



U.S. House of Representatives COMMITTEE ON ETHICS

Employee Post-Travel Disclosure Form

[x] Original [ ] Amendment

This form is for disclosing the receipt of travel expenses from private sources for travel taken in connection with official duties. This form does not eliminate the need to report privately-funded travel on the annual Financial Disclosure Statements of those employees required to file them. In accordance with House Rule 25, clause 5, you must complete this form and file it with the Clerk of the House, B-81 Cannon House Office Building, within 15 days after travel is completed. Please do not file this form with the Committee on Ethics.

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

- 1. Name of Traveler: Kathy Valle
2. a. Name of Accompanying Relative: OR None [x]
b. Relationship to Traveler: [ ] Spouse [ ] Child [ ] Other (specify):
3. a. Dates: Departure: August 6, 2019 Return: August 7, 2019
b. Dates at Personal Expense, if any: OR None [x]
4. Departure City: Washington, DC Destination: Stevensville, MD Return City: Washington, DC
5. Sponsor(s), Who Paid for the Trip: Postsecondary National Policy Institute
6. Describe Meetings and Events Attended: Attended a seminar on higher education accreditation. See agenda for additional information.
7. Attached to this form are each of the following, signify that each item is attached by checking the corresponding box:
a. [x] a completed Sponsor Post-Travel Disclosure Form;
b. [x] the Primary Trip Sponsor Form completed by the trip sponsor prior to the trip, including all attachments and the Grantmaking or Non-Grantmaking Sponsor Forms;
c. [x] page 2 of the completed Traveler Form submitted by the employee; and
d. [x] the letter from the Committee on Ethics approving my participation on this trip.
8. a. I represent that I participated in each of the activities reflected in the attached sponsor's agenda. Signify statement is true by checking the box: [x]
b. If not, explain:

LEGISLATIVE RESOURCE CENTER
2019 AUG 21 PM 3:59
OFFICE OF THE CLERK
U.S. HOUSE OF REPRESENTATIVES

I certify that the information contained on this form is true, complete, and correct to the best of my knowledge.

Signature of Traveler: [Handwritten Signature] Date: 8/13/19

I authorized this travel in advance. I have determined that all of the expenses listed on the attached Sponsor Post-Travel Disclosure Form were necessary and that the travel was in connection with the employee's official duties and would not create the appearance that the employee is using public office for private gain.

Name of Supervising Member: Robert C. "Bobby" Scott Date: 8/21/19
Signature of Supervising Member: [Handwritten Signature]



U.S. House of Representatives  
**COMMITTEE ON ETHICS**

**Sponsor Post-Travel Disclosure Form**

Original  Amendment

This form must be completed by an officer of any organization that served as the primary trip sponsor in providing travel expenses or reimbursement for travel expenses to House Members, officers, or employees under House Rule 25, clause 5. A completed copy of the form must be provided to each House Member, officer, or employee who participated on the trip *within ten days of their return*. You must answer all questions, and check all boxes, on this form for your submission to comply with House rules and the Committee's travel regulations. Failure to comply with this requirement may result in the denial of future requests to sponsor trips and/or subject the current traveler to disciplinary action or a requirement to repay the trip expenses.

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

- Sponsor(s) who paid for the trip: Postsecondary National Policy Institute (PNPI) \_\_\_\_\_
- Travel Destination(s): Stevensville, MD
- Date of Departure: August 6, 2019 Date of Return: August 7, 2019
- Name(s) of Traveler(s): See attached participant list.  
 Note: You may list more than one traveler on a form only if *all* information is *identical* for each person listed.
- Actual amount of expenses paid on behalf of, or reimbursed to, each individual named in Question 4:

|                            | Total Transportation Expenses | Total Lodging Expenses | Total Meal Expenses | Total Other Expenses (dollar amount per item and description) |
|----------------------------|-------------------------------|------------------------|---------------------|---|
| Traveler                   | 55.56                         | 118                    | 94                  | 49.10 (room rental and AV costs)                              |
| Accompanying Family Member | N/A                           | N/A                    | N/A                 | N/A   |

- All expenses connected to the trip were for actual costs incurred and not a *per diem* or lump sum payment. Signify statement is true by checking box:

I certify that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature: Mary Ellen McGuire Date: 8/8/2019

Name: MaryEllen McGuire Title: President

Organization: Postsecondary National Policy Institute

I am an officer of the above-named organization. Signify statement is true by checking box:

Address: 718 7th St. NW, Floor 2, Washington, DC 20001

Telephone: 202-407-3172

Email: mcguire@pnpi.org

Committee staff may contact the above-named individual if additional information is required.

