



## March 27, 2023 SEIC Meeting Agenda & Meeting Minutes

---

**Location:** Virtual | All times EDT

### Monday, March 27, 2023

#### SEIC Meeting

- 10 AM ET - Call to Order
  - 11:30 ET - 11:40 ET - Morning Break
  - 1:00 - 2:00 pm ET - Lunch Break
  - 3:00 PM ET -3:10 ET - Afternoon Break
  - 4:00 PM - Call to Adjourn
- 

#### Resources:

- [Parliamentary Procedure](#)
- [Operating Procedures](#)
- [Voting Spreadsheet](#)
- [SEIC Policy Manual](#)

#### 10:00 AM ET - Welcome & Call to Order (Anna Levesque)

- Two-word Check-In
  - How you're feeling (one word)
  - What you're bringing to today's meeting (one word)
- Establish Quorum
- Overview of the Meeting
- Ground Rules
  - Raise your electronic hand
  - Speak from the heart and get to the heart of the matter
  - There will be time limits when discussing motions

#### Secretary's Report (Kelsey Bracewell for Laura Zulliger)

- Announce that we will be using video recordings of the meetings in lieu of minutes
- Motion to approve December 2022 SEIC meeting minutes/video recording

**ACA Board President, Dave Lumian's Report - 5 min**

**ACA Executive Director, Beth Spilman's Report - 5 min (Part of ACA Annual Meeting, [here](#))**

**RAC Report - 5 min**

**Liaison Reports:**

- **USCG - 5m**
- **Boy Scouts - 5 min**
- **Robin Pope's Video Report (includes Boy Scouts and USCG) - 10 min**
- **DEI Report Anna - 5 min**

### **Discussion & Vote on Motions**

#### ***Reminders***

Discussion Limits - because of new motion submission procedures via CMS and an online comment / review period available on Slack, motion discussion will be limited during formal meetings.

- Voting & making sure that sheet is pulled up
  - Abstentions are not included in determining the total number of votes cast for or against a motion. They are only counted to ensure the maintenance of quorum.
- Motion Presenter is allowed up to 5 minutes to introduce a motion.
- Comments or concerns are limited to 2 minutes for each attendee (limited to two contributions per motion and not consecutively if others are waiting to share).

#### **Motions:**

- [2023-03-01 Raft Guide Certification](#) - Rafting Committee
- [2023-03-02 Swimming skills revisions to River Kayak curriculum](#) - River Kayak Committee
  - [Venue/level spreadsheet](#)
- [2023-03-03 Level 4 Whitewater Packrafting Instructor Certification](#) - Packrafting Committee
- [2023-03-04 SEIC Operating Procedures: Meeting Recordings in lieu of written meeting minutes](#) - SEI Dept

*\*There are additional motions that did not meet the submission deadline of 2/14, therefore are listed in new business.*

#### **Discipline Committee Reports (Anna Levesque) - [Find & read reports here](#)**

*2 minutes each*

- Intro to Paddling Committee
- Universal Paddling Committee
- Coastal Kayaking Committee
- Rafting Committee
- River Canoeing Committee
- River Kayaking Committee
- River Safety & Rescue Committee
- Stand Up Paddleboard Committee
- Packrafting Committee

[SEI Department Report](#) (Kelsey Bracewell)

SEIC Standards Committee Report (Trey Rouss)

SEIC Instruction Committee Report (Trey Rouss)

SEIC Curriculum Committee Report (Trey Rouss for Laura Zulliger)

**Old Business: (Anna Levesque)**

- SEIC Project List
  - Updates

**New Business: (Anna Levesque)**

- New Motions (submitted after deadline)
  - [2023-03-05 ACA Instructor Emeritus Status](#) - Robin Pope
  - [2023-03-07 Consolidation of Touring and River Canoe disciplines](#) - River Canoe Committee
  - [2023-03-08 Kayak Polo Instructor Endorsement, L1 Skills Course & Skills Assessment](#) - Ge Wu
  - [2023-03-09 SUP Yoga Leader Certification Criteria](#) - SUP Committee
  - [2023-03-10 ITC Mentoring Framework - Within SEIC Policy Manual](#) - SEIC Executive Committee
- New Curriculum documents - review goals, fixes and revisions needed, and deadline for updating/posting to the ACA website.

**Working Topics**

1. Candidate Evals
2. What are the strategies you use to create a safe and open space in your ICWs that encourages ICs to give you both positive and critical feedback?

**Upcoming SEIC Meetings (Anna Levesque)**

- Summer SEIC meeting - June 27, 2023, 7 - 9 p.m. EST
- Fall SEIC meeting - September 26, 2023, 7 - 9 p.m. EST
- Winter SEIC Meeting - December 2, 2023 (Motions open 9/1 and close 10/20)

**Plus/Delta for your experience of the meeting**

**Dance moves :)**

**Adjourn**

## March 27, 2023 SEIC Meetings - DRAFT

Recording of the meeting: <https://youtu.be/dDZ8DGPdzFk>

**Voting members in attendance:** Anna Levesque, Trey Rouss, Ben Morton, Elisha McArthur, Mike Wang, Jeff Atkins, Patrick Higgins, Kyle Thomas, Rachel Nagle, R.J. Forth, Crystal Skahan, Ryan Rushton, Ge Wu

**Guests in attendance:** Beth Spilman, Dave Lumian, Andrea White, Kelsey Bracewell

*Instead of written meeting minutes, the following notes are provided as well as timestamps that correspond with the recording of the meeting, linked above. Please jump to the following time stamps to listen and watch the discussion surrounding each notable meeting component, vote, or report.*

