



2013-2014 Annual Report

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2013-2014 EXECUTIVE BOARD

President

Mike Dunker
Retired

Lianne Musser (Two-Year Term)
Lyons Township High School

President-Elect

Anne Kremer
DePaul University

Rob Walton (Two-Year Term)
Northwestern University

Treasurer

DeVone Eurales
Knox College

Anita Carpenter (One-Year Term)
(Chief Delegate)
Downers Grove South High School

Past Treasurer

Patrick Walsh
Illinois State University

Jason Swann (One-Year Term)
Rend Lake College

Secretary

Megan O'Rourke
Marquette University

National ACAC Delegates

Todd Burrell
Southern Illinois University Edwardsville

Past President

Todd Burrell
Southern Illinois University Edwardsville

Mike Dunker
Retired

Laura Docherty (alternate)
Fenwick High School

NACAC Delegate Directors

Brad Kain (Three-Year Term)
Homewood-Flossmoor High School

Council Team Directors - Secondary

Drew Eder (One-Year Term)
Highland Park High School

DJ Menifee (Three-Year Term)
Knox College

Allegra Giulietti-Schmitt (One-Year Term)
Niles North High School

Tony Minestra (Three-Year Term)
Loyola Academy

Council Team Director - Postsecondary

Eric Ruiz (One-Year Term)
University of St. Francis

Amy Thompson (Three-Year Term)
York Community High School

Shawn Wochner (Two-Year Term)
Western Illinois University

PRESIDENT'S REPORT

Mike Dunker
Retired

Purpose

The President shall preside at the annual membership meeting, all other general membership meetings and all Executive Board meetings. The President shall have overall supervision of the plans for any special general membership meeting. The President, or an Executive Board Member appointed by the President, shall be the official representative of IACAC at meetings of other organizations or on such occasions where representation has been requested or is deemed desirable. The President shall perform such other duties as are provided for in these By-Laws or as assigned by the Executive Board or the general membership and shall submit an annual report to the general membership at the Annual Membership Meeting. The President, if eligible, shall serve as a delegate to the NACAC Assembly in accordance with the NACAC By-Laws.

Summary of Activities

Two years ago I stood in front of you as your candidate for President Elect. I talked about how it was my turn to step to the front of the bus. Well my year of being in the front of the bus is just about over. I can honestly say the past two years have been two of the most rewarding years of my career. And I believe we have kept the IACAC bus from going into the ditch. It has been an honor to serve all of you and I look forward to having one more year as Past President to have that opportunity.

My year as President began in June with the transition Board meeting. What a great experience that was. Seeing all of the many people who had served as Board members and committee chairs, and those that were just starting their tenure was an inspirational experience. We even managed to have a little fun at a cookout at my house. I do want to thank all of these people for their service to IACAC.

I would like to highlight some of the committee work that has occurred in the past year:

- The Admissions Practices Committee continues to be available for all who have concerns/issues and questions about the college admission process.
- The College Awareness and Preparation committee was very busy this year. They ran another very successful Camp College Program last July. 28 students took part in the program which included visits to WIU, Augustana, Knox and Millikin. They hosted the first ever Motivate Me- Young Men's Conference at Concordia University. 30 students from 16 different high schools participated. We later found out that the Motivate ME Conference received NACAC's Rising Star Award for outstanding new program. Congratulations to all involved.
- District Seminars were once again a big success. Even with the horrible weather we had about that time, several sites had record attendance. Two new schools served as host sites this year.

- The Government Relations Committee once again hosted an Advocacy Day in Springfield. We got to speak with many of our legislators. The GRC chairs also went to Washington DC to visit with our national legislators, but unfortunately the day we were there all of the offices were closed because of a snow storm. I'm sure they will try again next year.
- The ICE Fairs were a huge success again. Two new fairs were added in Rockford and at College of DuPage. Probably their biggest news is the proposed name change to Illinois Regional College Fairs which you will hear more about later.
- Our Inclusion, Access and Success Committee was also very busy this year. They had presenters at both ISCA Conferences on their Step-by-Step guide. They created a podcast at the Roosevelt District Seminar on deferred action for undocumented students. They developed the first ever Twitter Chat on Counseling first generation students. They will be presenting this summer at Summer Institute and will be providing many resources for the homeless and the LGBTQ population in the very near future.
- Our Media efforts continue to grow. A few of these efforts have already been mentioned as part of another committee's work. The Admissions Essay is now available in PDF format as well as on-line. All committees are doing a better job of working with the Media committee to get pictures, and descriptions of their events to the various social media sites.
- Through the efforts of our Membership Committee, we can proudly say that membership in all categories is up from last year. A Membership brochure is also available for us to use to promote IACAC.
- Our Mentorship Committee made 59 matches this year. They distributed their famous M & Ms at 13 different College Fairs. They also hosted 7 socials and will be presenting at Summer Institute about opportunities available to new IACAC members.
- In June of 2013, Lake Forest hosted the Middle Management Institute. They had 31 participants. Their committee is being co-chaired by two alumni of the MMI. This year MMI will be at Augustana. MMI has also moved from adhoc status to a standing committee within IACAC.
- On September 28th, 7,553 students descending on to Navy Pier to take part in our National College Fair. This was about 2,000 more than the previous year. The chairs of this committee wanted me to send out a special thank you to all of the volunteers that make this possible.
- Summer Institute 2013 was hosted by the University of Illinois at Springfield. This year Bradley serves as the host of SI.
- The Plane-O'Fun headed to Michigan last year with a full bus of 40 counselors. They visited 10 Michigan schools in the course of 5 days. The highlight of the trip was getting to meet Tom Izzo at Michigan State. This summer the plane heads to the Carolinas and the micro-tour heads to St. Louis.
- Project Reach has moved from being solely a Conference Committee to adhoc status. We are hoping this allows them to help more students/schools throughout the year. They had a record number 14 applicants for this year's award and have decided to award two recipients this year. This committee also was able to raise about \$1,700 for Washington High School on very short notice after the

devastating tornado ripped through their town. A special thanks to all of you that donated.

- The Scholarship Committee continues to operate as an ad-hoc committee and award five \$1,000 to very deserving students.

I would also like to mention that in the NACAC elections to be held in Indy, Illinois has two members running for the office of Director. Gwen Kanelos from Concordia University, and Joseph Prieto, retired. Congratulations to both of you and good luck.

This pretty much brings us full circle back to Conference 2014. Annie and her committee have done a great job planning and preparing for the conference. Thanks to everyone on her committee for helping to pull this off. Special thanks to Donna Epton and Linda Haffner for helping in this huge undertaking.

I would like to close my report by saying thank you to everyone that served on the Board, as a committee chair, or as a volunteer on one of the committees. This organization is strong because of all the wonderful people who give up their time to help. Thank you.

Recommendations for the Future

I recommend continuing the teamwork aspect of the three members of the Presidential cycle. Three heads are better than one.

I recommend frequent conversations with Linda, Sherry, Donna and Carin throughout the year.

I recommend the three Presidents get together in March or April to discuss possible committee chair positions and dates/places for the Executive Board meetings.

EXECUTIVE ASSISTANT'S REPORT

Linda Haffner
IACAC

Purpose

To assist with the day-to-day business of IACAC.

Summary of Activities

Membership

- Maintained the IACAC membership database.
- Prepared monthly and annual Membership Reports.
- Produced, along with Sherry Hall, the 2013-14 Membership Directory
- Supplied mailing labels/lists/databases to support the Association activities.

Financial

- Maintained IACAC checking account and Money Market account, paid all bills and processed all deposits.
- Maintained Quickbooks of financial records.
- Prepared monthly and annual Treasurer's Reports.
- Prepared End-of-Year and other financial reports as needed by officers.
- Prepared budgeting spreadsheets and worked with the Finance Committee.
- Submitted financial records to accountant for review and tax filing.
- Prepared 1099s, as needed.
- Worked with insurance agency regarding coverage needs.
- Acted as the Registered Agent for the Association and prepared annual corporate report.

Conference

- Maintained conference registration database.
- Produced nametags for all registrants.
- Prepared various reports for conference committee chairs.
- Assisted in the preparation of the registration packets.
- Assisted in on-site registration process.
- Prepared voting materials.
- Will produce final financial and registration reports.

Scholarship

- Respond to questions via email and phone regarding requirements and deadlines.
- Collect and open all scholarships received.
- Sort, scan, file all scholarships.
- Send checks and congratulatory letters to recipients after conference.
- Maintain all scholarship applications for one year.

Committee

- Produced the College Admission Update.
- Participated in the Annual Conference Committee, Membership Committee, Credentials Committee and Scholarship Committee.
- Sorted, scanned and filed all scholarships for the IACAC Scholarship committee.

Office

- Responded to IACAC telephone, email and web site inquiries.
- Maintained IACAC's post office box and responded to mail inquiries.
- Produced correspondence to support above activities.
- Sorted, reorganized and continue to maintain historical records for the Association.
- Attended Executive Board, LDI, NACAC Conference and other meetings, as needed.

Recommendations for the Future

None

EXECUTIVE BOARD MEETING MOTION LOG

Megan O'Rourke
Secretary
Marquette University

On June 27th, 2013 at Marengo High School, the Executive Board:

1. Called the meeting to order at 10:14 a.m.
2. Approved the March 20th board meeting minutes. (*T. Burrell, E. Ruiz*)
3. Approved the Treasurer's Report. (*L. Musser S. Wochner*)
4. Motioned that the Project Reach Conference Committee be designated as an ad-hoc committee. (*D. Eurales, D. Meniffee*) Motion carried.
5. Motioned to adjourn meeting. (*A. Kremer, S. Wochner*) Motion carried.

On September 9th, 2013 at Illinois State University, the Executive Board:

1. Called the meeting to order at 1:43 pm
2. Approved the June 27th board meeting minutes. (*S. Wochner, A. Carpenter*)
3. Motioned to approve conference budget. (*L. Musser, A. Kremer*) Motion carried.
4. Motioned to adjourn meeting. (*S. Wochner, E. Ruiz*) Motion carried.

On November 1st, 2013 at College of DuPage, the Executive Board:

1. Called the meeting to order at 10:04 am.
2. Motioned that MMI become a standing committee under the Professional Development umbrella. (*S. Wochner, A. Schmitt*) Motion carried.
3. Motioned to accept Sacha Thieme's resignation. (*D. Eurales, D. Eder*) Motion carried.
4. Motioned to approve Annie Kremer as President-Elect Pro-Tem. (*E. Ruiz, A. Carpenter*)
5. Motioned to adjourn meeting. (*D. Eurales, E. Ruiz*) Motion carried.