If you have questions regarding your completion of this form, please contact the Committee on Ethics at 202-225-7103.



U.S. House of Representatives

# COMMITTEE ON ETHICS

## TRAVELER FORM

1. Name of Traveler: Kathy Valle

2. Sponsor(s) who will be paying for the trip: Postsecondary National Policy Institute (PNPI)

3. Travel Destination(s): Stevensville, MD

4. a. Date of Departure: August 6, 2019 Date of Return: August 7, 2019

b. Will you be extending the trip at your personal expense?  Yes  No  
If yes, list dates at personal expense: \_\_\_\_\_

5. a. Will you be accompanied by a family member at the sponsor's expense?  Yes  No **If yes:**

(1) Name of Accompanying Family Member: \_\_\_\_\_

(2) Relationship to Traveler:  Spouse  Child  Other (specify): \_\_\_\_\_

(3) Accompanying Family Member is at least 18 years of age:  Yes  No

6. a. Did the trip sponsor answer "Yes" to Question 8(c) on the *Primary Trip Sponsor Form* (i.e., travel is sponsored by an entity that employs a registered federal lobbyist or a foreign agent)?  Yes  No

b. **If yes, and you are requesting lodging for two nights, explain why the second night is warranted:**  
\_\_\_\_\_  
\_\_\_\_\_

7. *Primary Trip Sponsor Form* is attached, including agenda, invitee list, and any other attachments and contributing sponsor forms:  Yes  No

NOTE: The agenda should show the traveler's individual schedule, including departure and arrival times and identify the specific events in which the traveler will be participating.

8. Explain why participation in the trip is connected to the traveler's individual official or representational duties. Staff should include their job title and how the activities on the itinerary relate to their duties.

As the "senior policy advisor" on the committee working on higher education, part of my portfolio is managing issues related to accreditation. This trip will allow me to take a deep dive on accreditation.

9. Is the traveler aware of any registered federal lobbyists or foreign agents involved planning, organizing, requesting, or arranging the trip?  Yes  No

10. For staff travelers, to be completed by your employing Member:

### ADVANCED AUTHORIZATION OF EMPLOYEE TRAVEL

I hereby authorize the individual named above, an employee of the U.S. House of Representatives who works under my direct supervision, to accept expenses for the trip described in this request. I have determined that the above-described travel is in connection with my employee's official duties and that acceptance of these expenses will not create the appearance that the employee is using public office for private gain.

Signature of Employing Member  Date 7/8/2019



U.S. House of Representatives

# COMMITTEE ON ETHICS

## Primary Trip Sponsor Form

This form should be completed by private entities offering to provide travel or reimbursement for travel to House Members, officers, or employees under House Rule 25, clause 5. A completed copy of the form (and any attachments) should be provided to each invited House Member, officer, or employee, who will then forward it to the Committee together with a *Traveler Form* at least 30 days before the start date of the trip. The trip sponsor should *NOT* submit the form directly to the Committee. The Committee website (ethics.house.gov) provides detailed instructions for filling out the form.

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001. Failure to comply with the Committee's Travel Regulations may also lead to the denial of permission to sponsor future trips.

1. Sponsor who will be paying for the trip: Postsecondary National Policy Institute (PNPI)
2. I represent that the trip will not be financed, in whole or in part, by a registered federal lobbyist or foreign agent.  
Signify that the statement is true by checking box:
3. **Check only one.** I represent that:
  - a. The primary trip sponsor has not accepted from any other source, funds intended directly or indirectly to finance any aspect of the trip:  OR
  - b. The trip is arranged without regard to congressional participation and the primary trip sponsor has accepted funds only from entities that will receive a tangible benefit in exchange for those funds:  OR
  - c. The primary trip sponsor has accepted funds from other source(s) intended directly or indirectly to finance all or part of this trip and has enclosed disclosure forms from each of those entities.   
If "c" is checked, list the names of the additional sponsors: The Bill and Melinda Gates Foundation, The Lumina Foundation, and The Kresge Foundation
4. Provide names and titles of ALL House Members and employees you are inviting. For each House invitee, provide an explanation of why the individual was invited (include additional pages if necessary): See attached.
5. Is travel being offered to an accompanying family member of the House invitee(s)?  Yes  No
6. Date of Departure: August 6, 2019 Date of Return: August 7, 2019
7. a. City of departure: Washington, DC  
b. Destination(s): Stevensville, MD  
c. City of return: Washington, DC
8. **Check only one.** I represent that:
  - a. The sponsor of the trip is an institution of higher education within the meaning of section 101 of the Higher Education Act of 1965:  OR
  - b. The sponsor of the trip does not retain or employ a registered federal lobbyist or foreign agent:  OR
  - c. The sponsor employs or retains a registered federal lobbyist or foreign agent, but the trip is for attendance at a one-day event and lobbyist / foreign agent involvement in planning, organizing, requesting, or arranging the trip was *de minimis* under the Committee's travel regulations.
9. **Check only one of the following:**
  - a. I checked 8(a) or (b) above:
  - b. I checked 8(c) above but am not offering any lodging:
  - c. I checked 8(c) above and am offering lodging and meals for one night:  OR
  - d. I checked 8(c) above and am offering lodging and meals for two nights:  If you checked this box, explain why the second night of lodging is warranted: \_\_\_\_\_



