2025 meeting, be it resolved that the NCME board approves the annual budget for 2025 as presented in today's meeting and in the provided board materials
- Be it further resolved that the board authorizes the executive director to take necessary actions to implement this budget and regularly update the board on how well the organization is following the approved budget
- *A motion to approve the 2025 budget made by Walker and seconded by Hendrickson. Motion carried*

B. Investment Policy Update

- Reviewed the budget and finance committee's recommended updates to the investment policy
- Currently investments lower than 60/40 split, is NCME being too conservative
- Board agreed to let the membership dues and annual meeting registration fees come in and revisit this in April

VIII. Leadership & Organizational Voice

- Reviewed the open letter received from Bruno Zumbo
- Board supported Ho's position on "institutional voice", an official response is outside NCME's core function as a professional organization that "advances theory and applications of educational measurement to benefit society"
- NCME could consider developing a policy on addressing open letters

IX. Executive Director Update

- Patz reviewed his executive director update which focused on the following areas:
 - Membership
 - 1,591 members (1,185 regular, 386 student, 20 emeritus)
 - Will be conducting a lapsed member campaign
 - Finances
 - NCME's financial position improving
 - Anticipate 2024 will close with having met/improved the budget target of \$200K net operating loss
 - Operations
 - Membership renewals have gone out
 - Abstract management system (X-CD) continues to perform well
 - Outreach & Partnerships
 - Joined Friends of IES
 - Joined as an organizational member of the Council of Professional Associations for Federal Statistics (COPAFS)
 - Met with the American Statistical Association
 - Continue to collaborate with AERA and APA on the revision of the Standards
- Discussed request from the SALAL SIGIMIE for a trial membership for school

district staff

- Suggested considering a free 6-month trial membership (from July-December) for those who have never been a member, students not eligible

X. Consent Item

- The minutes from the September 18, 2024 board meeting were approved by consent

XI. Executive Session

- Discussed the executive director evaluation and association management contracting plans
- AMC evaluation was not discussed
- RFP status was discussed and Ethan Gray from Talley has been kept in the loop

XII. Adjournment

- Ho adjourned the meeting at 4:45 pm ET



NCME Board of Directors Meeting Minutes
April 23, 2025
Denver, CO

Attendees: Li Cai, Susan Davis-Becker, Amy Hendrickson, Andrew Ho, Leslie Keng, Brad McMillen, Rochelle Michel, Rich Patz, Sonya Powers, Michael Walker, Zach Warner

Guests: Katherine Castellano, Scott Monroe

Staff: Melissa Baldwin

- I. Call to Order & Welcome
 - Ho called the meeting to order at 4:05 pm MT
 - He thanked the board for their generosity in helping members attend the annual meeting

- II. Approval of Minutes
 - *A motion to approve the minutes from the January 15, 2025 board meeting was made by Warner and seconded by Keng. Motion carried*

- III. Discussion Items
 - A. Annual Meeting Update
 - Katherine Castellano and Scott Monroe joined the meeting to provide an update on the 2025 annual meeting
 - There were some issues with the program designer, may need to shop around like the committee did for the proposal submission platform
 - Is creating a PDF program still necessary if the online program is available and updated in real time
 - Communication difficulties still an issue with AERA, discuss with Robert Smith for cohesion

 - B. AERA Updates, Relationship, Annual Meeting 2026 and Beyond
 - AERA announced replacement for Felice Levine (Dr. Tabbye Chavous)
 - No contract with AERA after this year's annual meeting
 - AERA will be in Los Angeles, CA in April 2026
 - Researched nearby cities (i.e. Anaheim) for potential hotels to hold a separate meeting
 - Should not assume separating from AERA would be less expensive, NCME needs a lot of meeting space which means a higher food and beverage minimum
 - Some members would choose between NCME and AERA because they cannot attend both due to funding and timing
 - Plan is to make a decision by/at the May board meeting

- C. AIME-Con Update
- \$45K in sponsorship already
 - Will be using X-CD for proposal submission platform, proposals due June 15
 - Will have conference proceedings through platform
 - Anticipating 150 attendees
- D. Civil Rights Task Force update
- There will be presentations about the task force on Friday and Saturday
 - Task force requested a @ncme.org email so communication is not coming from a personal/company email
- E. CODIT Pipeline Scholarships Eligibility Criteria
- Providing 5 scholarships at \$1500 each
 - There was a question about the definition of "underrepresented racial and/or ethnic groups"
 - Some students from other race/ethnicities (Middle Eastern, Indian, Canadian, etc.) applied because they thought they were underrepresented
 - Board recommends the committee discuss and decide what race/ethnicities should be considered "underrepresented" for these scholarships
 - Suggested applicants could submit a statement explaining how their background and/or experiences contribute to the diversity of the pipeline (in terms of racial and/or ethnic groups) regardless of their own race or ethnicity
 - **ACTION: Michel to communicate back to the CODIT on the board's recommendations**
- F. Classroom Assessment Conference venue
- Proposal received from the University of Minnesota to host the 2026 classroom assessment conference
 - Need to have at least half of the sponsor dollars secured before setting registration fees
 - Suggest keeping pricing consistent so one location is not a lot lower/higher than the ones from the previous year
 - Timing could be an issue (too close to the annual meeting, some schools still not out in June, other industry conferences)
 - Would like the committee to consider holding the conference at later time
 - *A motion to approve the venue and team for further planning of the 2026 classroom assessment conference with the executive director was made by Ho and seconded by Davis-Becker. Motion carried*
 - **ACTION: Warner to communicate back to the classroom assessment committee on the board's approval, express appreciation for the quality proposal, and ask them to consider other dates**
- G. Mission Fund
- 6 proposals received and after review 2 were selected for funding
 - Committee reached consensus on a proposal to be recommended for funding to the board
 - *A motion to approve the mission fund committee's recommendation was made by Ho and seconded by Hendrickson. Motion carried*
 - **ACTION: Walker to communicate back to the mission fund committee on the board's recommendation and encourage them to consider Indigenous measurement education**