On January 11th, 2014 at Elmhurst College, the Executive Board:

1. Called the meeting to order at 10:01 am.
2. Motion to approve providing Project Reach \$1000 from the IACAC budget. (*M. O'Rourke, S. Wochner*) Motion carried.
3. Motioned to accept the first component of the Policies and Procedures Manual. (*J. Swann, L. Musser*) Motion carried.
4. Motioned to form an ad-hoc committee to establish the IACAC Policies and Procedures Manual (*T. Burrell, L. Musser*) Motion carried.
5. Motioned to adjourn meeting. (*D. Eurales, E. Ruiz*) Motion carried.

On March 19th, 2014 at the University of Illinois-Springfield, the Executive Board:

1. Called the meeting to order at 10:01 am.
2. Motioned to suspend the high school/community college visit guide. (*S. Wochner, L. Musser*) Motion carried.

3. Motioned to accept Knox's bid to host Summer Institute. (*E. Ruiz, A. Schmitt*) Motion carried.
4. Motioned to approve the 2014 slate of candidates as presented to the board. (*T. Burrell, A. Thompson*) Motion carried.
5. Motion to approve the 2014-2015 budget as it stands. (*D. Eurales, 2nd L. Musser*) Motion carried.
6. Motion to approve the proposed by-law changes presented in this document. (*T. Burrell, D. Eder*) Motion carried.
7. Motion to approve the proposed amendments to the IACAC fiscal policy (*D. Eurales, L. Musser*) Motion carried.
8. Motion to adjourn the meeting. (*A. Thompson, A. Kremer*) Motion carried.

On May 1st, 2014 at the Westin Hotel in Itasca, the IACAC membership:

1. Called the meeting to order at 8:34 am.
2. Motioned to adopt agenda and special rules for meeting (*E. Rostker, S. Wochner*)
3. Approved the Annual Membership Meeting Minutes. (*J. Swann, G. Kazlusky*)
4. Motioned to adopt the 2014-2015 proposed budget, (*D. Eurales, J. Paar-Gross*)
5. I move to amend Article I – Membership. The new language to be added is:
6. Criteria and qualifications for each category of voting and non-voting members shall be set forth in these by-laws and in the policies and procedures approved by the Executive Board (*T. Burrell, J. Prieto*) Motion carries.
7. Motioned to amend Article IV – Nominations and Elections, Section 4 – Voting and Election. The new language to be added is: Two separate written ballots shall be cast at each annual membership meeting. One ballot shall consist of candidates to fill the offices of President-Elect, Secretary (alternate years), Treasurer-Elect and the Directorships, the terms of which expire at such meeting and shall be distributed to the voting membership (*T. Burrell, Z. George*) Motion carries.
8. Motioned to amend Article V – Council Teams and Committees, Section 2 – Standing Committees. The new language to be added: Illinois College Fair Committee. The Illinois College Fair Committee shall be responsible for establishing the Illinois College Fair schedule, overseeing policy and procedures, promoting the Illinois Regional College Fairs, and overseeing the planning and implementation of the Articulation Unplugged program held each fall. The Illinois College Fair Coordinator shall be the chairperson and the committee shall consist of nine members, each of whom shall serve a three-year term. Efforts will be made to include a member who serves on the Chicago National College Fair Committee and at least one member who will also serve as the chief organizer(s) of Articulation Unplugged. (*T. Burrell, Q. Clay*) Motion carried.
9. Motioned to amend Article V – Council Teams and Committees. Section 2 – Standing Committees. The new language to be added: L. Middle Management Institute Committee (MMI) The Middle Management Institute Committee shall be responsible for planning, coordinating, implementing and staffing summer middle management training for post-secondary college admission professionals with three or more years of experience. Membership should have some carry-over from year to year. (*T. Burrell, J. Swann*) Motion carries.

10. Motioned to amend Article III – Cabinet and Council, Section 1 – Duties of Cabinet and Officer. The new language to be added: F. Treasurer-Elect. The Treasurer-Elect shall serve on the Professional Development Grants Committee, Finance Committee and the Illinois College Fair Committee. (*T. Burrell, M. Melinder*) Motion carried.
11. Motioned to amend Article V – Council Teams and Committees, Section 1 – Council Teams, New Language: Student and Family Outreach Team will oversee the work of the following committees: Illinois College Fair Committee, National College Fair and College Awareness and Preparation (CAP) (*T. Burrell, S. Levenson*) Motion carried.
12. Motioned to add to treasurers elect in the Illinois College Fair Committee, adding that to the description to H. in the Illinois College Fair Committee description with 10 members instead of nine. (*C. Smith, E. Hoover*) In addition, the treasure elect shall also serve as the tenth member of the committee. The by-law change should read as follows:

The Illinois College Fair committee shall be responsible for establishing the Illinois College Fair schedule, overseeing policy and procedures, promoting the Illinois Regional College Fairs, and overseeing the planning and implementation of the Articulation Unplugged program held each fall. The Illinois College Fair coordinator shall be the chairperson and the committee shall consist nine members, each of whom shall serve a three-year term. Efforts will be made to include a member who serves on the Chicago National College Fair Committee and at least one member who will serve as the chief organizer of Articulation Unplugged. In addition, the Treasurer-Elect will serve as the tenth member of the committee. (*T. Burrell, S. Hernandez*) Motion carried.
13. Motioned to amend Article V – Council Teams and Committees, Section 1 – Council Teams. The new language to be added: Professional Development Team will oversee the work of the following committees: District Seminars, Mentorship, Middle Management Institute, Summer Tours, Summer Institute and Inclusion, Access and Success. (*T. Burrell, N. Bargar*) Motion carries.
14. Motioned to amend Article V – Council Teams and Committees. Section 2 – Standing Committees. The new updates will be to re-order the various committees beginning with M through S.
 - National College Fair Committee. The National College Fair Committee shall be responsible for assisting the National Association for College Admission Counseling (NACAC) in planning, coordinating, implementing and staffing the NACAC College Fair(s) in Illinois. The membership of this committee shall be diverse and embrace secondary, postsecondary and community-based organizations. Membership should have some carry-over from year to year.
 - Nominating Committee. The Nominating Committee shall nominate a candidate or candidates for each office to be voted on by the membership at each Annual Membership Meeting. The membership of this committee shall be as provided in Section 1 of Article IV.

- Professional Development Grants Committee. The Professional Development Grants Committee shall be responsible for promoting, reviewing and awarding grants for professional development opportunities within IACAC and NACAC. This committee shall be chaired by the Treasurer.
- Professional Liaison Committee. The Professional Liaison Committee shall be responsible for communicating and coordinating IACAC services with like organizations, who offer expertise to individuals throughout the State of Illinois seeking counseling and information regarding postsecondary admission and financial aid. Examples of such organizations would be ISAC, ISCA, CPS, etc. Membership should have some carry-over from year to year.
- Summer Institute Committee .The Summer Institute Committee shall be responsible for planning, coordinating, implementing and staffing summer training institute(s) for secondary and postsecondary college admission counselors. Membership should have some carry-over from year to year.
- Summer Tours Committee. The Summer Tours Committee shall be responsible for planning, coordinating and implementing tours to colleges for counselors involved in the college transition process. Membership should have some carry-over from year to year. *(T. Burrell, E. Rostker)*
Motion carried.

15. Motion to recess until Friday, May 2, 2014, at 11:00 am, at which time the remaining business of this meeting will be concluded. *(S. Gilbert, A. Carpenter)*

Please note that the complete motion log will be available in July of 2014 and will include the membership meeting at the Annual Conference, held on May 1st, 2014 and the final board meeting of the year on June 27th, 2014.

COMMITTEE REPORTS

Admission Practices

Chairs

Amy Belstra, Libertyville High School

David Bennett, Lake Forest College

Purpose

Serve as an extension of the NACAC Admission Practices Committee.

Meet on a quarterly basis to discuss ethical issues that have been brought to our attention pertinent to the Statement of Principles of Good Practice.

Educate IACAC members about the ethical standards governing the admission profession and the importance of compliance with mandatory and best admission practices.

Through communication and collaboration, serve as the primary resource for secondary and post-secondary admission professionals in the state of Illinois to report on or inquire about ethical admission practices.

Summary of Activities

The AP Committee addressed several concerns this spring, most relating to deadlines. The good news is that our most recent concerns related to colleges outside of Illinois. We did deal with two in-state schools surrounding language related to early commitments to an honors program, or to completing an application "early." All issues were handled via email exchanges with the college admission contacts, and were handled with grace and professionalism. Our members communicated via conference call, email, and a meeting in person in November. At that time, we discussed possible outreach strategies, as well as talked at length about the international recruitment issue that the NACAC AP Committee has addressed and begun to resolve this year. Tony Bankston, outgoing member of the NACAC AP Committee will address this issue in a session at the IACAC annual conference. As well, the AP Committee will also hold a session at the conference, with a focus on newer counselors to the profession. We hope to give them a crash course on the SPGP, and how to report any issues to the committee.

Recommendations for the Future

Recognizing that our committee is reactive in nature, we simply ask for continued vigilance from our IACAC members and executive board regarding any violations or concerns. Continuing to educate our colleagues about best practices will be a goal, whether it be through our annual IACAC session or other mediums.

Committee Members

Anita Carpenter (Council Team Director) - Downers Grove South High School

Tony Bankston - Illinois Wesleyan University

Gwen Kanelos - Concordia University Chicago

Carlene Klaas - DePaul University
Lisa Micele - University Lab High School
Deb Michelini - College of Lake County
Margaret Miranda - Saint Ignatius College Prep
Michelle Schlack - Niles North High School
Tom Shorrock - New Trier High School

Annual Conference

Chair

Anne Kremer, DePaul University

Purpose

To provide a quality and comprehensive professional development opportunity for the IACAC membership and other interested parties and to promote the IACAC mission and demonstrate the benefits of IACAC membership.