U.S. House of Representatives

# COMMITTEE ON ETHICS

### 18. Total Expenses for each Participant:

|  |   |  |                                     |
|--|---|--|-------------------------------------|
| <input type="checkbox"/> Actual Amounts                  | Total Transportation Expenses per Participant | Total Lodging Expenses per Participant | Total Meal Expenses per Participant |
| <input checked="" type="checkbox"/> Good Faith Estimates |   |  |                                     |
| For each Member, Officer, or Employee                    | \$55.56 (roundtrip)                           | \$118                                  | \$94                                |
| For each Accompanying Family Member                      | N/A   | N/A                                    | N/A                                 |

|                                       |   |  |
|---------------------------------------|---|--|
|                                       | Other Expenses (dollar amount per item) | Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.) |
| For each Member, Officer, or Employee | \$49.10                                 | Room space and AV costs  |
| For each Accompanying Family Member   | N/A                                     | N/A  |

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

### 19. Check only one:

- a. I certify that I am an officer of the organization listed below:  OR
- b. *Not Applicable.* Trip sponsor is an individual or a U.S. institution of higher education.

20. I certify that I am not a registered federal lobbyist or foreign agent for any sponsor of this trip.

21. I certify by my signature that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature:  Date: 6/26/19

Name: MaryEllen McGuire

Title: President

Organization: Postsecondary National Policy Institute (PNPI)

Address: 718 7th Street NW, Floor 2, Washington, DC 20001

Telephone: 202-407-3172

Email: mcguire@pnpi.org

If there are any questions regarding this form, please contact the Committee at the following address:

### Committee on Ethics

U.S. House of Representatives

1015 Longworth House Office Building, Washington, D.C. 20515

Phone: 202-225-7103 General Fax: 202-225-7392



U.S. House of Representatives

# COMMITTEE ON ETHICS

## Grantmaking Trip Sponsor Form

This form should be completed by a public charity or private foundation (both as defined under section 501(c)(3) of the Internal Revenue Code) that provides a grant of funds to another entity to underwrite, in whole or in part, a trip or an event, meal, or activity that will occur during a trip, or a necessary expense that will be incurred during a trip, with express or implicit knowledge or understanding that one or more House Members or employees may participate in or attend that trip or event, or otherwise may be beneficiaries of the gift or donation. Provide a copy of your completed form to the primary sponsor of the trip.

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001. Failure to comply with the Committee's Travel Regulations may also lead to the denial of permission to sponsor future trips.

1. I certify that (name of your organization): The Kresge Foundation  
has been designated a § 501(c)(3) nonprofit charitable organization by the Internal Revenue Service.  Yes  No

2. Name of Primary Trip Sponsor: PNPI

3. I certify that my organization (check and complete a or b):  
a.  Has provided a grant, gift, or donation to the above-named Primary Trip Sponsor and conducts an audit or review of its grant, gift, or donation to ensure that the funds are spent in accordance with the terms of its grant, gift, or donation. OR  
b.  Has had a direct role in the organizing, planning, or conducting of a trip to  
Destination: \_\_\_\_\_ on Date: \_\_\_\_\_  
that is being organized or arranged by the above-named Primary Trip Sponsor.

4. Check only one:  
a.  My organization does not employ or retain a registered federal lobbyist or foreign agent OR  
b.  My organization employs a registered federal lobbyist or foreign agent, but their involvement in planning, organizing, or arranging the trip was *de minimis* under the travel regulations.

