



Call for Nominations

State Authorization Network (SAN) SANSational Awards

June 28, 2022

The SANSational Award recognizes outstanding efforts by WCET State Authorization Network (SAN) member institutions and organizations in developing a high-quality, comprehensive solution to a challenging state authorization issue. This award is meant to showcase good practice in state authorization work while encouraging others to strive for continued progress.

Works Nominated for the WCET SANSational Award should:

- Present solutions that meet the requirements and needs of regulators, participation in the State Authorization Reciprocity Agreements (SARA), the institution, or (most especially) students.
- Demonstrate a clear, comprehensive, and practical solution to meeting compliance requirements.
- Exhibit capability to be adapted or replicated as a model for others.
- Meet the requirements of the sub-category and submission guidelines.

Eligibility

SAN members (institutions, organizations, or corporations) in good standing are eligible to be nominated for a WCET SANSational Award. Members may nominate themselves for the award. Members are encouraged to look to their own campus and to those of their network for successful works that meet the award criteria. Members should encourage their colleagues to submit a nomination.

Awardee Selection

The SANSational Award Committee, comprised of Jeannie Yockey-Fine of NC-SARA, Sharyl Thompson of HER Consulting, Brandie Elliott of Missouri Online (a 2020 WCET SANSational award winner), and LaDonna Rodvold of The University of South Dakota (a 2021 WCET SANSational award winner) will review all nominations and select the recipients. The award committee may grant a **maximum** of three awards per category **and** reserves the right to grant fewer than three awards per category.

The committee will use the enclosed rubric (*see pg. 6*) to conduct a general review of each submission on an individual basis. Final awardees will be determined through deliberation and discussion with the entire committee.

Awardee Recognition

Winners will be acknowledged in the following:

- Institutions and project descriptions will be featured on the SAN website and WCET Frontiers blog;
- Publicly announced during a SAN Coordinator Call and WCET Annual Meeting*;
- May choose to have their award presented to them in-person pending SAN staff availability and interest of the winning institution.*

This award showcases innovative solutions to challenging compliance issues which can be replicated or adapted by other institutions. In that spirit, we ask that SANSational winners work with us in the following ways to share their admirable work:

- With the assistance of SAN staff, prepare and coordinate a 20-minute virtual presentation describing the winning project. This will be pre-recorded (**not live!**) via Zoom video conferencing and included in the public [SANSational project library](#).
- Participate in a panel discussion about their winning project, with all SANSational Award recipients during SAN's **Open Forum** on **February 14, 2023** at 2pm ET/ 12pm MT.

**Pending ongoing impact of COVID-19*

Award Criteria

The SANSational Award recognizes outstanding efforts by SAN member institutions and organizations in applying an innovative solution to challenging state authorization work. Well-written nominations, free of grammatical errors, that directly address each criterion are encouraged to apply for this competitive award. Each nomination should include examples, such as links to the work.

The total submission should **not** exceed four pages. Supplemental materials may be provided; however, brevity is encouraged.

Incomplete submissions will **not** be presented to the award selection committee.

All nominations must be submitted by email to san-info@wiche.edu using the corresponding form found on the [SANSational Awards Call for Nominations website](#).

Categories for 2022

SANSational Award will be awarded separately in each of the following categories:

- Licensure Programs: Managing state approvals, disclosures, and notifications
- Location: Identifying student location and reporting such information
- Compliance Innovations: Institutional policy, tools, compliance teams, or novel compliance management practice

Licensure Programs: Managing state approvals, disclosures, and notifications

Licensure-track programs require special attention to detail. Institutions must seek program approval by a state licensing board, if required, in the state where the activity occurs.

Additionally, institutions who participate in federal programs (Title IV and Veterans Assistance) and reciprocity through SARA, must provide clear notifications about an institution's status regarding professional licensure-track programs in each state per Federal and state regulations. Submissions in this category may explore some or all the following:

- How do you manage approval procedures, maintenance, and cross-institution coordination for state board requirements?
- How does state level work connect to disclosures and federally required notifications for purposes of Title IV and Veterans Assistance program participation?
- How does the institution pivot, plan and address changing state or federal rules?

Applicants should describe their process and address the following criteria on the nomination form:

- Processes. Describe how the institution conducts research, prepares, and seeks applicable approvals, and drafts/disseminates applicable disclosures. Explain how these processes engage institution-wide stakeholders.
- Ease of use. Explain how the public **and** the students receive and inquire of state approvals and/or disclosures.
- Ease of understanding. Provide the language and explain why your institution took that approach for compliance practice. Describe the institution's student friendly and transparent practices.