Summary of Activities

The Annual Conference was held April 30 - May, 2014 at the Westin Chicago Northwest Hotel in Itasca, IL. This year's conference theme was SEARCH: Discovery, Learning, Experience. The theme and vision for the 2014 conference was created by elected President-Elect, Sacha Thieme, and her committee chairs in the summer of 2013. Sacha later stepped down from this role as she was hired at Indiana University. Anne Kremer, DePaul University, was appointed to President-Elect Pro Tempore in November in her absence and worked with the committee to execute this year's conference.

We had 861 individuals attend this year's conference held at the Westin in Itasca - three more than last year's number. We are still waiting for official survey results; however, many individuals commented that it was a positive, educational, and professional experience.

The conference would not be possible without the dedication and commitment of the 34 Conference Committee Chairs, including conference planner, Donna Epton, and IACAC Executive Assistant, Linda Haffner. This group was creative, dedicated, and did an outstanding job carrying out the vision for this year's event. In addition, our conference promotion and programming is enhanced greatly through the work of our IACAC webmaster, Dan Saavedra and publication specialist, Sherry Hall. Tremendous thanks to this group!

Prior to this year's conference, I worked closely with Dan to send out several emails announcing exciting things related to the upcoming conference. These included: open registration, "Join the Search" (more information below), 5k registration and promotion, IACAC's Got Talent and entertainment announcements, GWI/Transfer and Community Colleges thread, and the final checklist. All of these emails have been saved and will be easy to replicate or change as the new conference chair sees fit.

This year we offered 64 conference sessions that explored topics relevant to all members of the profession and offered wonderful collaborations between both sides of the desk as well as representation from multiple institutions. We changed the timing of the sessions from one hour and fifteen minutes to just one hour. This seemed to work very well as it was less intimidating for our presenters to try and fill more than one hour of time. In addition, we permitted presenters and moderators to just one session with the hopes to

include more presenters throughout the conference and offer opportunities to more individuals to present.

This year's sessions also included two unique threads - Guiding the Way to Inclusion and Transfer Students and Community Colleges. These sessions focused specifically on these populations and concluded with a "Connection" session on Friday to debrief on topics discussed. Members will be notified with the presentations and resources from each session are available on the IACAC website.

The First Timers' Luncheon was a huge success. This year's committee hosted the lunch in the tent to hold all 205 first timers. The programming this year included a welcome from First Timer Luncheon Tri-Chair, Rosa Reiber, as well as words of welcome and wisdom from President-Elect Pro Tempore, Anne Kremer, College Counselor Kurt Schmitt from St. Ignatius, and one of last year's First Timers, Patrick Harker from the University of Platteville.

We continued to host the same lunch (menu) for both the First Timer's and the general lunch. This seems to work well and it easy to put together. The Retirees also met for their luncheon during Wednesday's lunch prior to the opening session.

We were excited to welcome Dr. JoAnn Deak, Ph.D. and leader of The Deak Group, to share with us more about the adolescent brain. She offered many insights on the inner-workings of the minds of our students, as well as how we can have an even more positive impact on our students by what we say and how we act as they move through such a pivotal time in their lives. I think we would all agree we walked away having learned something new.

Through the hard work Project Reach Committee and a generous donation (\$1000) from Colleges that Change Lives, we were fortunate to select two schools as this year's Project Reach recipients, Tilden Community Academy and Truman Middle College. This committee also held the second annual Project Reach 5k raising \$1977.00 with 93 runners (100 registrations.) Proceeds from dining at The RAM totaled \$594. Our membership was incredibly generous with their donations and each counselor returned to their school with a car load of new materials and resources for their students.

This year we were excited to select five new \$1000.00 scholarship winners. Three of these students were present to receive their award and joined Todd and the Scholarship Committee following the Opening Session for a short reception. We are very excited to continue this tradition in the coming years. Thank you to Todd Burrell for his support of this new IACAC venture and to the chairs and committee for their selection of five outstanding candidates.

In addition to the Scholarship and Vendor receptions, our retirees enjoyed a reception in their honor. This is a group that continues to give so much to this organization and we were so grateful for their attendance.

We hosted our first ever Candidate Meet and Greet prior to the General Membership Meeting on Thursday morning. Members were invited to join the candidates and ask questions regarding how they hope to contribute as leaders of IACAC.

We were very pleased to welcome Steve Syverson, Dean Emertis from Lawrence University and NACAC board member, to our conference. Steve did a great job updating our membership on the happenings within NACAC as well as recognizing IACAC individuals who serve on various national committees.

During our General Membership Meeting on Thursday we heard from the Project Reach Committee on the history and future of IACAC's service project. Anabel Menifee, Marsha Hubbich, and Kris Harding provided the membership with a history of this group, how many schools we have served, and how much money has been raised over the past seven years. They provided a glimpse of what they hope to achieve in this next year as an ad hoc committee. The goal is to establish Project Reach as a standing committee thus making Project Reach conference activities just one part of the outreach of this committee.

To demonstrate the reach of our IACAC membership, this year we encouraged members to send in photos of their unique travels, college visits, and work with students in our Join the Search project. We also asked several counselors to send in videos of their students highlighting what they are most excited about regarding college, their biggest fears, what it means to be a first generation students, among other things. We showcased these pictures and videos throughout the conference. It was a great way to see just how much our members do with students and the impact we have on their lives during this time.

IACAC also hosted its first ever Tweetwall at the conference. It was exciting to see the social media traffic with members congratulating one another, noting successful conference sessions, as well as complimenting the food. A trending topic on Thursday afternoon was the cheesecake - it was a hit!

One of the most exciting parts of each conference is congratulating our award winners. During dinner on Thursday evening there were five new James A. Alexander Newcomer Award winners: Jennifer Coomer, Mike Ford, Lauren O'Connor, Rosa Reiber, and Ali Willoughby. We also congratulated five deserving Molly K. Arnold Award winners: Nate Bargar, Carol Lee Barry, Megan O'Rourke, Ellen Rostker, and Mike Melinder. The Friend of IACAC Award went to the Chicago Area Regional Representative organization which has many members within IACAC who collaborate with us to seamlessly to better serve our students. And finally, the Patricia K. Kasowski Recognition Award went to Marsha Hubbich, retired counselor from Riverside Brookfield High School. Congratulations and thank you for your leadership and contributions!

Our entertainment chairs worked very hard to provide a variety of entertainment options for both Wednesday and Thursday night. Wednesday night was IACAC's Got Talent featuring performances by several IACAC members. Thursday night we welcomed Illinois State University's student improv group, Improv Mafia, for an after dinner

performance followed by a party in the IACAC Pub and Sports Lounge. The dancing and fun continued well into the night!

Our sponsors, advertisers, and exhibitors have a significant impact on the success of this event. We broke last year's record for sponsorship with 21 sponsors totaling \$22,150, collected \$3950.00 in advertising, and \$14,635 in exhibitor fees from 25 exhibitors. Each institution and organization's generosity and willingness to give to IACAC is essential. It not only makes conference possible, but it also provides opportunities for IACAC to continue to support other important programs throughout the year that benefit our members and serve our students. We also offered a \$100 gift card as an incentive to encourage more members to visit the vendors and exhibitors. This seemed to work well again this year. Our vendors were invited to a reception in the President-Elect suite on Thursday afternoon which was fairly well attended.

Our Raffle Committee worked extremely hard raising \$7236.00. They had great items as well for the Silent Auction. We were very pleased with the money raised.

Our annual conference came to a close with the conclusion of the General Membership Meeting. This meeting served as an opportunity to thank our Past-President, Todd Burrell, for all of his contributions and efforts to this association. Mike Dunker was also recognized for a very successful year as President and passed the gavel to Anne Kremer who will step into this role in June.

Recommendations for the Future

Continue to keep the session times at one hour. This really encouraged those that may initially be intimidated to present for over an hour the chance to put together a valuable presentation, but less pressure to fill the entire slot with information.

We will need to see how the overall evaluations come in, but it is recommended that we continue to limit presenters and monitors to just one session. This allows for more members to get involved and a wider variety of perspectives to be included in the conference.

Continue to select strong committee chairs and try as much as possible to have some carry over from the previous year. This encourages continuity and that the new chairs will get all the information they need to help make the upcoming conference a success. Continue to include chairs with all levels of experience to ensure broad perspectives are being included and heard.

The exhibitors are very appreciative of the dedicated exhibitor time carved out on Thursday afternoon in addition to the Visa debit card competition that encourages conference goers to visit them at their tables. It is recommended both are continued.

Would also recommend refraining from sending out vendor emails again next year. This saved us money and members were happy not to have so many emails flooding their inbox. In addition, it wasn't proven effective in regards to driving members to their sites upon having received the email.

Continue to work closely with IACAC's Webmaster in order to develop a "marketing plan" for the conference as well as including audio visuals for the conference. The Tweetwall was new this year and a big hit. It provided another outlet for folks to engage with the conference and other members via social media.

Continue to utilize the expertise of the event Coordinator and IACAC's Executive Assistant; they are integral to the success of the Annual Conference.

It seems that there was not a session that included a topic for retirees. If possible, it would be good to ensure this is included next year. We discussed the possibility of having someone come in and talk about the pensions in Illinois. We couldn't find a resource we felt comfortable with, but this might be a topic for the future.

Continue to encourage all committees to have at least one session at the conference. The GWI and Transfer Students and Community Colleges threads/strands were successful. Perhaps there is another committee that would be interested in putting something similar together for next year's conference.

Explore the option of hosting the Meet and Greet again next year. It was not as well attended this year, however, perhaps if it were offered at a different time (not Thursday morning at 7:30), it might draw more conference attendees.

The 10% donation from the RAM was a little less than it had been in previous years. While we certainly do not want to alienate our relationship with the RAM, after hearing about longer wait times, it might be worth exploring if there is another restaurant that would be interested in supporting Project Reach in a similar way.

Continue to offer support for First Timers and new IACAC members. There were also ribbons produced for Middle Management graduates and this was a great way to advertise for this program. It is recommended to continue those next year.

Continue to hold the awards and recognition on Thursday night at dinner. This works well and it is a fun way to close the day.

Keep entertainment in the Abricot Ballroom. It keeps the noise down in the lobby and is plenty big for people to enjoy themselves and not feel too far away from anyone.

Continue the sponsorship levels labeled - this made things really easy and clean. We may want to look at other items to sponsor as we came up with a few creative options at the end when we had organizations still looking to donate.

Continue to offer the inside covers and back covers for advertisers in the program.

Continue to have conference registration and session information on the website as soon as possible. Some members are required to submit proposals in order to attend and it is helpful for them to know what will be offered at the conference when making a case for their attendance.