- H. JEM Editor Selection
 - Reviewed information submitted by both candidates for editor
 - Both candidates are excellent and would be successful
 - Ho rank order: 1. Lee, and 2. Hao
 - *A motion to approve Dr. Lee on the list of candidates was made by Ho and seconded by Walker. Motion carried*
 - *A motion to keep Dr. Hao on list of candidates was made by Ho and seconded by Walker. Motion carried*
 - **ACTION: Davis-Becker to communicate back to the publications committee on the board's recommendation and that Ho will be following next steps in the procedures and contacting Dr. Lee**

- I. Working Group on Technical Advisory Committees
 - Ho proposed creating a working group on technical advisory committees to do the following
 - Document the breadth of NCME member service on technical advisory committees
 - Review the range of compositions, designs, and topics for technical advisory committees
 - Propose models for ensuring technical advisory committees expertise remains current and vibrant
 - Would be working with Derek Briggs and the board over the next year, no financial impact
 - *A motion to approve a working group on state technical advisory committees was made by Ho and seconded by Keng. Motion carried*

- J. Fund for Measurement Excellence and Integrity
 - Ho proposed creating an endowed fund for measurement excellence and integrity
 - An email was sent to all past presidents, goal was to raise \$25K by Friday (halfway there)
 - Make it clear that contributions are not limited to past presidents
 - Need to specify how this fund is different than the mission fund
 - *A motion to establish an endowed fund for measurement excellence and integrity was made by Ho and seconded by Warner. Motion carried*

- K. Executive Director Update
 - Membership growing modestly year-over-year
 - Made progress in improving finances
 - Budgeted for a loss of \$200K in 2024 and ended the year with a loss of less than half that
 - Getting \$60K+ from Wiley for 2024 royalties

- IV. Executive Session
 - Discussed litigation-related matters and the association management update

- V. Adjournment
 - Ho adjourned the meeting at 7:15 pm MT



NCME Board of Directors Meeting Minutes May 19, 2025

Attendees: Kadriye Ercikan, Amy Hendrickson, Andrew Ho, Leslie Keng, Brian Leventhal, Susan Lottridge, Brad McMillen, Rochelle Michel, Rich Patz, Sonya Powers, Zach Warner

Guests: Maggie Beiting-Parrish, Katherine Castellano, Pamela Kaliski, Christopher Ormerod, Stefanie Wind, Joshua Wilson,

Staff: Brandon Pezzino on behalf of Melissa Baldwin

- I. Call to Order & Welcome New Board Members
 - Hendrickson called the meeting to order at 7:02 am MT.
 - Hendrickson welcomed new members and discussed upcoming events and provided an overview of the organization's achievements and challenges.
 - All board members introduced themselves and gave a summary of their professional affiliation, current location, first memory of NCME and which committees/SIGIMIEs do you serve as liaison.
 - Format issue noticed on the board book where it was meant to say the next board meetings are in Philadelphia on July 10th-11th and Pittsburgh on October 29th-30th.

- II. How can NCME Help?
 - Hendrickson shared introductory remarks and asked the group how NCME can help with membership, the field of educational measurement and aiding in public understanding of educational measurement?
 - Participants discussed the importance of providing career guidance for professionals at various stages, broadening recruitment efforts, and improving public and organizational understanding of the field's value.
 - Specific suggestions included creating undergraduate-focused sessions at conferences, leveraging insights from other fields like sports analytics and video games to make measurement concepts more accessible, and offering practical training on resume preparation and job search strategies.
 - The group also highlighted the need for better leadership and policy around informing decision-making at national and state levels and discussed the need for additional training on resume writing and creating cover letters, as well as the importance of providing year-round value to members through webinars and other professional development opportunities.
 - Hendrickson shared results from the membership feedback form highlighting the importance of disseminating assessment literacy resources and improving outreach to graduate and undergraduate students.