5. I certify that I am not a registered federal lobbyist or foreign agent for any sponsor of this trip.

6. I certify by my signature that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature:  Date: 6/24/2019

Name: Caroline Altman Smith Title: Deputy Director- Education

Organization: The Kresge Foundation

Address: 3215 W. Big Beaver Rd., Troy MI 48084

Telephone: 248-502-0534 Email: cbasmith@kresge.org

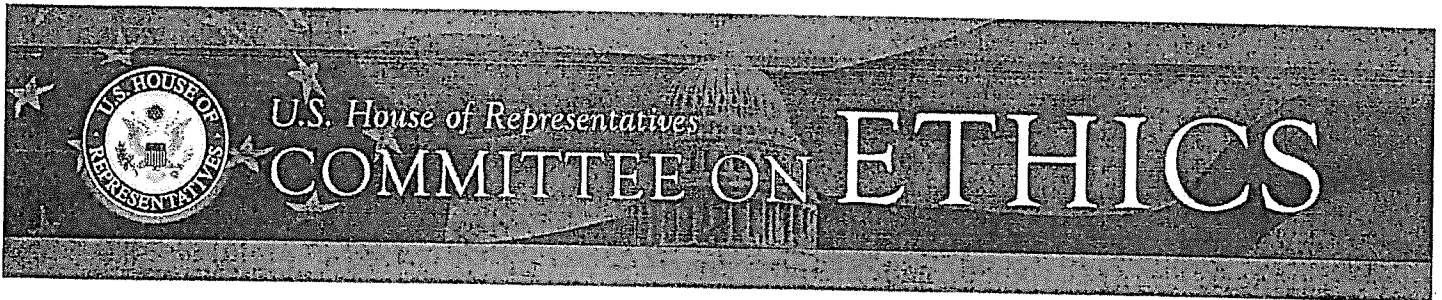
If there are any questions regarding this form, please contact the Committee at the following address:

### Committee on Ethics

U.S. House of Representatives

1015 Longworth House Office Building, Washington, D.C. 20515

Phone: 202-225-7103 General Fax: 202-225-7392



## Grantmaking Trip Sponsor Form

This form should be completed by a public charity or private foundation (both as defined under section 501(c)(3) of the Internal Revenue Code) that provides a grant of funds to another entity to underwrite, in whole or in part, a trip or an event, meal, or activity that will occur during a trip, or a necessary expense that will be incurred during a trip, with express or implicit knowledge or understanding that one or more House Members or employees may participate in or attend that trip or event, or otherwise may be beneficiaries of the gift or donation. Provide a copy of your completed form to the primary sponsor of the trip.

**NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001. Failure to comply with the Committee's Travel Regulations may also lead to the denial of permission to sponsor future trips.**

1. I certify that (name of your organization): Bill & Melinda Gates Foundation  
has been designated a § 501(c)(3) nonprofit charitable organization by the Internal Revenue Service.  Yes  No
2. Name of Primary Trip Sponsor: Postsecondary National Policy Institute (PNPI)
3. I certify that my organization (*check and complete a or b*):
  - a.  Has provided a grant, gift, or donation to the above-named Primary Trip Sponsor and conducts an audit or review of its grant, gift, or donation to ensure that the funds are spent in accordance with the terms of its grant, gift, or donation. **OR**
  - b.  Has had a direct role in the organizing, planning, or conducting of a trip to  
Destination: \_\_\_\_\_ on Date: \_\_\_\_\_  
that is being organized or arranged by the above-named Primary Trip Sponsor.
4. **Check only one:**
  - a.  My organization does not employ or retain a registered federal lobbyist or foreign agent **OR**
  - b.  My organization employs a registered federal lobbyist or foreign agent, but their involvement in planning, organizing, or arranging the trip was *de minimis* under the travel regulations.
5. I certify that I am not a registered federal lobbyist or foreign agent for any sponsor of this trip.
6. I certify by my signature that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature: Patrick Murray Date: 6/25/19

Name: Patrick Murray Title: Senior Program Officer

Organization: Bill & Melinda Gates Foundation

Address: 500 N. Fifth Ave N, Seattle, WA 98109

Telephone: 202-662-8130 Email: patrick.murray@gatesfoundation.org

If there are any questions regarding this form, please contact the Committee at the following address:

### Committee on Ethics

U.S. House of Representatives

1015 Longworth House Office Building, Washington, D.C. 20515

Phone: 202-225-7103 General Fax: 202-225-7392



U.S. House of Representatives

# COMMITTEE ON ETHICS

## Grantmaking Trip Sponsor Form

This form should be completed by a public charity or private foundation (both as defined under section 501(c)(3) of the Internal Revenue Code) that provides a grant of funds to another entity to underwrite, in whole or in part, a trip or an event, meal, or activity that will occur during a trip, or a necessary expense that will be incurred during a trip, with express or implicit knowledge or understanding that one or more House Members or employees may participate in or attend that trip or event, or otherwise may be beneficiaries of the gift or donation. Provide a copy of your completed form to the primary sponsor of the trip.