Ensure that there are 15 minute breaks between all sessions and large meetings. This was overlooked in a couple of places on the schedule. It provides a buffer should a meeting run over and gives everyone an opportunity to get where they are going.

Pursue the partnership, if at all possible, with Colleges that Change Lives and Project Reach. There were talks about a 5 year partnership, but we only agreed on one this year. This may provide the opportunity to continue to support two schools at the conference.

The internet was somewhat problematic. The Conference Planner is on this and has been in touch with the hotel, but something to consider for next year.

In addition to these suggestions, Donna Epton, Dan Saavedra, and the committee chairs all submitted thoughts for future conferences. These can be viewed in the committee reports submitted to President, Mike Dunker.

Committee Members

Donna Epton - Conference Coordinator

Linda Haffner -IACAC Executive Assistant and Registration and Hospitality Co-Chair

Dan Saavedra - IACAC Webmaster

Todd Burrell - Credentials and Nominations

Mike Melinder, Ryan Downey, and Dave Shafron - Communications and Social Media Committee

Sue Sanders, Omar Soloman, and Ali Willoughby - Entertainment Committee

Stephanie Szczepanski, Wallace Holder, Melissa Byram - Evaluations Committee

Michelle Adams, Anita Carpenter, Patrick Ryan - Exhibitors, Sponsorship and Advertising

Nora Loftus, Rose Reiber, and Lori Greene - First Timer's Luncheon Committee

David Boyle, Chrissy Grotzke, Cindy Kasten - On-Site

Quinton Clay, Erin Hoover, Michael O'Connor - Program Committee

Kris Harding, Anabel Meniffee, Marsha Hubbuch - Project Reach Committee

Michelle Brown, Rachel O'Connell, Michael Ford - Raffle Committee

Katie Trnka and Gina Williams - Registration and Hospitality Committee

Traci Flowers and George Kazlusky - Tellers Committee

College Awareness & Preparation

Chairs

Emily M. Johnson, Augustana College
Anabel Menifee, University of Cincinnati
Lauren O'Connor, Westmont High School

Purpose

The mission of the College Awareness and Preparation (CAP) Committee is to provide the students and families of Illinois with practical, timely and accurate information on the college process. Its work focuses on improving student, family and community awareness of the wide range of college selection and admission processes. The committee will make service and outreach to nontraditional, underserved and underrepresented populations a particular emphasis of its work.

Summary of Activities

Motivate Me Young Men's Conference 2013 (June 1)

- First-time event
- 33 young men (rising sophomores) in attendance representing 18 high schools
- Recipient of the NACAC Rising Star Award
- 100% of attendees reported they would encourage friends to attend in the future and rated the program "good" or "excellent"
- Was the subject of the National Inclusion, Access & Success committee's April 2014 program spotlight conference call

Camp College 2013 (July 8-11)

- 11 Illinois counties represented in applicant pool, five of which were never before represented at Camp College
- Added a fourth day, allowing us to reach four campuses instead of two
- 28 rising seniors from 22 different high schools attended
- Motivate Me Young Men's Conference 2014 (May 31)
- Shifted to online application with automatic data collection, greatly increasing efficiency
- Required supporting documents, like participant waivers, during application process rather than after "acceptance" to avoid losing students in the window of time between acceptance and the program
- Received 102 applications from 29 high schools and four IL counties

Camp College 2014 preparation

- Made 2014 camp decisions earlier, communicating acceptance almost a full month earlier than had been done in past years (to keep Camp College foremost in summer planning and guard against melt of accepted students)
- Received 125 applications from 10 IL counties
- 44 accepted students to date represent 29 high schools in eight different counties

- Continued the model of a two-year term for proposed Camp College location (currently Western Illinois University, Monmouth College, Knox College, Augustana College)

Development

- Staff purchased Camp College shirt to be worn during program
- Requested an optional \$20 registration cost for Camp College college fair, giving post-secondary institutions an easy opportunity to donate to the program
- 5 committee members participated in the Bank of America Shamrock Shuffle, meeting the fundraising goal of \$1,000

Recommendations for the Future

- Explore a system that more closely resembles a "registration" as opposed to an "application" for Motivate Me
- Continue to expand geographic diversity, especially within the Camp College program
- Continue to strengthen the mentorship component of Camp College
- Track college attendance of Camp College alumni, potentially through clearinghouse data
- Host one of each program per fiscal year
- Create uniform proposal documents for potential host sites for each program

Committee Members

Emma Adebayo, University of Illinois
 Viviann Arguiano, Loyola University Chicago
 Yaneth Bello, Northwestern University
 Ziggy Blackwell, Southern Illinois University Edwardsville
 Reuben Burnley, Dominican University
 Celso Cardenas, Francis W. Parker School
 Christopher Chiakulas, Round Lake High School
 Gil Gutierrez, Illinois State University
 Brian Hodges, University of Illinois Springfield
 Marsha Hubbuch, College Counseling Services
 Sparkle Hunt, Loyola University Chicago
 Ashwin Karingada, Young Women's Leadership Charter School
 Dave Marcial, Illinois State University
 Kasey Mather, City Colleges of Chicago
 DJ Menifee, Knox College
 Ashlee Mishler, Oakton Community College
 Maureen Mohan, York Community High School
 Karina Padilla, University of Illinois Springfield
 April Ponte, University of Illinois
 Nick Sanders, Eastern Illinois University
 Omar Solomon, Eastern Illinois University
 Kasey Stevens, Ferris State University
 Roberto Suarez, Homewood-Flossmoor High School

Glenda Townsend, Hillcrest High School
Diliana Velasquez, Concordia University of Chicago

Credentials

Chair

Todd Burrell, Southern Illinois University Edwardsville

Purpose

The Credentials Committee is comprised of IACAC members on both the secondary and post-secondary side whose main responsibility is to review the IACAC by-laws and make recommendations to the Executive Board. In addition the committee reviews the bylaws to help maintain consistency with NACAC and any updates related to NACAC changes. The committee is tasked with providing feedback regarding by-law questions throughout the IACAC year. For example, the committee will assist in determining membership questions.

This committee meets once a year in January and has various follow up via email and phone calls.

Summary of Activities

The Credentials Committee, for the first time in IACAC History, provided feedback regarding the membership portion of the IACAC bylaws. To help IACAC be compliant with NACAC, an online vote was taken of membership to vote on proposed bylaw updates. The proposed membership updates were approved and added to the bylaws prior to the end of December 2013 (this was done to meet the NACAC deadline.)

The Credentials Committee then met on Thursday, January 9, 2014 at Elmhurst College. At this meeting, the committee reviewed all IACAC by-laws and made the various updates based on information submitted by the Executive Board; the committees; and other appropriate changes. It was discussed that our membership categories should be fine based on the online vote done in December 2013.

In addition, the committee discussed the IACAC policy and procedures manual. This proposed committee will be appointed by the IACAC President prior to the annual conference. This committee will be an ad hoc committee that will work on this new manual over the next years. Donna Epton and Ellen Rostker did share an update in regards to membership that would be included in the policy and procedures manual. This update was then presented to the IACAC Executive Board at the January meeting. The updates were approved by the board and will be placed on IACAC website.

Once the Annual Conference is complete, the updated bylaws will need to be shared with Linda Haffner and Dan Saevedra to send to NACAC and put on our website. This should be done by the end of May.

Recommendations for the Future

The Credentials Committee should be established early in the IACAC year in order to assist with various questions that may come about regarding our bylaws.

The committee should then review the bylaws prior to January of the IACAC year so that updates can be shared prior to the one meeting each year. This will allow for a more productive and efficient meeting.

Committee Members

Kelli Allen, Iowa State University
Gretchen Bree, Lincoln College
Laura Docherty, Fenwick High School
Donna Epton, Retired Member
Michael Ford, Michigan State University
Erin Halley, Aurora University
Emily Johnson, Augustana College
Stephanie Levenson, Elmhurst College
Kathy McSherry, Eastern Illinois University
Jennifer Paar Gross, University of Denver
Andrea Postiglione, Governors State University
Joe Prieto, Retired Member
Michelle Rogers, Saint Louis University
Ellen Rostker, Chicagoland Jewish High School
Iris Schrey, Retired Member
Carin Smith, Lawrence University

District Seminars

Chairs

Meghan Cooley, Augustana College
Jason Swann, Rend Lake College
Kathy Major, Joliet Catholic Academy

Purpose

Oversee District Seminars throughout the state of Illinois. This committee was formed in 2012 to replace the roles of the two Professional Development Directors which were eliminated with the IACAC Executive Board restructuring.

There are 8 districts in Illinois divided into two regions. The North Central and East Central districts have combined their district seminar for the past few years.

Summary of Activities

- 7 district seminars offered 31 sessions during March, 2014.
- 345 (247member/98 non-member) attendees
- Significant decrease in attendance (433 in 2013 and 408 in 2012). The Southern District attendance was consistent with 2013. The Western District offered free registration for high school counselors and saw an increase in attendance. I have not received a detailed report so I hesitate to speculate if the increase in numbers was a result of this offer. The West Central District saw record attendance. All remaining district seminars saw decreases.
- \$1400 raised in cash sponsorships/donations
- The online registration process seemed to work well.
- Most of the feedback indicated very positive responses to the sessions offered at the seminars.
- This report is lacking some final details because we have not received reviews from all coordinators

Recommendations for the Future

- We must work to ensure registration is up on the website in January which means all dates, session descriptions, etc. must be submitted by District Seminar committees to the DS Chairs by December. An early start to committee work is essential for this to be possible.
- Develop a clear and detailed listing or guidelines with a timetable for district seminar coordinators, or provide an organizational meeting with veteran coordinators, to help with the transition when there is a change in committee leadership. Those seminar committees that have a plan to groom committee chairs do not have this issue but in the event mentoring or grooming new leadership isn't possible we need a better way to support these coordinators.
- Do we need to develop a budget?
- Discuss fundraising and the use of these funds.
- Discuss ways to contact/promote seminars with non-IACAC members

Committee Members

April Bauer, Bradley University
Annette Braden, Norris City-Omaha-Enfield High School
Tammy Celus, Annawan High School
Karen Dahlstrom, Augustana College
Ali Willoughby, McKendree University
Michelle Brown, Oakton Community College
Michelle Adams, Elmhurst College
Victor Sanchez, Roosevelt University
Gretchen Bree, Lincoln College - Normal
Russ Devereaux, Northern Illinois University
Stephanie Poulos, Northern Illinois University
Brad Kain, Homewood-Flossmoor High School
Julie Marlatt, College of DuPage
Lianne Musser, Lyons Township High School
Ashley Dobbyn, Lewis University

Event Coordinator

Donna Epton

Purpose

One of the roles of the event coordinator is to research sites and negotiate contracts at properties for future IACAC Annual Conferences. In addition, the event coordinator works with the current president-elect in developing the annual conference budget and with the on-site chairs, executive assistant and other conference committee chairs regarding the entire conference planning. The event coordinator has assisted all three presidents with a myriad of tasks related to the conference. Throughout the conference planning, the event coordinator is the primary liaison between the president-elect, the conference committee chairs and the conference hotel.