Location: Identifying student location and reporting such information

To be successful in assuring state and Federal compliance for institutional state authorization and requisite professional licensing board approvals for licensure-track programs, each institution needs to know where their students are when receiving the instruction and when engaged in an internship, practicum, etc., —and be able to report that information to internal and external stakeholders.

Describe any technologies or tools used to determine, track, and report on student location. Also, who at your institution is involved in the tracking and reporting for student location?

Applicants should describe their processes and address the following criteria:

- **Comprehensive.** Describe the process (or processes) used to account for all out-of-state students enrolled in distance education courses and/or out-of-state field experiences (internships, field trips, etc.). Describe the institutional process to identify student location regardless of modality per Federal regulations 34 CFR 600.9(c)(iii) & 34 CFR 668.43(c). Describe the roles of the individuals involved in creating these tools and processes.
- **Frequency.** Describe the frequency with which you identify where your students are located and why you believe that frequency is appropriate. Who do you report this information to?
- **Student Requirements.** Describe how your processes address a student who wishes to opt out of identifying the location of field experiences. Describe what your institution does if/when you learn a student is located in a state where the activity is not authorized, or the activity does not meet prerequisites for licensure or certification in the state.
- **Practical.** How do your processes limit the burdens on administrators and students, while still meeting regulatory requirements?

Compliance Innovations: Institutional policy, tools, compliance teams, or novel compliance management practice

Institutions must determine effective methods to create compliance management plans. These methods are completed by teams of key stakeholders or individual staff members. Please describe the innovative methods, practices, tools, or other inspired processes your institution has implemented to manage compliance. Also, describe how you obtained “buy-in” from those involved in or responsible for state authorization, SARA, or professional licensure compliance.

Applicants should describe their process and address the following criteria: on the nomination form:

- Development process. Describe how you created this innovation. Include the steps from idea inception through implementation and who was involved at each phase.
- Ease of understanding. Describe how the innovation was communicated to and received by your institution.
- Ease of use. Describe how another institution may adapt your innovation to their institution.
- Administrative details. Please provide any other details germane to your innovation. (for example: amount of time it took for the entire process, how the budget was affected, what department funded the innovation, etc.)

Deadline to Apply: Friday, July 15, 2022

How to apply:

- Please visit wcetsan.wiche.edu/resources/sansational-awards-call-nominations to download a word version of the submission form for the corresponding category.
- Complete the submission form in accordance with the information provided in the Call for Nominations.
- All materials must be submitted by email to san-info@wiche.edu.
- Please include supplemental material as hyperlinks in the submission form, if possible. If not, please email with your submission form to the above email address.

All Award winners will be notified by August 12, 2022

Questions: Cheryl Dowd at cdowd@wiche.edu or 303-541-0210

2022 SANSational Award Rubric

Please rank each submission on its own merits using the following four areas described below on a 5-point scale (for a total of 20 points per submission). With 5 being the highest.

Criteria	Ratings					Pts
1. Present solutions that meet the requirements and needs of regulators, SARA, the institution, and (most especially) students.	5 pts Excellent Masterfully addresses relevant concepts	4 pts Good Accurately addresses relevant concepts and meets needs	3 pts Fair Accurately addresses relevant concepts, but partially meets needs	2 pts Needs Improvement Partially grasps relevant concepts and/or partially meets needs	1 pt Minimal Lacks application of relevant concepts	5 pts
2. Demonstrate a clear, comprehensive, and practical solution to meeting compliance requirements.	5 pts Excellent Elegant, thorough, and masterfully implemented solution	4 pts Good Clear and well-implemented solution	3 pts Fair Relatively clear and practical	2 pts Needs Improvement Unclear; only moderately practical	1 pt Minimal Lacks clear, comprehensive or impractical	5 pts
3. Exhibit capability to be adapted or replicated as a model for others.	5 pts Excellent Easily adaptable	4 pts Good Adaptable, but somewhat specific to the context of the institution	3 pts Fair Adaptable, but very specific to the context of the institution	2 pts Needs Improvement Promising; not easily replicated	1 pt Minimal Lacks ability to be adapted or replicated	5 pts
4. Meet the requirements of the sub-category and submission guidelines. <u>Please see Call for Nominations.</u>	5 pts Excellent Masterfully applies relevant concepts with excellent work.; Well-constructed, free of grammatical errors	4 pts Good Correctly applies relevant concepts with successful work; Sufficiently constructed, free of grammatical errors	3 pts Fair Partially applies relevant concepts and skills with sufficient work; Addresses requirements, some grammatical errors	2 pts Needs Improvement Reflect serious misunderstandings of relevant concepts with insufficient demonstration of work	1 pt Minimal Lacks application of relevant concepts; Does not meet one or more submission requirements	5 pts