- III. Annual Meeting: From 2025 to 2026
- A. Katherine Castellano joined the meeting to share/review 2025 NCME Annual Meeting Post-Conference Survey Results.
- Katherine presented survey results, highlighting positive aspects such as the hotel space and Andrew's presidential talk, while noting concerns about the weekend schedule and session logistics.
 - The group discussed potential improvements to session formats, including adjusting discussant roles and encouraging presenters to share materials.
- B. Pamela Kaliski and Stephanie Wind joined the meeting to discuss 2026 conference planning.
- Outlined plans to maintain a similar timeline while focusing on the call for proposals and emphasized the importance of supporting graduate students and early career scholars through the proposal process, mentioning FMEI funding commitments.
- IV. Discussion Items
- A. NCME/SIGIMIE Committees questions/review
- Hendrickson emphasized making sure to reach out to Committee and SIGIMIE chairs to make sure to include liaisons in regular meetings.
 - Reports from those groups will be due on June 27, prior to the July 11th Board meeting also including budget requests.
 - It has been encouraged for the chairs to pick one month to submit to NCME news a 200–250-word article discussing their specific committee or SIGIMIE.
 - Hendrickson would help create a sign-up form for an article submission.
- B. AIME-Con Update
- \$66K in sponsorship currently
 - The team aims to finalize training programs and registration details by July, with registration likely opening between July 1-15.
 - Submissions would likely focus on measurement and AI, rather than data science, and there are plans to add more content on item development to future conferences.
 - Submissions will be closely monitored to see if an extension would be necessary.
- C. Update on Standards Revision Process
- Progress made on the standards revision process, with a new project management model implemented by NCME.
 - Management/Joint Committees are in place.
 - There have been some challenges. Efforts will be made to mitigate some of that with more in-person meetings between the sponsoring organizations and the management committee to keep things moving.
 - One of the goals is to get drafts of chapters out before the end of this calendar year. Better information will be gathered between the meetings in June and August.

- D. Update on the Association Management Company transition
- The board approved the transition to a new association management company, which is proceeding ahead of schedule with transition activities planned to begin in June and are now beginning to engage the new company in transition activities.
- E. Update on NCME Presidential Task Force on Civil Rights
- The group continues to meet regularly with Michael Walker acting as the liaison of the group.
 - Suggestion for an AERA open access publication of documents from the task force and receiving feedback from membership along the same lines of when financial competencies task force was shared, and feedback was given by membership.
- F. Update on TAC Working Group
- Ho provided an update on the tech working group with an emphasis on state technical advisory committees and keeping it lighter and more efficient for ensuring tech expertise remains current and vibrant. Also elevating community awareness on this topic.
 - Twelve task force members in the group currently.
 - An emphasis was put on finding ways to recruit the next generation of TAC members as members have been retiring with the last five years.
 - A mentorship program was proposed to bring in graduate students as potential members and generate interest in the area.
- G. Executive Director Update
- The 2025 annual meeting attendance was particularly good. The financial aftermath is still TBD as reconciliations occur. NCME should be in a way a better financial position in the end.
 - The fund for measurement, excellence, and integrity garnered \$25,000 in donations. The goal for this is to reach \$250,000 in funds and find ways to strategize potential fundraising efforts.
 - The new AMC transition is going well as mentioned.
 - Financial results continue to strengthen and are ahead of last year. Budgeted to run a deficit this year but will get a better picture on this in the fall meeting.
 - Update on the 2026 annual meeting included potential alternate sites proposed to AERA, a commitment made by AERA to make the International Hotel available to NCME in Los Angeles. A contract expected to be in place no later than July.
 - With the recent success from the 2025 annual meeting, it was suggested to continue to partner with AERA at future conferences at this time due to incoming new leadership to keep things streamlined and consistent and re-evaluate in the future as well as the recent success for the 2025 annual meeting in Denver.

- V. Information/Consent Items
- A. Slides from the Orientation for New Board Members and Chairs.
 - B. Minutes from the April 17 Ad-hoc Board of Directors meeting.
 - *A motion to approve April 17 Ad-hoc Board of Directors meeting minutes by Ho and seconded by Keng. Motion Carried.*
 - C. Minutes from the April 23 Board of Directors meeting
 - *Michel proposed correction in section III. E related to the CODIT update and correction to Michel's name being misspelled in the meeting minutes.*
 - *Motion to strike "and oppressed" from April 23 Board of Directors meeting minutes in section III. E*
 - *A motion to approve amended meeting minutes by McMillen and seconded by Ercikan. Motion Carried.*
- VI. Executive Session
- A. Update on the federal litigation case (Rich and Andrew)
 - B. Approve minutes from 4/23 Executive Session
 - C. Contract status for new Association Management Company
- VII. Adjournment
- Hendrickson adjourned the meeting at ___MT.