Summary of Activities

In 2012, the Executive Board requested the event coordinator look at negotiating contracts for the 2015, 2016 and 2017 IACAC Annual Conference. A presentation was made to the board regarding potential locations and dates based on past history of the conferences and predicted dates for other events, which impact IACAC members. It was clear the board wanted to maintain a spring conference to be held at a hotel and avoid as much as possible conflicts arising from Advanced Placement Testing, May 1 deadline, Prairie State Testing, the annual AACRAO Conference, spring breaks and graduations. The board was presented with a number of date options and a recommendation the location continue to be at The Westin Northwest Chicago. Once dates and location were approved, contracts were negotiated. At the January 11, 2013 Executive Board Meeting the contracts were approved.

The IACAC Annual Conference will be held on the following dates at The Westin Northwest Chicago, Itasca:

- April 29 - May 1, 2015
- May 4 - May 6, 2016
- April 26 - April 28, 2017

Recommendations for the Future

It is important for the association to plan a number of years in advance for conference sites in order to acquire the best dates and prices. A continuing relationship with one property is very advantageous in keeping cost increase to a minimum. It is important to note that the cost of attendance at the conference has been for quite a few years below the actual meal cost at the conference. This is possible due to the money generated by sponsors, exhibitors, advertisers and raffle. Additionally, estimating actual meals consumed vs. ordered, is a great savings to the bottom line of the conference.

It is very helpful to have the consistency of an ongoing event coordinator to develop relationships with a property, become familiar with contracts and help the president-elect understand how to develop a budget and plan a successful conference. As an appointed position, rather than elected one, this can be more effectively accomplished.

Finance

Chair

DeVone Eurales, Knox College

Purpose

The purpose of the Finance Committee is to annually review the IACAC Fiscal Policy and advise the Executive Board on recommended changes in the best interest of the organization. The Committee reviews the financial well-being of IACAC and discusses ways to increase revenue and decrease expenses while continuing to support the mission of IACAC, IACAC members, and the students the organization serves. The Finance Committee is charged with developing a budget for the next fiscal year to be approved by the Executive Board and the entire membership at the annual conference.

Summary of Activities

The Finance Committee met twice during this fiscal year, the first at the NACAC Conference in Toronto on September 20, 2013 and the second at Illinois State University on January 31, 2014. The following items were discussed this year: Credit Card change, Fiscal Policy proposed changes, 2014-2015 Fiscal Year Budget, annual review of contractual & stipend staff, and removal of our fax line.

The committee, with assistance from Dan Saavedra, negotiated new terms for our credit card payment option. We are now using Chase and Authorize.net to process credit card payments. This is a switch from google wallet. Benefits include: our executive assistant can now manually process credit cards received over the phone or at an event through a special website, members no longer need a Google account, and the checkout process for members on our website is a lot simpler.

The committee proposed changes to the fiscal policy. Amendments to Articles IV and V were approved at the March 20, 2014 Executive Board meeting. These two amendments are:

1. Registration fees for the NACAC Annual Conference would be a reimbursable expense for any IACAC member that serves on an NACAC Committee and is required to attend the NACAC Annual conference, if not covered by their home institution or NACAC.
2. Any person who wins an award at NACAC and receives a complimentary NACAC membership will also receive a complimentary IACAC membership.

In November the treasurer reached out to Committee Chairs for changes to their expense and revenue operating budgets for the next fiscal year. Committee chairs were asked to provide recommendations to the Finance Committee to assist in the development of proposed fiscal year 2014-2015 budget at the January Finance Committee meeting. In January, the Finance Committee met and developed a proposed budget that was approved at the March 20, 2014 Executive Board Meeting. The approved budget was proposed and voted on during the Membership Meeting at The Annual Conference on May 1, 2014.

The Finance Committee also reviewed and updated staff contracts & stipends and discussed the removal of the IACAC fax line at the January Finance Committee Meeting.

Recommendations for the Future

The Finance Committee has a positive outlook for the future of IACAC. The Committee should continue to scrutinize expenses and look for new opportunities to maximize revenue. A thorough review of the fiscal policy is needed on an annual basis. The committee recommends that the contracts of IACAC staff be continue to be updated each year along with job descriptions. The new treasurer cycle has been approved and now is in year two, the committee recommends that the next year be spent clearly defining the roles and responsibilities of the Treasurer, Treasurer Elect, Past Treasurer to provide the best service to the IACAC Executive Board and IACAC Members.

Committee Members

Todd Burrell, SIUE

Mike Dunker, Retired

Linda Haffner, IACAC Executive Assistant

Annie Kremer, DePaul University

Patrick Walsh, Illinois State

Government Relations

Chairs

William Morrison, Highland Park High School
Robert Zigmund, St. Ignatius College Prep
Robert Skorczewski, Southern Illinois University Edwardsville

Purpose

Advocating for IACAC members and the students of Illinois in regards to college access and funding; keeping membership informed on pertinent issues regarding such as the local, state, and federal level.

Summary of Activities

- Attendance at the annual Federal Advocacy Day in Washington, D.C.
- Coordination of and attendance at the annual Springfield Advocacy Day.
- Presentation of session at the IACAC Annual Conference.
- Disseminate information to membership on issue that affect IACAC and the students we serve.

Recommendations for the Future

It is recommended that the GRC committee explore opportunities to expand the information that is disseminated to the membership. This may include coordination with the Media Communications Committee, development of newsletters, or holding webinars/conference calls to give updates on important issues to the membership.

Committee Members

Jose Alferez, College of Dupage
Josh Binder, Aurora University
Melissa Champs, City Colleges of Chicago
Carla Cortes, DePaul University
Laura Docherty, Fenwick High School
Becca Foley, Illinois Tech
Sandra Gilbert, Retired Member
Amanda Hiltunen, DePaul University
Gwen Kanelos, Concordia University Chicago
Shaun Keating, Roosevelt University College of Pharmacy
Steve Landgraf, Concordia University Chicago
Anabel Menifee, University of Cincinnati
Adrian Nelson, Shimer College
Greg Rathnow, IUPUI
Bianca Reynoso, City Colleges of Chicago
Jim Rohde, DePaul University
Nick Sanders, Eastern Illinois University
Steffani Schneider, Concordia University Chicago
Sarah Steinhorst, University of St. Francis
Jason Swann, Rend Lake College

Chuck Walz, Northern Illinois University
Paul Welsh, Whitney Young Magnet School
Josephine West, Ohio State University
Shawn Wochner, Western Illinois University

ICE/Calendar

Chair

Carin Smith, Lawrence University

Purpose

The College Fair Committee is responsible for establishing the IACAC College Fair schedule, overseeing policy and procedures, and promoting the College Fair Calendar. Beginning in September 2010, the Committee also took on overseeing the planning and implementation of the Articulation Unplugged program, held each fall at Illinois State University. The Regional College Fair Coordinator shall be the chairperson and the committee shall consist of nine members, each of whom shall serve a three-year term. Efforts will be made to include a member who serves on the Chicago NACAC Fair committee and at least one committee member will also serve as one of the chief organizers of Articulation Unplugged.

Summary of Activities

- Added the Glenbrook Schools, District 211 and DeKalb County at NIU to the 2013-14 ICE Schedule, bringing total Regional programs to 29; will add College of DuPage and a spring, district wide, day fair to the 2014-15 schedule which will result in 31 Illinois Regional College Fairs.
- Implemented the new Regional College Fair fee structure and carefully monitored the impact this may have on registration numbers; registration numbers actually increased.
- Renamed the types of college fairs based on input from community members and counselors: ICE will now be known as Illinois Regional Fairs, IACAC-Approved Fairs will be known as IACAC-Recognized Fair.
- Requested committee name change to the Credentials Committee, and for a vote by the general membership; new name requested "College Fair Committee."
- Completely revamped college fair list available on the IACAC website to be more user friendly and up-to-date.
- Will be offering a college fair workshop in June at Rend Lake College (spearheaded by Melanie Coffman and Drew Eder) in order to offer support and best practices ideas for Regional College Fairs.

Recommendations for the Future

- Continued work with IACAC webmaster to roll out dynamic map project for most College Fairs (project spearheaded by Erin Hoover and Shawn Wochner).
- Will offer Regional Fair posters to individual sites in Spanish.
- Re-design of Illinois Regional Fair registration materials.
- Continue to publicize new fair designation names.

Committee Members

Sue Biemeret, Stevenson HS

Ryan Cockerill, Lewis University

Melanie Coffman, Barrington HS
Michele Darnell, Illinois Wesleyan University
Drew Eder, Loyola Academy
Erin Hoover, McKendree College
Debbie Lamb, Illinois State University
Kim Myers, Marist HS
Eric Ruiz, University of St. Francis
Timmi Turley, University of Illinois at Urbana-Champaign
Shawn Wochner, WIU

Inclusion, Access, and Success

Chairs

Traci Flowers, Loyola Academy High School

Dan Gin, Niles West High School

Luke Kerber, Aurora University

Purpose

The Inclusion Access and Success committee strives to heighten awareness, consciousness, and sensitivity to the issues of culture, race, citizenship status, sexual orientation, gender, age, and other differences as they pertain to post-secondary access. IAS aims to infuse this awareness in all aspects of the association and to serve as the communicator, spokesperson and advocate for "people issues." The IAS develops educational programs for counseling professionals working with students who, for reasons of disadvantaged experiences, are often denied access to post-secondary educational opportunities.