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001. Failure to comply with the Committee's Travel Regulations may also lead to the denial of permission to sponsor future trips.

1. I certify that (name of your organization): Lumina Foundation  
has been designated a § 501(c)(3) nonprofit charitable organization by the Internal Revenue Service.  Yes  No

2. Name of Primary Trip Sponsor: Postsecondary National Policy Institute (PNPI)

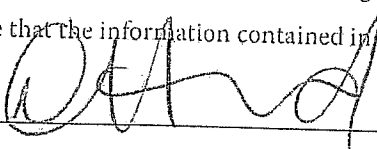
3. I certify that my organization (check and complete a or b):  
a.  Has provided a grant, gift, or donation to the above-named Primary Trip Sponsor and conducts an audit or review of its grant, gift, or donation to ensure that the funds are spent in accordance with the terms of its grant, gift, or donation. OR

b.  Has had a direct role in the organizing, planning, or conducting of a trip to  
Destination: \_\_\_\_\_ on Date: \_\_\_\_\_  
that is being organized or arranged by the above-named Primary Trip Sponsor.

4. Check only one:  
a.  My organization does not employ or retain a registered federal lobbyist or foreign agent OR  
b.  My organization employs a registered federal lobbyist or foreign agent, but their involvement in planning, organizing, or arranging the trip was *de minimis* under the travel regulations.

5. I certify that I am not a registered federal lobbyist or foreign agent for any sponsor of this trip.

6. I certify by my signature that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature:  Date: 6/18/2019

Name: Dr. Danette Howard Title: Chief Strategy Officer & SVP

Organization: Lumina Foundation

Address: 30 S. Meridian St. Suite 700 Indianapolis, IN 46204

Telephone: 317-951-5494 Email: dhoward@luminafoundation.org

If there are any questions regarding this form, please contact the Committee at the following address:

### Committee on Ethics

U.S. House of Representatives

1015 Longworth House Office Building, Washington, D.C. 20515

Phone: 202-225-7103 General Fax: 202-225-7392



Theodore E. Deutch, Florida  
*Chairman*

Kenny Marchant, Texas  
*Ranking Member*

Grace Meng, New York  
Susan Wild, Pennsylvania  
Dean Phillips, Minnesota  
Anthony Brown, Maryland

John Rateliff, Texas  
George Holding, North Carolina  
Jackie Walorski, Indiana  
Michael Guest, Mississippi



ONE HUNDRED SIXTEENTH CONGRESS

## U.S. House of Representatives

COMMITTEE ON ETHICS

Thomas A. Rust  
*Staff Director and Chief Counsel*

David W. Arrojo  
*Counsel to the Chairman*

Christopher A. Donesa  
*Counsel to the Ranking Member*

1015 Longworth House Office Building  
Washington, D.C. 20515-6328  
Telephone: (202) 225-7103  
Facsimile: (202) 225-7392

July 24, 2019

Ms. Katherine Valle  
Committee on Education and Labor  
2176 Rayburn House Office Building  
Washington, DC 20515

Dear Ms. Valle:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Stevensville, Maryland, scheduled for August 6 to 7, 2019, sponsored by the Postsecondary National Policy Institute, with financial support from the Bill & Melinda Gates Foundation, the Lumina Foundation, and The Kresge Foundation.

You must complete an Employee Post-Travel Disclosure Form (which your employing Member must also sign) and file it, together with a Sponsor Post-Travel Disclosure Form completed by the trip sponsor, with the Clerk of the House within 15 days after your return from travel. As part of that filing, you are also required to attach a copy of this letter and both the Traveler and Primary Trip Sponsor Forms (including attachments) you previously submitted to the Committee in seeking pre-approval for this trip. If you are required to file an annual Financial Disclosure Statement, you must also report all travel expenses totaling more than \$390 from a single source on the "Travel" schedule of your annual Financial Disclosure Statement covering this calendar year. Finally, Travel Regulation § 404(d) also requires you to keep a copy of all request forms and supporting information provided to the Committee for three subsequent Congresses from the date of travel.

If you have any further questions, please contact the Committee's Office of Advice and Education at extension 5-7103.