Appendix: Actions of the NCME Executive Committee taken on behalf of the Board

Approved at the June 10, 2025 NCME Executive Committee Meeting:

- The executive director is authorized to open the necessary business accounts with First Financial Bank, Bloomington, IN with the following individuals as signers: Richard Patz, NCME Executive Director; David Teske, Atria Director of Finance & Administration; John Taylor, Atria CEO
- The executive director is authorized to open an account with Ramp Business Corporation and a Ramp Treasury Account through the First Internet Bank of Indiana with the following individuals as authorized users: Richard Patz, NCME Executive Director; David Teske, Atria Director of Finance & Administration; John Taylor, Atria CEO
- The executive director is authorized to open a merchant processing account with CertelliPay

A motion to approve these authorizations on behalf of the NCME Board was made by Amy and seconded by Andrew. Motion carried



NCME Board of Directors Meeting Minutes July 11, 2025

Attendees: Amy Hendrickson, Kadriye Ercikan, Andrew Ho, Brad McMillen, Rochelle Michel, Zach Warner, Sue Lottridge, Brian Leventhal, Rich Patz, Sonya Powers
Absent: Leslie Keng

Guests: Josh Wilson, Maggie Beiting-Parrish, Chris Ormerod, Stephanie Wind, Atria Team

Staff: Stacey Givens

- I. Call to Order
 - Hendrickson called the meeting to order at 8:30 am ET.
- II. President's Welcome
 - Focus on interconnected challenges facing educational measurement, assessment literacy, and communicating the value of assessment to laypersons.
 - Board discussed opportunities to expand influence of the field.
- III. Overview of the Structure of the Meeting
 - Patz provided details on the meeting plans to cover the Atria transition, financial management, and the transition to the new AMS and website.
- IV. Introducing Atria and the NCME Management Team
 - Atria team and CEO John Taylor were introduced. Board raised questions about the website transition and requested timeline and confirmation that the right stakeholders would be engaged and involved in content reviews.
 - Board noted the importance of key dates during the transition and tools members access via the website as key considerations in the timeline.
- V. Approval of Minutes from May 2025 Board Meeting
 - Motion approved and seconded to approve May 2025 meeting minutes.
- VI. Association Management: Update on Transition Activities
 - Financial Management Transition: local bank in Bloomington (Atria HQ) for checking account allows for easy access by the Atria team to handle in person banking. Vanguard investment account will not change; treasury account with Ramp will earn a 2.5% return and hold most of NCME's cash to support day-to-day operations.
 - **ACTION: Website Transition: in the August newsletter members will be informed of the website refresh with an invitation to provide input. Members will be informed of the switch to a new AMS and the related**

timing for both deliverables.

- Board asked if there is a need to download files/other content and upload into the new content management system, the answer is no; content and web copy will be included as part of the migration timeline. Higher Logic (where content is stored today) will provide an export of all content and the Atria team will create new libraries.
- Files stored on Sharepoint will be migrated to the Atria managed Sharepoint folders.
- **ACTION: Shanna Kinzel (Atria contact for Annual Meeting and SIGIMIEs) to ensure SIGIMIEs and Committees are aware of the tools available for posting and accessing content.**
- **ACTION: Liz Stringer (Atria Marketing and Website migration contact) to provide a communication plan to ensure SIGIMIEs and Committees know the site change and the time allotted for input.**
- Brian Levanthal noted timing of the website launch must consider “high traffic” times when members are accessing key content.
- Andrew Ho noted membership renewal, conference registration, donations as key financial transactions that occur via the website today but may be managed via the AMS post migration.
- **ACTION: Board to provide any critical dates that are not reflected in the operational plan that may affect the website timeline provided by Liz Stringer.**
- Ericikan asked about post-migration support to address any issues; Atria team noted that Member Services will triage, track, and resolve issues submitted. Submission process may be a dedicated email and will include member phone calls.
- **ACTION: Hendrickson to add Website Update to the August Executive Committee meeting.**

VII. Focus on Service

- Board discussed partnership opportunities with organizations like ATP, ASA, CCSSO (Jonathan Moore, Ben Irwin), National PTA (tap into the power of parents)
- **ACTION: Ho and Warner to investigate partnership with complementary associations.**
- Ericikan reiterated relationships with journalists (EWA, Education Writer’s Association, Katherine Gerwitz) and op eds in key publications as a means to elevate NCME and the work of the association.
- Suggestion to create or provide workshops/training on what this field is about, and assessment literacy

VIII. Executive Director Update

- Membership. Patz reviewed membership numbers and noted a pattern that every April membership drops occur when grace period for renewals expires
- Executive Director Search Plans. Expect broader candidate pool as Executive Committee launches the Executive Director search in September 2025. Patz will remain to facilitate the transition after the new ED is selected. A search firm will not be utilized.
- Grow and Diversify Membership: ideas shared include: if you are a member of AERA you can get a discounted membership to NCME. Discussion of bundling

memberships to account for financial hardship of members who may join multiple associations.

- ITC Institutional and individual memberships: leverage in person meetings as membership drives, particularly AIME-Con because that conference may draw more non-members. **ACTION: Offer membership promos to non-NCME members who submitted AIME_Con session proposals.**
- Renewal Campaign: Patz highlighted hardship provisions. Warner noted experienced professionals have been laid off and for them renewal may not be top of mind. Layoffs could present an opportunity to offer resume workshops and tools to navigate the job market. This could be accomplished via the career section of the NCME website (costs to post/find work were suspended).