**05:05** – Welcome and check-ins

**08:56** – Quorum established

**11:26** – Formal meeting agenda items start

**12:39** – Motion to approve minutes from previous meeting: December 3, 2022

Brought forth by Trey Rouss

Second by Jeff Atkins

Motion passes with 13 affirmative votes

**13:45** – Report from Chair of ACA Board of Directors, Dave Lumian

**18:01** – Report from ACA Executive Director, Beth Spilman

**23:23** – Report from RAC Chair, Andrea White

**28:45** – Report from SEIC Board Appointment/Liaison to USCG Aux & BSA, Robin Pope (via pre-recorded video)

**37:42** – Comments and questions regarding Robin’s presentation

**43:06** – DEI Report from SEIC Chair and Chair of ACA DEI Board Committee, Anna Levesque

**45:35** – Discussion of SEIC motions begins

**50:28** – [2023-03-01 Raft Guide Certification](#) – Presented by Elisha McArthur for the Rafting Committee

- Friendly amendments to include: inclusion of the +/- in venue description
- Question around the use of “Examiner” and “Exam” language

- Question about a potential update process for these awards – none at this time due to industry
- **1:00:15** – 2023-03-01 Motion passes unanimously with 15 affirmative votes

**1:01:15** – [2023-03-02 Swimming skills revisions to River Kayak curriculum](#) – presented by Kyle Thomas

**1:23:45** – Motion to vote on 2023-03-02 brought forth by Trey Rouss

- Second by Elisha McArthur
- Motion passes unanimously with 15 affirmative votes

**1:25:22** – [2023-03-03 Level 4 Whitewater Packrafting Instructor Certification](#) – presented by Patrick Higgins for the Packrafting Committee

- Friendly amendments to include venue wording revision and the removal of reference to the APA Packrafting Manual from the curriculum outlines
- **1:40:26** – Motion to vote on 2023-03-03 brought forth by Kyle Thomas
  - Second by Jeff Atkins
  - Motion passes unanimously with 15 affirmative votes

**1:41:41** – [2023-03-04 SEIC Operating Procedures: Meeting Recordings in lieu of written meeting minutes](#) – presented by Kelsey Bracewell for the SEI Dept

- Motion to vote brought forth by Jeff Atkins
- Second by Elisha McArthur
- Motion passes unanimously with 15 affirmative votes

**1:45:40** – Discipline Committee Reports

- 1:45:50 – IPC
- 1:47:46 – Universal
- 1:52:30 – CKC
- 1:56:00 – Rafting
- 1:57:55 – Canoe
- 2:00:25 – RKC
- 2:05:54 – SWR (Presented by proxy Elisha McArthur)
- 2:08:58 – SUP
- 2:11:50 – Packrafting

**2:12:38** – [SEI Department Report](#)

**2:28:07** – Standards Committee Report, Curriculum Committee, and Instructional Committee Report delivered by Trey Rouss

**2:45:19** – Old Business and SEIC Project List

**3:02:45** – New Business

**3:03:12** – Motion [2023-03-05 ACA Instructor Emeritus Status](#) – presented by Ben Morton for Robin Pope

- Questions raised: is that status to be automatic? Are there application criteria? Who reviews and approves? Are there processes for removing the status should it become necessary? What recognition/award should be given?
- **3:19:30** – Motion to table this motion: Jeff Atkins
  - Second Ge Wu
  - 11 in favor to table, 1 against
- Motion is tabled; to be discussed again at the June 2023 meeting

**3:21:24** – [2023-03-07 Consolidation of Touring and River Canoe disciplines](#) – presented by R.J. Forth for the River Canoe Committee

- Discussion about equal representation for Touring and River on the committee
- Suggested representation: 33% / 33% / 33% (Other)
- Suggestion accepted
- **3:33:42** – Friendly amendment: check in, review, and update ratio of representation as needed
  - The Canoe Committee takes responsibility for maintaining balance in its membership composition
- **3:43:43** - Motion passes unanimously with 15 affirmative votes

**3:46:00** – [2023-03-08 Kayak Polo Instructor Endorsement, L1 Skills Course & Skills Assessment](#) – presented by Ge Wu

- Motion second by Kyle Thomas
- **3:51:58** – Motion to vote: Kyle Thomas
  - Second: Elisha McArthur
- Motion passes with 14 affirmative votes and 1 abstention

**3:54:14** – [2023-03-09 SUP Yoga Leader Certification Criteria](#) – presented by Rachel Nagle for SUP Committee

- **3:59:33** – Motion to vote: Jeff Atkins
- Second Patrick Higgins
- Motion passes with 14 affirmative votes and 1 abstention

**4:00:25** – [2023-03-10 ITC Mentoring Framework - Within SEIC Policy Manual](#) – presented by Anna Levesque for the SEIC Executive Committee

- Suggested friendly amendment: Add this verbiage to SEIC policy section 4 concerning ITE maintenance (accepted)
- Motion to vote: Patrick Higgins
- Second: Crystal Skahan
- Motion passes unanimously with 14 affirmative votes

**4:16:17** – Curriculum Formatting Discussion

**4:30:57** – Working topics

- Instructor Candidate Evals
- What are the strategies you use to create a safe and open space in your ICWs that encourages ICs to give you both positive and critical feedback?
- Not enough time was available to conduct these discussions; they will be re-visited during June 2023 meeting

**4:42:00** – Upcoming SEIC Meeting Dates

- Summer SEIC meeting - June 27, 2023, 7 - 9 p.m. EST
- Fall SEIC meeting - September 26, 2023, 7 - 9 p.m. EST
- Winter SEIC Meeting - December 2, 2023 (Motions open 9/1 and close 10/20)

**4:42:50** – Plus/Delta & Dance Move for this meeting

**5:00:37** – Motion to Adjourn: Anna Levesque

- All in favor
- See you next time!