Sincerely,

Theodore E. Deutch  
Chairman

Kenny Marchant  
Ranking Member

TED/KM:jls

Copy



June 27<sup>th</sup>, 2019

Dear Kathy Valle,

We are writing to invite you to participate in the Postsecondary National Policy Institute's (PNPI) seminar on postsecondary accreditation, August 6-7, 2019, in Stevensville, MD at the Kent Manor Inn. This seminar is designed to deepen your understanding of accreditation, its purpose, and its types. The seminar will also increase your understanding of the complexities and challenges present in the current system.

Included with this invitation are the forms necessary for ethics rules compliance. **By Monday, July 8<sup>th</sup>, 2019, you must submit these included forms and documents directly to the Ethics Committee in Longworth 1015. They are:**

- A Primary Trip Sponsor Form with all attachments, including a list of all House staff invitees and an hour-by-hour itinerary and agenda;
- A Grantmaking Trip Sponsor Form; and
- A signed and completed Traveler Form.

After receiving the completed travel package, the Ethics Committee will review the package and issue an approval for travel to you or your sponsoring Member. The Ethics Committee advises **all House employees to maintain copies of all forms submitted for pre-approval since you will need to resubmit those as part of your post-travel disclosure requirement.** After the seminar, we will provide you with all of the post-travel forms that you will need to complete and submit.

Even if you are unsure whether you will be able to attend the seminar, please submit the paperwork so you will have the option to participate. **Paperwork submitted to the Ethics Committee after the deadline will not be considered.**

Attendance is by invitation only, with no outside observers or lobbyists. Funding is provided solely by grants from established foundations. No government, individual, foreign, corporate or special interest money is accepted. The foundations supporting PNPI are the Bill and Melinda Gates Foundation, the Lumina Foundation, and the Kresge Foundation. No funding has been earmarked for this specific trip by any of PNPI's funders. PNPI is the sole sponsor, planner and executor of the trip. PNPI maintains autonomy over the agenda, invitations and materials provided before and after the seminar.

We will depart for Kent Manor Inn at 8:45 am on Tuesday, August 6 from Peace Circle (located by the reflecting pool on the northwest side of the U.S. Capitol), Pennsylvania Avenue and First Street NW, Washington, D.C. The program will begin at 10:30 am and will conclude on Wednesday, August 7 at 3:15 pm. If you have any questions about the seminar, please do not hesitate to email or call us directly.

RECEIVED  
JUL - 8 PM 12:48  
COMMITTEE ON ETHICS

PNPI's Accreditation seminar promises to be both educational and productive. We look forward to your participation!

Sincerely,

A handwritten signature in black ink, appearing to read "MaryEllen McGuire". The signature is fluid and cursive, with the first name "MaryEllen" and the last name "McGuire" clearly distinguishable.

MaryEllen McGuire, President  
Postsecondary National Policy Institute (PNPI)  
mcguire@pnpi.org  
202-407-3172

**ATTACHMENT:**  
**House Private Sponsor Travel Certification Form**

**4. Provide names and titles of ALL House Members and employees you are inviting. For each House invitee, provide an explanation of why the individual was invited (include additional pages if necessary):**

**Nabeel Alam**  
Legislative Aide  
Representative Susie Lee

**Alex Ricci**  
Professional Staff Member  
Representative Foxx

**Amy Jones**  
Director of Education and Human  
Services Policy  
Representative Foxx

**Kathy Valle**  
Senior Education Policy Advisor  
Chairman Scott

**Kaitlyn Montan**  
Legislative Assistant  
Representative Castro

**Claire Viall**  
Professional Staff Member  
Chairman Scott

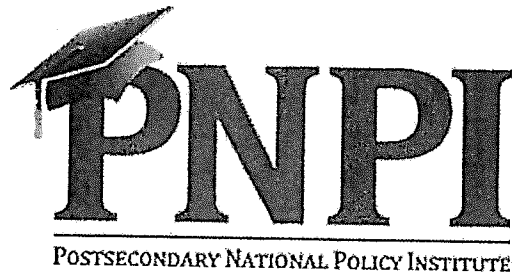
**Noelle Verhelst**  
Legislative Assistant  
Representative Smucker

All staff were invited due to their employment with the House Committee on Education and Labor or with a Member who sits on the Committee.

**12. For each sponsor required to submit a sponsor form, describe the sponsor's interest in the subject matter of the trip and its role in organizing and/or conducting the trip:**

This seminar is designed to deepen participants' understanding of accreditation, its purpose, and its types. The seminar will also increase participants' understanding of the complexities and challenges present in the current system.

Lumina Foundation is interested in increasing postsecondary education attainment, including through the support of activities that ensure students, policymakers and other stakeholders deepen their understanding of the complexities of the college accreditation process.



