



**Call for Nominations**  
**State Authorization Network (SAN) SANSational Awards**  
***June 14, 2023 – July 14, 2023***

The SANSational Award recognizes outstanding efforts by 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 SANSational Award should:**

- Present solutions that meet the requirements and needs of regulators, participation in the State Authorization Reciprocity Agreements (SARA), the institution, or 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 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, Bill Hall of Campbell University (a 2022 SANSational award winner), and LaDonna Rodvold of The University of South Dakota (a 2021 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:

- Be recognized on the SAN website as an award winner.
- Be presented with your award in person at your institution with your peers and leaders!
- Be recognized at the SAN Coordinator Meeting at the WCET Annual Meeting.
- Present your award-winning project to SAN members via a short recording.
- Be allowed to display the SANSational Award logo on their website and printed materials indicating that they have been awarded the SANSational Award.

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** in late 2023/early 2024 at 2pm ET/ 12pm MT.

## **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](mailto:san-info@wiche.edu) using the corresponding form found on the [SANSational Awards Call for Nominations website](#).

## **Categories for 2023**

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

- Licensure Programs: Managing state approvals, disclosures, and notifications;
- Location: Identifying student location and reporting such information; or

- 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 the process addressing 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.

Submitters should first consider whether their proposal addresses an aspect of professional licensure management or identifying student location before choosing this category.

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.)

Examples include by are not limited to:

- Institution Wide Policy to Manage Compliance
- Student Educational Tool to Understand Out-of-State Compliance
- Faculty and Staff Tool to Understand Out-of-State Compliance
- Data Collection Tool for Compliance Support

## **Deadline to Apply: Friday, July 14, 2023**

### **How to apply:**

- Please visit [wcetsan.wiche.edu/resources/sansational-awards-call-nominations](https://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](mailto:san-info@wiche.edu).
- Please include supplemental material as hyperlinks in the submission form, if possible. If not, please email your submission form to the above email address.

## **All Award winners will be notified by mid-August 2023**

**Questions:** Jana Walser-Smith at [jwalsersmith@wiche.edu](mailto:jwalsersmith@wiche.edu) or 303-541-0289.



## SANSational Award Rubric

Please rank each submission on its own merits using the following five areas described below on a 5-point scale (for a total of 25 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.	<b>5 pts Excellent</b> Masterfully addresses relevant concepts	<b>4 pts Good</b> Accurately addresses relevant concepts and meets needs	<b>3 pts Fair</b> Accurately addresses relevant concepts, but partially meets needs	<b>2 pts Needs Improvement</b> Partially grasps relevant concepts and/or partially meets needs	<b>1 pt Minimal</b> Lacks application of relevant concepts	5 pts
2. Demonstrate a clear, comprehensive, and practical solution to meeting compliance requirements.	<b>5 pts Excellent</b> Elegant, thorough, and masterfully implemented solution	<b>4 pts Good</b> Clear and well-implemented solution	<b>3 pts Fair</b> Relatively clear and practical solution	<b>2 pts Needs Improvement</b> Unclear; only moderately practical solution	<b>1 pt Minimal</b> Lacks clear, comprehensive <b>or</b> impractical solution	5 pts
3. Exhibit capability to be adapted or replicated as a model for others.	<b>5 pts Excellent</b> Easily adaptable	<b>4 pts Good</b> Adaptable, but somewhat specific to the context of the institution	<b>3 pts Fair</b> Adaptable, but very specific to the context of the institution	<b>2 pts Needs Improvement</b> Promising; not easily replicated	<b>1 pt Minimal</b> 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>	<b>5 pts Excellent</b> Masterfully applies relevant concepts with excellent work.	<b>4 pts Good</b> Correctly applies relevant concepts with successful work	<b>3 pts Fair</b> Partially applies relevant concepts and skills with sufficient work	<b>2 pts Needs Improvement</b> Reflect serious misunderstandings of relevant concepts with insufficient demonstration of work	<b>1 pt Minimal</b> Lacks application of relevant concepts; Does not meet one or more submission requirements	5 pts
5. Provides appropriate links and is well written. Grammar etc.	<b>5 pts Excellent</b> Well-constructed, free of grammatical and spelling errors	<b>4 pts Good</b> Sufficiently constructed, free of grammatical and spelling errors	<b>3 pts Fair</b> Construction only fair with some grammatical and spelling errors	<b>2 pts Needs Improvement</b> Construction is weak with several grammatical and spelling errors.	<b>1 pt Minimal</b> Difficult to follow the construction with complete lack of care for grammar and spelling.	5pts