IX. Strategic Planning

- Patz shared a slide deck outlining mission, vision, values, including examples. The discussion focused on NCME goals (using classroom assessments to improve education)
- Committee work is Board directed, while SIGIMIEs are user generated/led
- The concept of a SIGIMIE should fit into the draft vision statement
- Training & Development Committee: opportunities for this group offer programming throughout the year; to review that is available on the website and actively promote the content.
- The goal: make professional development opportunities available year-round.
- Open questions: where does one find NCME values today? Purpose of the values exercise?
- Patz noted he/the Board will begin the process of drafting values, creating an explicit list used as a guide for decision making.
- Ercikan noted that a risk to written values: things may be omitted, people may be left wondering why some values were included/excluded, behaviors that are inconsistent with the stated values
- Patz presented examples of values applied: financial decisions the Board made to issue hardship grants, graduation students receiving a free one-year membership.
- Patz led the group in a discussion related to NCME's Core Values. Brainstorming ideas included:
 - i. Measurement can be used for public good
 - ii. Anyone with a role in measurement is welcome at NCME
 - iii. Interpretation/use of scores should be fair
 - iv. Reliability/validity
 - v. Accuracy and integrity of data
 - vi. Belief in education
 - vii. Rigorous scientific inquiry
 - viii. Working to reduce differences
 - ix. Reduce achievement gaps in education
 - x. Aligned to societal context
 - xi. Trustworthy
 - xii. Community and partnerships
 - xiii. Do no harm with assessment data
 - xiv. Continuous improvement
 - xv. Innovation, research
 - xvi. Multiple methods/ data sources for assessment

- xvii. Integrity and collaboration
- Brainstorming: Breakout groups discussed values reflected in the work of NCME committees. Group re-convened and ideas shared, including:
 - i. Community
 - ii. Actively pursue initiatives, e.g. mission fund
 - iii. Archives/history: not reflected in mission/vision/values but recognize this group's values in preserving association history
 - iv. Transparency
 - v. Social media/accessible content
 - vi. Science as a value
 - vii. Service, peer review and conference proposal bard service, classroom assessment
 - viii. Service, volunteers, students/ learners
 - ix. Allocating funds

X. Fund for Measurement Excellence and Integrity

- Ho presented a draft of the FMEI for Board comment and indicated that follow-up activities with past presidents were planned. He also presented the idea of selling plushies as a fundraiser. Plushies would be distributed to those who purchased them at in-person events. **ACTION: formalize the distribution process (e.g. purchase online via donation drop-down/checkbox. Receive plushie at on-site event during check-in.)**

XI. Committees & SIGIMIEs

A. AIME-Con

- Committee co-chairs expect solid attendance of 350+.
- Received \$74K in sponsorships. Some discussion of how sponsorships will be handled by NCME; need clarity on how they will be issued.
- Training & Development Ed proposals: 10 received, 9 accepted.
- AI for automation, Scoring (Chris to lead a session on Scoring)
- Expecting six 2-hour sessions and six 4-hour sessions
- The team expects 74 sessions total, 6-7 will be concurrent, with 7 rooms and 24 sessions on Day 1 and 50 sessions on Day 2. Team may decide to run more concurrent sessions and add rooms for Day 2 to ensure they have capacity.
- Callout from Ercikan: event cancellation insurance – what is the mitigation plan if a cancellation is required? **ACTION: Justin Rudisille (Atria lead for AIME-Con) to quantify the risk if the conference is cancelled.**
- Papers: 150 papers to review with two reviews planned per paper

B. Annual Meeting Program Committee

- Proposal submission portal expected to launch August 1.
- New session type: coordinated electronic boards that will be ~5 minutes in duration and presented serially in individual rooms. The final count will be dependent upon submissions received. Authors will draft a set of papers around a specific theme.

C. Standards & Test Use

- **ACTION: Ho to ask STUC to provide more of a substantive update on**

the Standards Revision project to ensure the Board is aware/informed of progress on the rewrite. Info should flow from JC to SMC to STUC to Board.

- Sponsoring Organizations are key stakeholders who will need to formally adopt the revision. NCME does this with 2/3 vote of the Board.
- Review and comment process is critical and more information on plans is sought.

XII. Information Items

A. Committee Reports

1. Awards. If there are no nominations, Ho asked that the award committee chairs seek Board guidance (in advance of the deadline) to allow teams time to solicit submissions.
2. Mission. Committee Chair requested better file sharing capability (i.e. Sharepoint). **ACTION: Shanna Kinzel (Atria) to advise all SIGIMIEs and Committees of their designated Sharepoint sites.**
3. GSIC. Token of appreciation to speakers requested by GSIC. Board felt such gifts may create inequities for webinar speakers from other SIGIMIEs who may not offer the same/similar gifts. Noted that members are asked to speak for free (a perceived honor) and non-members with domain expertise may request be recognized with a token of appreciation such as an NCME swag item (not cash or gift card).
4. Nominating Committee. Process change will be shared by Ho at the August EC Meeting.