## Higher Education Accreditation Seminar

Stevensville, Maryland

August 6-7, 2019

### **Seminar Goals:**

- Deepen staff's understanding of what accreditation is, the purposes of accreditation, and the types of accreditation;
- Review the role the federal government plays in overseeing accreditors and accreditation;
- Expand staff's understanding of institutional reviews and accreditor recognition;
- Provide staff with an update on negotiated rulemaking as it relates to higher education accreditation;
- Consider how accreditors are currently assessing student outcomes;
- Introduce staff to alternative approaches to assessing institutional and/or program quality; and,
- Discuss critiques of the current accreditation system and consider potential improvements.

### **Tuesday, August 6**

- |                       |   |
|-----------------------|---|
| <b>8:45 am</b>        | <b>Staff arrive to board shuttle</b><br>Peace Circle<br>Pennsylvania Ave. and First Street NW, Washington, D.C. |
| <b>9:00 am</b>        | <b>Depart Peace Circle</b>  |
| <b>10:15 am</b>       | <b>Arrive at Kent Manor Inn</b><br>500 Kent Manor Drive<br>Stevensville, MD 21666                               |
| <b>10:15-10:30 am</b> | <b>Check-In and Registration</b>  |

4:00-5:00 pm

**Negotiated Rulemaking**

**Speakers:**

*Antoinette Flores, Center for American Progress*

*Michale McComis, Accrediting Commission of Career Schools and Colleges*

**Questions for Discussion:**

- What is negotiated rulemaking? How does it work?
- With regard to accreditation: What's happened? What's changed? What's still up for discussion?

5:00-5:30 pm

**Break**

5:30-7:00 pm

**Working Dinner**

*Dinner will provide an opportunity for staff to ask expert panelists additional questions in a smaller group setting. In addition, PNPI staff will review the learning from the day and provide a preview of the second day of programming with an emphasis on what more staff would like to know about postsecondary accreditation.*

**Question for Participant Discussion:**

- Going into tomorrow's programming, what more would you like to learn?

**Thursday, August 7**

8:00-9:00 am

**Breakfast**

9:00-10:30 am

**Student Outcomes**

**Speakers:**

*Nathan Arnold, EducationCounsel*

*Dr. Leah Matthews, Distance Education Accrediting Commission*

*Jamie Studley, WASC Senior College and University Commission*

- How are accreditors currently assessing student outcomes?
- To what extent are accreditors doing it well?
- How else might student outcomes be assessed?

10:30-10:45 am

**Break**

10:45am-12:00 pm

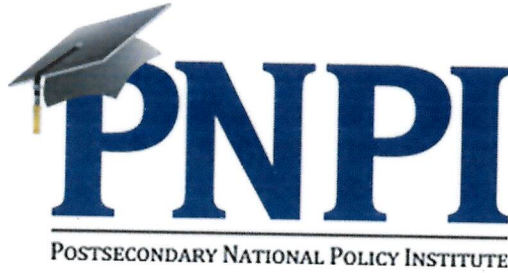
**Alternative Approaches to Assessing Quality**

**Speakers:**

*Erin Knelper, Higher Education Analytics Center at NORC at University of Chicago*

**Questions for Discussion:**

- What alternatives to traditional accreditation exist?
- How are they assessing quality?



## Higher Education Accreditation

### Seminar

Stevensville, Maryland

August 6-7, 2019

#### **Seminar Goals:**

- Deepen staff's understanding of what accreditation is, the purposes of accreditation, and the types of accreditation;
- Review the role the federal government plays in overseeing accreditors and accreditation;
- Expand staff's understanding of institutional reviews and accreditor recognition;
- Provide staff with an update on negotiated rulemaking as it relates to higher education accreditation;
- Consider how accreditors are currently assessing student outcomes;
- Introduce staff to alternative approaches to assessing institutional and/or program quality; and,
- Discuss critiques of the current accreditation system and consider potential improvements.