Committee Goals:

1. Submit IACAC newsletter articles relating to IAS committee or IAS subcommittee topics.
 - a. 4 articles were submitted throughout the year.
2. Continue to promote and publicize Step by Step guides (specifically to graduate students in counseling programs, middle schools, outside Chicago population and public school counselors per the Strategic Plan of NACAC)
 - a. IAS members trained, Presented at ISCA Conference's, and continuing to promote guide in schools.
3. Create College Advising Guides and/or resources for Homeless Students
 - a. Finalizing top resources to be put on IAS webpage
4. Create College Advising Guides and/or resources for LGBTQ community
 - a. Finalizing top resources to be put on IAS webpage
5. Offer a session at IACAC annual Conference on LGBTQ students.
 - a. Session was a success at conference along with the GWI threads.
6. Each subcommittee to expand their goals and efforts on targeted underrepresented populations.
 - a. We are proud of the work the committee members are doing. Our goals this year were almost fully achieved. We have even bigger plans for next year and will continue to serve the underrepresented.

Summary of Activities

Committee Timeline:

(All meetings held at Oakton Community College in Skokie, IL)

September 27, 2013 12-3 pm

January 10, 2014 1-3 pm

April 4, 2014 1-3 pm

May 23, 2014 1-3 pm

Activities and Recommendations:

The committee is divided into seven subcommittees and each committee member serves on at least one subcommittee. Below are the subcommittees and the accomplishments this year and the work to be done:

- LGBTQ
 - IAS members presented A Rainbow of Opportunity at conference, IAS members presented Transgender Students and the College Search
- Homeless
 - Finalizing guide for webpage
- Step by Step
 - Trained the IAS committee member to be presenters of Step by Step materials, presented at the ISCA conferences in Springfield and Skokie, working to connect with the area schools to present guide.
- Beyond Chicago/Technology
 - Traci Flowers, Loyola Academy, successfully implemented the first Twitter Chat on April 15, 2014 to help counsel first generation students with the college process, Successfully implemented the first podcast of undocumented session at Schaumburg District Seminar.
- Newsletter (Publicity/Branding)
 - Completed/submitted 4 articles to IACAC newsletter.
- Undocumented
 - Updated IACAC IAS webpage and continuing to update resource guide, Presented DREAMERS and the College Dream at conference, will present to Schaumburg guidance office on Undocumented process and resources in October.
- Conference/Reception
 - See below

Activities at the IACAC Annual Conference include:

- Offered a GWI thread. The sessions include: Do You See What Eye See?, Increasing Awareness, Access & Success, A Rainbow of Opportunity, To Admit Affirmatively? That is the Question, Early and Often Intervention, Guiding our Young Men, DREAMERS and the College Dream, and Transgendered Students and the College Search
- Host the annual IAS Reception:
- Facilitate the Connection Session: GWI by Danielle Nightingale, Oakton Community College, and Zach George, DePaul University
- Donated an IAS basket for the Raffle

Recommendations for the Future

We plan on continuing the work in each subcommittee. Both LGBTQ and Homeless resource guides will be completed and put on the IAS webpage. We are looking spread our work with Step by Step throughout the chicagoland and beyond. We look to continue our Twitter chats and continue to expand on the podcast idea. At our next meeting (May 23) we plan on discussing next years IAS budget. There are other ideas on the table that would need further funding from IACAC.

Committee Members

Beth Arey, Evanston Township HS
Audrey Barrientos, Western Illinois University
Marsha Brown, City Colleges of Chicago
Paris Brown, Lawrence University
Ramon Cabrales, City Colleges of Chicago
Tanya Cabrera, Illinois Institute of Technology
Christina Callahan, Northwestern University
Cynthia Corral, City Colleges of Chicago
Carla Cortes, DePaul University
Anabel Duarte Menifee, University of Cincinnati
Andriana Esparza, Oakton Community College
Traci Flowers, Loyola Academy
Alicia Funes, Niles West High School - Intern
Paul, Genovese, Elk Grove High School
Zachary George, Depaul University
Laura Gergely, College of Lake County
Aliza Gilbert, Highland Park High School
Terry Gilbert, Purdue University
Dan Gin, Niles West High School
Chuck Gutman, Waukegan High School
Eric Hayes, City Colleges of Chicago
Kira Humphrey, City Colleges of Chicago
Emily Johnson Augustana College
Michael Jones, Chicago City College (Malcolm X)
Tonetta Jones, Northern Illinois University
Luke Kerber, Aurora University
Polly Knudsen, Buffalo Grove High School
Renee Koziol, Trinity HS
Mayra Lagunas, University of Illinois
Demisha Lee, Schuler Scholar Program
Maxine Levy, Retired- Buffalo Grove High School
Marcia Lovitt, Northern Michigan University
Mike Melinder, IUPUI
Tony Minestra, Loyola Academy
Vanessa Miranda, Dominican University
Ashley Mishler, Oakton
Danielle Nightingale, Oakton Community College

Jenn Paar, University of Denver
Jerry Pope, Niles Township High School District 219
Shevon Porter, Northern Illinois University
Merry Quinn, Lakes and Antioch Community High School
Miesha Ransom, College of Lake County
Socoro Rogers, Glenbrook South High School
Matthew Topham, Glenbrook South High School

Media Communications

Chairs

Mike Melinder, IUPUI

Megan O'Rourke, Marquette University

Purpose

The Media Communications Committee serves IACAC and its members by providing news, information and additional relevant updates with regards to our organization and the counseling profession. Through the means of a quarterly electronic newsletter, website development and social media outlets, we strive to provide members with accurate and timely information to maximize membership benefits and provide resources and professional development opportunities to best serve our students and institutions.

Summary of Activities

Ongoing:

The media communication committee continues to administer the fully electronic newsletter, "The Admission Essay." The featured member was added to the newsletter and has highlighted not only individuals that have been members for some time but also members that have less tenure. We continue to work on maintaining updated information on the website by revising committee board reports to include updates for the website. The committee also implemented the Summer Programs Directory which provides a resource to high school guidance counselors and the community on summer programs that are available for students to pursue at a wide variety of institution from Illinois and as well as neighboring states. The Summer Programs Directory currently boasts more than 80 summer enrichment programs for students to take advantage of to continue developing their interests.

New this year:

The media communications committee assisted the Inclusion, Access, and Success Committee with IACAC's first ever Twitter chat, held in April. This is something the IAS committee has expressed interest in continuing, and will be discussed with them at the transition meeting. This year, the committee also worked with Dan Saavedra to implement the High School Counselor Toolkit. This is a self-service resource, with counselors able to add documents they've used for presentations, college planning, financial aid workshops, etc. that can be shared with the IACAC community. The hope is that this toolkit provides a resource for counselors who need the assistance when creating or updating their programs.

As always, the media communications committee provides assistance to any committee interested in pursuing new and different ways to reach the IACAC membership. The work the committee does varies from year to year, as IACAC is always implementing new programs and resources for its members. This is one of the strongest components of IACAC, and our hope is that will continue in the future. We are happy to be of service to the board and the various committees, as part of our goal is to make this organization stronger.

Recommendations for the Future

We continue to seek opinion editorials discussing trends and topics in post-secondary counseling to publish in The Admission Essay. We will continue to explore creating press releases to help bring college transition awareness through main stream media outlets. Exploration of possible ways to advertise will also be discussed, in addition to new ways to streamline the process of receiving articles for the newsletter. We also hope to add a third committee chair, and to create a transition plan going forward. Finally, the committee would like to see a commitment from the executive board and presidents to require each committee to submit articles to the newsletter. So many committees do wonderful work throughout the year, and we want to make sure that we publicize this to the membership.

Committee Members

Joel Johnson, Viterbo University
Sarah Colange, Knox College
Zak George, DePaul University
Jamie White, Northwestern University
Lauren O'Connor, Westmont High School
Patricia Grawey Beeler, Retired
DJ Menifee, Knox College
Shawn Wochner, Western Illinois University
Kasey Mather, City Colleges of Chicago
Angie Cooksy, Bradley University
Carin Smith, Lawrence University
Emily Johnson, Augustana College

Membership

Chairs

Jill Bures, Aurora University

Ryan Downey, Southern Illinois University-Edwardsville

Carl Krause, Lake Zurich High School

Purpose

The Membership Committee promotes membership within IACAC and NACAC. The Committee is involved with the recruitment of new members and the retention of current members through a variety of activities.

Summary of Activities

The Membership Committee sent various communications to current IACAC Members and non-renewal IACAC Members through direct mail and e-mail communication outlets. We also did some updating to the website by adding additional information and FAQs.

The Membership Committee also began creation of a new Membership Brochure to highlight the membership benefits, professional development opportunities and costs associated with membership.

The Membership Committee provided the IACAC Membership Report for all Executive Board Meeting and the Annual Conference with the assistance of Linda Haffner, IACAC Executive Assistant and NACAC.

The Membership Committee also established it's first team of committee members (aside from the chairs). These members (see below) assisted in outreach, brochure creation and staffed our IACAC/Membership table during articulations and Conference to field any questions and of course encouraging non-members to sign up.

Recommendations for the Future

Get the committee more involved, staffing more events. When there are people at the IACAC tables, others are more inclined to ask questions instead of just grabbing brochures.

Make membership brochures available to all committee chairs and board members so that they can pass out as necessary.

Some type of phoning to past members and potential members, either encouraging membership or inquiring as to why they decided to not renew.

Committee Members

Pat Cannon, Retired

Jaclyn Deppen, Northeastern alum/CPS Counselor

Torrey Eason, University of Arkansas

Sarah Esslinger, Graduate student at DePaul University
Traci Flowers, Loyola Academy
Alex Hughes, Northside College Prep
Julie Marlatt, College of DuPage
Dr. Erin Mason, DePaul University
Amy Thompson, York High School
Kim Wiley, Conant High School

Mentorship

Chairs

Jennifer Troupis, Purdue University
Elizabeth Hannon, Barrington High School
Jennifer Coomer, Southern Illinois University Edwardsville

Purpose

The Mentorship Committee of IACAC is designed to bring together new and veteran members of the college admission profession. Through various interactions, members can establish meaningful relationships with other professionals in order to provide support and generate new ideas. There are mentoring opportunities available for college admissions, high school counselors, and middle managers. In addition, the Committee plans and hosts periodic gatherings as a means for larger-scale connections. These may be planned before or after college fairs, or as stand-alone events in non-travel seasons. All college admission professionals interested in further developing relationships amongst colleagues are urged to join the Mentorship Committee.