B. SIGIMIE Reports

1. LSA. Open question from Michel – what is the survey focus? Warner indicated it is unclear what the survey scope will be and the SIGIMIE is encouraged to focus on a single topic.
2. EOM. Budget request from undergrad researchers to attend the NCME annual meeting to include funding for 4-5 grads to pilot a program. **ACTION: Leventhal to have GSIC send their proposal to the Executive Committee (e.g., via Patz) for review.**

XIII. NCME SIGIMIEs

- SIGIMIE Policy. Open question: is there a need to modify or create policies around creating new SIGIMIEs? Board noted that one idea is that once created, a SIGIMIE duration is 3 years and the group must apply to renew. To facilitate engagement tracking, Board members suggested an “opt-in” for SIGIMIEs when the AMS is launched. The goal is to track engagement and active members. SIGIMIEs could be asked to provide a list of accomplishments that might live on the website.
- SIGIMIE Proposal – AMSL. Review of the proposal to create a new SIGIMIE, its members, and charge. Board voted motion passed unanimously to create the new SIGIMIE.
- **ACTION: AMS to be configured so that members indicate ongoing affiliation with SIGIMIEs as part of membership renewal.**
- **ACTION: January 2026 Board Meeting, focused on Governance, to include a discussion about SIGIMIE policies and the role of the Classroom**

Assessment Committee.

XIV. Executive Session

- Litigation: ED Lawsuit. Progress and developments on the lawsuit were discussed, including the evolving legal strategy.
- Litigation Risk. Issues and implications of the legal analysis shared with the Board were discussed and actions to mitigate ongoing risks identified.

XV. Adjournment

- Hendrickson adjourned the meeting at 3:52 pm ET



NCME Board of Directors Meeting Minutes

October 30, 2025

Attendees: Amy Hendrickson, Kadriye Ercikan, Andrew Ho, Brad McMillen, Leslie Keng, Zach Warner, Sue Lottridge, Brian Leventhal, Rich Patz, Sonya Powers

Absent: Rochelle Michel

Guests: Josh Wilson, Chris Ormerod, Pamela Kaliski, Stephanie Wind, Doris Zahner, Jeff Steedle, Kristen Huff, Atria Team (Dave Teske, Liz Stringer)

Staff: Stacey Givens

- I. Call to Order
Hendrickson called the meeting to order at 8:33 am ET.
- II. Approval of Minutes from July 2025 Board Meeting – minutes were approved.
- III. Review of Agenda
- IV. Executive Director Update

Patz reviewed four priorities: membership: net increase of 173 members (as of October 1) despite a 4% dues increase. Board asked for details on the 173: new grades entering the field? AIMECon registrants? **ACTION:** Patz to assess demographics of the new members. **ACTION: Membership Committee to research new members and begin outreach to get them involved.** Rich also highlighted the collaboration between the Membership Committee and the Atria team with respect to configurations in the AMS (membership database). Finances. Rich noted the organization is in the black after three years of steadily reducing expenses. There were no fall events were hosted in 2022 or 2023, the events added in 2024 contributed to the increase in net income, other factors that led to net income included: positive sponsorship contributions, a steady focus on continued fundraising efforts and supporting the mission. Warner noted that Patz leadership was integral to the financial transformation of the association in three years. Board members also noted that a higher engaged membership that see the value in what NCME offers is also a key impact to the net positive budget. Warner suggested a message to the membership: NCME has used the dues increase in the following ways, the dues increase contributed to the financial turnaround from negative to positive. Charitable Donations: In the past donations were considered income, the

restructured budget will separate donations from income and create three buckets: income, expenses, and charitable giving. Operational Excellence. The shift to ACGI and new website will occur within the next 30d. This will bring change and a need to manage the feedback and input from members, committee members, and SIGIMIE leaders. Outreach. Patz highlighted NCME's response to the restructuring of IES in connection with PAA; he also highlighted progress on the Standards Revisions in partnership with AERA.

Open Questions

Executive Director Transition. Patz will remain engaged in Board activities and onboarding the new ED to facilitate a smooth transition. He will be available though the annual meeting as a support to the ED.

The ED can be a spokesperson for the organization but the decision was that the Board President would serve that function. To increase NCME's public profile will take effort; position statements are challenging for NCME to gain consensus with other organizations. Warner noted that the press does not approach NCME for public comment on issues or topics related to measurement, rather the press contacts specific members (e.g. Andrew); this is an opportunity for NCME to be viewed as an authority on assessment.

AERA Relationship. NCME has a three-year contract with a clause to terminate after year three. As annual meeting planning is underway, the AERA contact has been unresponsive. Financial analysis of alternatives? Benefits of joint annual meeting with AERA. On our own is a financial benefit but the connection with AERA is a value add and avoids the issue of members having to choose one over the other. The topic has been revisited many times and despite the challenges the decision has been to uphold the relationship.

