



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