#### **Tuesday, August 6**

- |                       |   |
|-----------------------|---|
| <b>8:45 am</b>        | <b>Staff arrive to board shuttle</b><br>Peace Circle<br>Pennsylvania Ave. and First Street NW, Washington, D.C. |
| <b>9:00 am</b>        | <b>Depart Peace Circle</b>  |
| <b>10:15 am</b>       | <b>Arrive at Kent Manor Inn</b><br>500 Kent Manor Drive<br>Stevensville, MD 21666                               |
| <b>10:15-10:30 am</b> | <b>Check-In and Registration</b>  |

**10:30am – 12:00 pm**                      **Welcome & Accreditation Overview**

**Speaker:**

*MaryEllen McGuire, PNPI  
Elise Scanlon, Elise Scanlon Law Group  
Julie Peller, Higher Learning Advocates*

**Questions for Discussion:**

- What is accreditation?
- What purposes does it serve?
- What types of institutions are accredited?
- What is the higher education triad?
- What are the current roles/responsibilities of and relationships among the members of the higher education triad?
- What types of accreditors are there (regional, nationals, specialty)?
- What is NACIQI? How are members chosen?
- What is NACIQI's role in ensuring accountability?
- What is the relationship between NACIQI and the U.S. Department of Education (ED)?
- What has GAO recently found regarding the strengths and weaknesses of ED's oversight of accreditors?
- What has the IG found and reported?

**12:00 – 1:00 pm**                      **Lunch – Ask an Accreditation Expert!**

*Lunch will provide an opportunity for staff to ask the day's panelists additional questions in a smaller group setting.*

**1:00-2:15 pm**                      **Accreditation Simulation: Accrediting Institutions**

**Speaker:**

*Elise Scanlon, Elise Scanlon Law Group*

*Staff will review the steps involved in accrediting an institution and will take part in a mock accreditation review.*

**2:15-2:30 pm**                      **Break**

**2:30-3:45 pm**                      **Accreditation Exercise: Recognizing Accreditors**

**Speaker:**

*Antoinette Flores, Center for American Progress*

*Staff will learn more about the recognition process and take part in an exercise designed to help them better understand how the process unfolds.*

**3:45-4:00 pm**                      **Break**



**4:00-5:00 pm**

**Negotiated Rulemaking**

**Speakers:**

*Antoinette Flores, Center for American Progress*

*Michale McComis, Accrediting Commission of Career Schools and Colleges*

**Questions for Discussion:**

- What is negotiated rulemaking? How does it work?
- With regard to accreditation: What's happened? What's changed? What's still up for discussion?

**5:00-5:30 pm**

**Break**

**5:30-7:00 pm**

**Working Dinner**

*Dinner will provide an opportunity for staff to ask expert panelists additional questions in a smaller group setting. In addition, PNPI staff will review the learning from the day and provide a preview of the second day of programming with an emphasis on what more staff would like to know about postsecondary accreditation.*

**Question for Participant Discussion:**

- Going into tomorrow's programming, what more would you like to learn?

**Wednesday, August 7**

**8:00-9:00 am**

**Breakfast**

**9:00-10:30 am**

**Student Outcome Measures**

**Speakers:**

*Nathan Arnold, EducationCounsel*

*Dr. Leah Matthews, Distance Education Accrediting Commission*

*Jamie Studley, WASC Senior College and University Commission*

- How are accreditors currently assessing student outcomes?
- To what extent are accreditors doing it well?
- How else might student outcomes be assessed?

**10:30-10:45 am**

**Break**

**10:45am-12:00 pm**

**Alternative Approaches to Assessing Quality**

**Speakers:**

*Erin Knelper, Higher Education Analytics Center at NORC at University of Chicago*

**Questions for Discussion:**

- What alternatives to traditional accreditation exist?
- How are they assessing quality?

**12:00-1:00 pm**

**Lunch- Ask an Accreditation Expert!**

*Lunch will provide an opportunity for staff to ask the day's panelists additional questions in a smaller group setting.*

**1:00-2:30 pm**

**Accreditation Roundtable: Critiques & Reform**

**Speakers:**

*Emily Bouck West, Higher Learning Advocates*

*Ben Miller, Center for American Progress*

*Rick O'Donnell, Skills Fund*

*Jamie Studley, WASC Senior College and University Commission*

The panel will discuss common critiques of the current accreditation system and consider how the current system of accreditation might be improved.

**2:30-2:35 pm**

**Break**

**2:35-3:15 pm**

**Closing PNPI Session**

***Questions for Participant Discussion:***

- What is your biggest takeaway from the last two days?
- What were you most surprised to learn?
- How might you apply what you learned to your current work?
- Is there a part of the process you'd like to learn more about?

**3:15 pm**

**Depart from Kent Manor Inn**

**4:30 pm**

**Arrive at Peace Circle, Washington, D.C.**



POSTSECONDARY NATIONAL POLICY INSTITUTE

**Higher Education Accreditation Seminar**  
**Participant List**  
August 6-7, 2019  
Stevensville, MD

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POSTSECONDARY NATIONAL POLICY INSTITUTE

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