V. 2026 Budget & Financial Matters

Patz reviewed the budget, the new structure (operating income, operating expenses, charitable giving) and the reasons for the shift to a new structure. Acknowledgement of headwinds in the months ahead that may impact the generous giving of recent years. The organization enjoyed unprecedented giving in the prior year (board donations, fundraising, Patz securing a \$25K grant from the Spencer Foundation). The updated reserve spending policy will be ready for the Board to review/approve in January 2026. The goal is to simplify the spending policy and utilize the reserve funds support of the association (e.g. issuance of travel grants). For the January 2026 meeting, Patz will present a high level summary with an appendix linking to the budget details. What the Board reviewed was a snapshot of the conference budget (not actuals).

The goal for the operating budget is breakeven, placing less pressure on the incoming ED to achieve a set income target. The Annual Meeting budget is not finalized; the goal is to avoid an increase in the registration fee, but the preliminary budget reflects a 10% increase. One critical action is to firm up the annual meeting registration rates (goal is to have this done in November). Question from Ercikan: annual meeting expenses are three times higher than AIMECon and AIMECon was managed solo (not in partnership with another association), why pay three times more to partner with AERA? As noted earlier in the agenda, the AERA relationship nets other benefits e.g. collocating the two events eliminates the decision to choose one over the other.

Classroom Assessment Conference is budgeted at breakeven; suggestion to invite vendors to advertise at the conference (direct connection to classroom teachers). Historical note: the Chicago conference welcomed 400+ and CPS was supportive in helping to drive registration. The attendees include teachers and assessment professionals. Suggestion from Lottridge to add a training day for teachers to the Classroom Assessment Conference. Ercikan noted there is an opportunity to integrate content from AIMECon with CACC, "Assessment Informing Digital Learning." Opportunity to rethink outreach and promotions to teachers attending CACC – renew your membership and attend the conference at the member rate. Opportunity to leverage positive financial returns. Lottridge raised a question about asset allocation. **ACTION: Rich/Michael Rodriguez to add Kadriye to the CAC meetings. Board action (or for Executive Committee): to review/approve reflecting the budget in three buckets.**

Lastly Patz noted that the 990 tax return is information only and does not require approval.

VI. Other Updates:

- a. Regional Meet-Ups – the first event was successful, 40 registered and a bit fewer attended. Plans for Iowa in February 2026. Uncertain the final costs of the first event.
- b. Focus Group with Test Development Specialists [Amy]
- c. Fundraising Initiative: NCME Endowment / FMEI [Andrew and Rich] – there is work to be done to create the endowment; the objective is to protect the mission in perpetuity; the mission fund is board directed the endowment is restrictive (the interest on the donations is allocated). He asked if the Board is ok with the Executive Committee taking action to define the endowment process and plan the execution (the Board agreed). No need to change non-profit status to receive charitable contributions to an endowment. Five years of average returns is needed before any significant release of funds; expect returns to be lower in early years. The plan is to utilize the same investment strategy for the endowment as is employed for other investments.
- d. Higher Education Initiative: Affiliation and Directory [Andrew]
- e. Honoring TAC Service [Andrew] – A conscious decision was made to exclude consortia; TAC members can opt in/out or exclude their state from the listing. Discussion included who is missing from the list, how is the list organized, how to contact the individuals (no hyperlinks to email), how often the list would be refreshed. Decision that the Staff and SALAL would be responsible and consulted to update the list annually. The purpose of the list is transparency and a means to diversify/expand the pipeline. Suggestions included categorizing the list by expertise. Hendrickson stated the AIMECon registrants indicated in their involvement and areas of expertise during the registration process. If this data field is not captured in the AMS it might be good to add "area of expertise" and capture emerging professional, scholar, etc.

VII. AMC Transition

- a. **AMS, including renewal campaign** – Liz Stringer presented a schedule of the AMS launch emails (login/update your profile) and the series of renewal campaign emails that will follow the launch.
- b. **Website launch** – the launch will coincide with the AMS on Nov 18. Liz is managing the social media calendar and the social media team will handle journals and posts. Archived materials (currently in Higher Logic) for the Budget & Finance Committee (and all other committees) will be stored in the volunteer Sharepoint folders currently setup for each committee. If documents exist in Higher Logic libraries the files will be moved to Sharepoint. For SIGIMIEs, all files will be moved Buddy Boss (the online community platform that replaces Higher Logic). Warner shared that the website committee felt uninformed about the website migration dates, access to files. **ACTION: Liz to schedule regular meetings with the website committee.** Powers expressed concerns about losing access to the B&F committee documents in Higher Logic. Teske confirmed no files will be lost in the migration. Higher Logic will provide a download of all libraries and these files will be moved to Sharepoint. **ACTION: Shanna to send a message to committees and SIGIMIEs explaining the file transfer process. Committee documents in higher logic will live in Sharepoint; SIGIMIE documents in Buddy Boss.**