Summary of Activities

One of our goals this year was to increase statewide and out-of-state representation as well as to be reflective of all member types (college admissions, H.S. counseling, retired members, etc.) on the Mentorship Committee. We had four meetings hosted by Illinois State University following the Articulation Unplugged program in September, DePaul University in November, Barrington High School in January, and Southern Illinois University Edwardsville in April. By having the meetings in various locations throughout the state, we were able to make our meetings more assessable for those interested in learning more about our committee.

In an effort to engage veteran members of the Mentorship program, we created a Mentorship Spotlight at each meeting. We chose one members to reflect on their experiences in how mentors have encouraged them throughout the years in the profession. It was great to hear how mentor/mentees can make such a lasting impact!

In following the recommendations of the past Mentorship Co-Chairs, we made several changes to the online mentorship application at the beginning of the year. We hope that this helped to eliminate confusion for the applicant. We believe that it is more clear if they are signing up to be a mentee or mentor, and within the H.S, college admissions, or middle management programs. However, we recommend that new chairs look for even more ways to make the application even more user friendly.

We continued to promote the Mentorship program through the distribution of M&M's at 13 college fairs/programs throughout the state. We also utilized the IACAC listserv on a number of occasions to encourage members to complete a mentorship application. This year we were able to make 16 high school counselor matches, 39 college counselor matches, and 4 middle management matches. Thus, our committee was able to make 59 total matches this year.

The Mentorship Committee continued to provide quality social events that fostered meaningful relationships with other professionals. The Mentorship Committee hosted seven social events prior to/following college fairs, district seminars, and in conjunction with the ISCA conference in Skokie, IL.

We had a great turnout at the Mentorship Reception at Conference. In an effort to get high school counselors more involved, we placed a flyer in their IACAC Annual Conference folders inviting them to the reception. We also put the flyer on the tables at the First Timers Luncheon. This was the first year that the Mentorship Chairs and the First Timers Committee chairs have been separate roles. Two of the First Timers Chairs also serve on the Mentorship Committee and we believe that this created good coordination while also allowing other committee members to be involved in leadership positions. Additionally, the Mentorship chairs and the Summer Institute chairs presented a session together at conference about our committees and the opportunities available to newer IACAC members.

We are very thankful to our committee members this year and all they have done to help promote our Mentorship program!

Recommendations for the Future

We would encourage the new chairs to find more ways to involve other committee members. This can be done by having committee members check in with matches to see how they are connecting. The Mentorship Spotlight was a great way to reach out to veteran members of the committee.

We think that the new chairs could also develop the informational interviewer list. This is a list of names (solicited through the IACAC listserv) for those interested in being a point of contact for those wanting to learn more about the profession.

It was mentioned in our last meeting that the Mentorship Committee could work closely with the Membership Committee for outreach to newer members of IACAC. This could be done in a phone call or email to let them know of the benefits of membership, including the mentorship program.

Lastly, we still believe additional changes should be made to the application. One update would be to ask if the applicant is an IACAC member. Also, the duration of the match is only for one year and this could be explained a little more on the website. If someone wants to be a mentor the next year, then they will need to complete a new application in order to be matched. Also, it could be helpful for there to be a distinction if the applicant is a graduate student.

Lastly, we would like the new chairs to further increase the number of H.S. representatives on the committee and involved with the Mentorship program. Many schools that have generalist counselors could really benefit from all the resources available through IACAC and assisting their college bound students.

Committee Members

Lade Akande, Butler University
Kevin Bab, Gordon Tech College Prep
Kate Brendel, Triad High School
Quinton Clay, University of Illinois at Urbana Champaign
Mike Dessimoz, Retired Member
Russ Devereaux, Northern Illinois University
Ryan Downey, Southern Illinois University Edwardsville
DeVone Eurales, Knox College
Beth Gilfillan, Deerfield High School
Allegra Giulietti-Schmitt, Niles North High School
Sarah Goldman, Knox College
Chrstitine Hartnett, Caramel Catholic High School
Brian Hodges, University of Illinois Springfield
Nora Hynes, DePaul University
C.J. Jones, DePaul University
Jalena Jones, Thornwood High School
Matt Keegan, Illinois State University
Shannon Kennedy, Northwestern University
Kathy Major, Joliet Catholic Academy
Rory Martin, Pivot Point International Academy
Mike Melinder, Indiana University Purdue University Indianapolis
D.J. Meniffee, Knox College
Tony Minestra, Loyola Academy
Julie Nelson, Xavier University
Megan O'Rourke, Marquette University
Rosa Reiber, Concordia University
Mary Reid, DePaul University
Elyse Rench, McKendree University
Eric Ruiz, University of St. Francis
Jennifer Saunders, DePauw University
Mallory Schultz, University of Evansville
Dave Shafron, Niles North High School
Matt Sheahan, South Elgin High School
Tiffany Stallone, Niles North High School
Sarah Steinhorst, University of St. Francis
Jason Swann, Rend Lake College
Jessica Talbert, University of Wisconsin-Whitewater
Kenya Taylor, University of Wisconsin-Milwaukee
Annabelle Vinson, University of Iowa
Courtney Wallace, Augustana College
Rob Walton, Northwestern University
Josephine West, The Ohio State University

Ali Willoughby, McKendree University
Cerra Wilson, Southern Illinois University Edwardsville
Shawn Wochner, Western Illinois University

NACAC Delegates

Chief Delegate

Anita Carpenter, Downers Grove South High School

Purpose

To represent IACAC and the membership of Illinois at the NACAC Annual Conference by attending the NACAC Assembly meeting, voting for candidates nominated for board positions and on issues or recommendations for changes to NACAC policies/procedures brought to Assembly.

Summary of Activities

The 2013 NACAC Assembly took place on Saturday, September 21st in Toronto, Canada. All 23 state and regional organizations were represented.

The 2013 Assembly elected the following candidates to the NACAC Board of Directors:

- President Elect:
Jeff Fuller, Director of Student Recruitment at the University of Houston, Houston, TX

Elected Directors:

- Marie Bigham, Director of College Counseling, the Greenhill School, Addison, TX
- Kim Chaffer Schroeder, Associate Dean of Admission, Transylvania University, Lexington, KY
- Tom Weede, Vice President for Enrollment Management, Butler University, Indianapolis, IN

Appointed Directors:

- Jim McCorkell, Chief Executive Officer of College Possible, St. Paul, MN

Statement of Principles and Good Practice

The 2013 assembly adopted the following changes to the Statement of Principles of Good Practice effective immediately.

SPGP Mandatory Practices Article I.A.3. - Insert the words "in the United States. Members who choose to use incentive-based agents when recruiting students outside the US will ensure accountability, transparency and integrity." to read:

Members agree that they will: not offer or accept any reward or remuneration from a secondary school, college, university, agency, or organization for placement or recruitment of students in the United States. Members who choose to use incentive-based agents when recruiting students outside the US will ensure accountability, transparency and integrity.

There was much discussion regarding this change to the Mandatory Practices section of the SPGP as NACAC consists of domestic (US) and international members. Although the SPGP still states members will not offer or accept any remuneration for the recruitment of students, if a NACAC member organization chooses to do so, the SPGP now permits this kind of recruitment practice so long as the process ensures accountability, transparency and integrity. After much discussion and time dedicated to interpreting the recommendations of NACAC's Commission on International Student Recruitment, the Assembly determined, given the realities of a changing, global landscape, ultimately this language should pass.

NACAC delegates can anticipate further discussion regarding a "double standard" set between domestic (US) and international (non-US) recruitment practices thus allowing US universities to use and pay agents to recruit international students, but international universities (non-US) are not allowed to use the same practices within the US when recruiting US students. The new requirements will take effect after a one-year moratorium during which NACAC's Admission Practices and International Advisory Committees will continue to interpret and refine the implications of the Assembly's vote for US colleges and universities that recruit students from countries outside the US.

An interpretation of this SPGP Mandatory Practice can be found [here](#).

Best Practices Article II.B.2 - Change the word "and" to "or" between "written" and "electronic" and add the words " Postsecondary institutions should not require a commitment from a student until the financial aid award and housing options, if any, have been provided." after the word "policies." to read:

All postsecondary members should: allow students a reasonable amount of time (at least 72 hours) to respond to an offer of admission from that institution's wait list and gain admission to that institution's incoming class. This offer of admission should be a written or electronic communication to the student. Postsecondary institutions should also strive to fully inform wait list students of their financial aid and housing opportunities, if different from their normal policies. Postsecondary institutions should not require a commitment from a student until the financial aid award and housing options, if any, have been provided.

Best Practices Article II.B.20. - Add the words "on a case-by-case basis, and when requested, grant flexibility on the institutional response deadline to admitted transfer students awaiting additional admission notifications" after "students." to read:

All postsecondary members should: on a case-by-case basis, and when requested, grant flexibility on the institutional response deadline to admitted transfer students awaiting additional admission notifications."

Status of Motions from 2012 Assembly

The delegates received updates on two motions that were proposed under New Business during the 2013 Assembly in Denver.

Last fall during the Membership meeting it was recommended to the board that they provide funding for a public high school counselor to attend the national conference, Guiding the Way to Inclusion Program, and Critical Components Program. At the December 2012 Board of Directors meeting, a motion was approved to advance \$57,500 to the Imagine Grant Committee to support funding for counselors to participate in a local or national education or training opportunities as a pilot. Each of the 23 affiliates received \$2500 and was charged with finding a deserving counselor or counselors to attend the aforementioned programs. In January 2013, the Imagine Grant Committee awarded \$50,000 to 49 grant recipients. In addition, the Common Application provided a sponsorship of \$80,000 to help support hotel, travel and registration fees for 76 secondary or independent counselors to participate in the 2013 Critical Components program. The grant application cycle for 2014 began in August and recipients from each affiliate will be awarded in January 2014.

As for the motion to explore the terms of "guidance counselors", "guidance programs" and "guidance offices" in all of its reference and publications to make language more inclusive and pertinent to the profession, the Professional Development Committee has agreed to offer a position statement about this issue. However, due to staff and committee leadership changes this delayed the focus of this issue in 2013. This issue will continue to be on the agenda for the Professional Development committee in 2013-2014.