Discussion point about governance adjustments/revised charge for the social media and web committees now that Atria will bear greater responsibility for the website updates and maintenance. **ACTION: Board liaisons to review the charge for each committee/SIGIMIE, work with committees to initiate the review process.**

VIII. Information Items

- a. Committee & SIGMIE Reports
 - i. **Test Security SIGIMIE [Leslie]** – when will the on demand link from a recent event be posted to YouTube? **ACTION: follow-up with Liz regarding a message about the Test Security Zoom at max capacity.**
 - ii. **Mission Fund Committee [Kadriye]** – committee to broaden their focus to include the full mission of NCME.
 - iii. **Training and Development Committee [Amy]** – beyond annual meeting, include year round training and development events; expand this to a full committee. Under consideration: implementing an LMS to support course content. Amy will meet with the Atria team to understand cost and timing implications.
 - iv. **Publications:** Chinese Journal: the Board to vote in January whether to renew the term for the publication committee to renew co-editors for a three year term.
 - v. **Nominations Committee.** Ho encouraged the Board to suggest candidates for the 2026 board. Warner suggested Kristin Crawford, Cedar Rose. **ACTION: Send suggested names to Ho. Nominations are due Nov 14. Results will be shared at the January board meeting.**

IX. Discussion and Vote on Proposed Inclusive Measurement for Historically Marginalized Groups (IMHM)

Respondents addressed the concerns raised by the Board/Exec in their revised proposal. Board noted that “academics” were omitted from the target audience. Board voted and approved adding the new SIGIMIE. Suggestion made to consider phase out of SIGIMIEs. This process will be included at the January Board meeting.

X. Federal Statistics Landscape

Patz encouraged the Board to maintain focus and awareness on the federal statistic landscape as it evolves. He engaged ASA on the topic and they expressed interest in hosting a session at the annual conference.

XI. Strategic Plan Update

Patz review values and members provided feedback on edits to the language; reminder that values are new; the mission and vision were pre-existing. Fairness and Transparency: consider splitting these ideas into two values. Scientific Integrity and Professional Standards: are these concepts distinct? Development and Education of Professionals (omit “new”). Grow and Enrich a Vibrant...(change affordable to inclusive). **ACTION: create small group to review/refine the goals and define how goal achievement will be measured.**

XII. Committee Updates / Reports requiring discussion

a. **Annual Meeting [Amy; Pamela and Stefanie join]** – Committee leaders provided an update on actions taken since September: all reviews received; average scores by reviewer, preliminary group of accept/reject sessions, tracking SIGIMIE specific submissions. They will create an accept/reject report. Goal: decision on accepted sessions by Nov 10. Question raised on the percent of sessions that are AI; the committee did not have that data point but noted that AI is the most frequent submission type. The committee will use the tools provided by Kathryn & Scott in 2024. Some consideration given to create a schema to respond to questions submitted, i.e. direct program related to this group, IT questions to another group, profile updates to a different group.

b. **AIME-Con debrief [Josh and Chris]** – early feedback was positive; attendees learned a lot, the survey was distributed on Oct 30 and by afternoon 40 responses were received. Waiting until 2027 seems to be too long of a gap, consider a fall AI conference. Thoughts on what to keep or change for the next committee chair: proceedings, better publication process, tracing via email was subpar, one special issue or two from JMM. Support from Nitin into next year (he agreed to support the program next cycle). Poster session also created opportunity for connection and meeting people. Taco reception hosted by Duolingo was not idea due to distance from the hotel and it was limited to 125 participants.

c. **Graduate Students Issues Committee [Brian]** – recommendation to remove the assistantship program page. In the report the committee requested funding for awards (this was approved). **ACTION: Rich to respond to the committee chairs approving their funding request.**

d. **Standards & Test Use [Andrew; Doris, Jeff, Kristen join]** – Huff presented an update on the Standards Revision Project. The SMC met with the SOs in August and took the action to create a plan for handling public comments that will be reviewed in December. The group is determining

what is required to prepare the draft for public comment to include selecting reviewers for technical accuracy. The comment process will be shared via News@NCME. Comments will be captured by individuals and by people representing an organization. STUC is available to help process and organize the comments. Portal modifications are necessary to capture what organization each commenter is affiliated with.

XIII. Executive Session

a. **Litigation update** – Patz and Ho shared that the Feds are rehiring RIFd workers and NCME is doing a great thing by putting pressure on the government. Some uncertainty if the case will be tossed/dismissed. The preliminary injunction was denied, a motion was filed to dismiss, NCME responded (via the Legal Defense Fund who is handling the case pro bono).

b. **ED Search** – Hendrickson shared there are three candidates and interviews will begin Nov 3 with the goal to make a decision by end of November. Each candidate will have an opening statement. Confidentiality of the candidate names is important as they may know each other. The Board will vote on the finalist via email or a 30-minute meeting. The Board will work with the selected candidate to define the transition period.

XIV. Adjournment

Hendrickson adjourned the meeting at 3:26 pm ET.