Recommendations for the Future

I would consider the position of Chief Delegate to be the past president's responsibility. In many instances, the past president has worked feverishly in reference to the issues or recommendations for changes to NACAC policies and procedures brought to the Assembly. Thus, the transition into the role of Chief Delegate would be an expeditious one.

Committee Members

One-Year Term:

Mike Dunker, IACAC President, College Counselor at Faith Lutheran High School
Todd Burrell, IACAC Past-President, Southern Illinois University Edwardsville
Anne Kremer, President-Elect Pro Tempore, DePaul University
Anita Carpenter, Downers Grove South High School

Two-Year Term:

Lianne Musser, Lyons Township High School
Rob Walton, Northwestern University

Three Year Term:

Brad Kain, Homewood, Flossmoor High School

DJ Menifee, Knox College

Tony Minestra, Loyola Academy

Amy Thompson, York Community High School

National College Fair

Chair

Beth Gilfillan, Deerfield High School

Mike Ford, Michigan State University

Purpose

The Chicago National College Fair (NCF) will serve the entire IACAC student body with excellent hands-on experience to successfully navigate the college selection process, obtain financial aid and institutional scholarship information, test preparation strategies and personal assessment activities to enhance the student strength in the college search process. This committee organizes informational sessions, transportation, volunteers and local publicity for the annual college fair. The Chicago NCF serves the experienced family as well as the first generation, college bound communities. The Committee Co-Chairs are eager to serve NACAC & IACAC in surpassing our overall goals at the Chicago National College Fair. We will have national representation from a vast array of constituents.

Summary of Activities

The Chicago NCF is our largest and our most comprehensive college event in the Chicagoland region. IACAC volunteers are on hand to provide students and families with expert advice on adequately meeting the high expectations of attending four-year, two-year and technical institutions in the 21st century. Students should come prepared to actively dialogue with admission professionals, solicit college interviews and learn about the rigor and culture of over 400 institutions across the nation.

- 7,553 registered students (including 1458 mobile registrations) - up from 5,568 and 967, respectively.
- 17 educational workshops (including an ongoing session on "Tips and Tools for Navigating the Fair")
- 21 speakers presented at the educational workshops
- 304 people attended the workshops (the highest attended was "Finding Your Fit" with 99 people!)
- 44 volunteers worked the counseling center, registration & info areas, were bus coordinators & floaters, helped coordinate sessions, and were all-around awesome in their bright yellow t-shirts!!
- 30 buses of students
- We paid for parking for all presenters and volunteers (some car pooled or took public transportation)
- Session evaluations were very positive
- We had an outstanding committee! Fantastic display of teamwork.

Recommendations for the Future

- A bulk of the feedback has shown us that there would be interest in one of two options - a) move the fair to a more central location such as Rosemont or b) have two dates for Chicago Fairs with one located outside of the city.

- Parking was once again a nightmare - Families, volunteers, and colleges were forced to find parking elsewhere, often far away and much more expensive.
- Registration took less time this year, but there were still challenges with the computer setup. These need to be moved away from the window. We would like to schedule workshops and secure presenters earlier this for this year's fair.
- Better communication with CPS enabled us to engage with more counselors and students from CPS.

Committee Members

Drew Eder, Highland Park High School – Council Team Director

Kelly Dutmers, Saint Viator High School – Volunteer Sub Committee

Brad Novak, Chicago Public Schools – Communications/Marketing Sub Committee

Tony Minestra, Elmhurst College – Information Sessions Sub Committee

Lianne Musser, Lyons Township High School – Counseling Center Sub Committee

Eric Ruiz, University of St. Francis – Bus and Volunteer Sub Committee

Erin Updegraff, DePaul University – Volunteer Sub Committee

Kato Hinden – Plainfield North High School – Volunteer Sub Committee

Megan O'Rourke – Marquette University – Communications/Marketing Sub Committee

Nominating

Chair

Todd Burrell, Southern Illinois University Edwardsville

Purpose

The Nominating Committee is comprised of the two most recent Past Presidents with the most recent Past President serving as the chair. In addition to these members, at least two additional members should be selected to serve on the committee representing both the secondary and post-secondary side. This committee main responsibility is to gather and review nominations for candidates for the offices for the Executive Board. In addition, this committee works with the nominations for the IACAC awards and honors. This committee meets once a year in January and has various follow up via email and phone calls.

Summary of Activities

- This committee met on the phone on October 30, 2013.
- By October 31, 2013, the call for nominations was opened on the IACAC website. Then, on this date, an email went to all IACAC members informing them of this call for nominations. In addition, a few days later, this was posted on the IACAC listserv.
- Reminder postings on the list serv were sent in November; December; and then one week prior to the deadline in January (January 7, 2014).
- The committee did hold a conference call again in December 2013 to go over nominations received and any work that would need to be done prior to the January meeting.
- The Nominating Committee then physically met on Thursday, January 9, 2014. At this meeting, the committee reviewed the nominations for the various positions open for this coming year. After much review, the Nominating Committee selected the slate of candidates for this year.
- The candidates selected were then notified. After receiving approval from each candidate, the candidates submitted a consent form; a statement; and a photo for inclusion in the special edition of the Admission Essay sent at the beginning of April (April 2, 2014 - 4 weeks prior to the Annual Membership Meeting). All candidates were encouraged to be present at the March IACAC Executive Board meeting for candidate training from 10:00 am - 11:00 am. and then stay for the Executive Board meeting. The Executive Board then approved the slate of candidates prior to presenting to membership.
- In addition, the committee discussed the Patricia A. Kasowski award at the meeting.
- Finally, prior to the Annual Conference, the committee chair (Past President) sent information to all committee about their roles at the conference. NEW, for 2014, the Nominating Committee presented a meet and greet prior to the Annual Membership meeting (7:30 - 8:15 am). While no conference attendee came (besides the candidates), it is recommended this be built into the schedule again for the future.

Recommendations for the Future

- The Nominating Committee should be established early in the IACAC year in order to help encourage and solicit members for the open positions.
- In addition, the call for Nominations should be ready by the end of October.
- A list of nominations should be kept by the Past President and if none or not enough nominations are received for various positions, the committee members should help with encouraging members to be a part of the slate. The committee should be able to finalize the slate to be asked at that January meeting.
- A meeting agenda should be provided for the March meeting and Executive Board meeting.
- At the conference, all candidates should come to the front of the room to be recognized both at the opening session and Annual Membership Meeting.
- The "Meet the Candidates" should be continued and tried again. For the coming year, this should be built into the schedule that is published.
- To "thank" the candidates, a gift bag should be provided. For 2014, this included a Starbucks gift card; candy; snack; etc. These can be given out on Wednesday at the opening session.

Committee Members

Michele Brown, Oakton Community College

Laura Docherty, Fenwick High School

Beth Gilfillan, Deerfield High School

Maryanne Kelley, Retired Member

DJ Meniffee, Knox College

Tony Minestra, Elmhurst College/Loyala Academy (March 2014 and on)

Patrick Ryan, Marist High School

Professional Development Grants

Chair

DeVone Eurales, Knox College

Purpose

The purpose of the Professional Development Grants Committee is to promote opportunities for professional development within IACAC and NACAC for IACAC members. The Committee evaluates the Grant Policy, reviews grant applications, and awards grants for Annual Conference, NACAC, Guiding the Way to Inclusion (GWI), Middle Management Institute (MMI), District Seminars, and Summer Institute (SI).

Summary of Activities

The Professional Development and Grants Committee met in January, February, and March to review grant applications for the professional development opportunities described above. A total of thirty grants were awarded, with twenty three for Annual Conference, three for the NACAC Conference, one for District Seminars, one for Summer Institute, one for Guiding the Way to Inclusion, and one for Middle Management Institute. In addition to the thirty grants offered by IACAC, the Committee also reviewed applicants for the NACAC Public High School Counselor Grant. Two IACAC members were awarded funds to attend the NACAC Conference in Indianapolis, IN this September. The Committee awarded \$12,500 in grant funds for IACAC members to take part in professional development opportunities offered through IACAC and NACAC.

Recommendations for the Future

The Committee recommends a meeting to review the grant policy in the early fall for revisions. This would familiarize the Committee with grant policy and allow for changes to occur before the grant applications open. The Committee also recommends that the grant applications for Summer Institute, Guiding the Way to Inclusion, and Middle Management Institute open later in the spring to align with the time when these professional development opportunities are being marketed. The Committee recommends taking a close look at the costs to attend all of the professional development opportunities and ensure the amount of grant money offered will cover the registration, travel, and hotel costs of the conference.

Committee Members

Lauren Dwyer, Illinois College
Rene Gomez, Lake Forest College
Renee Koziol, Trinity High School
Jennifer Rucker, Lincoln Park High School
Patrick Walsh, Illinois State University

Professional Liaison

Amy Thompson
York Community High School

Purpose

The Professional Liaison position is not a committee chair but a specific role for an executive board member who serves in a role as delegate to the NACAC Assembly. My role is meant to be an outreach to like-minded professional associations.

We endeavor to work with:

- Illinois School Counselor Association (ISCA)
- Chicago Public Schools (CPS)
- Illinois Student Assistance Commission (ISAC)

Summary of Activities

I contacted ISCA's President and asked them about their initiatives for the year, particularly focusing on legislative issues. We also discussed some of the membership/conference initiatives that started last year but our Membership Committee already has a well-established chain of communication for those issues. After exchanging a number of emails with ISCA's President, it was obvious that they wanted to work together on helping ISAC secure funding, as their funding stream (at the federal level) may dry up.

I reached out to Abel Montoya and he, in turn, put me in touch with their legislative contact.

I also reached out to our GRC Chairs to try and connect them to this effort. They did not respond despite several attempts to all three tri-chairs. This was very frustrating and they did not have anything about ISAC at the Advocacy Day. If this was not something IACAC and GRC wanted to become involved in, I still would have appreciated a response indicating that. However, I would argue that ISAC has provided great services to families in Illinois and many schools rely on them to assist their counselors in educating families about financial aid and the cost of college. Without ISAC, many schools, and therefore colleges, would have less resources to help those who most need it.

I was never able to connect with the contact I was told about for CPS.

Recommendations for the Future

I hope to reach out to all interested parties in late July/early August this year in order to establish a connection with each group. I will try another route to establish a connection with CPS.

I will continue communicating with our Membership Committee Chairs to see if there is anything I can do to assist in their work with ISCA.

Summer Counselor College Tours

Chairs

Natalie Rubino, Glenbard West High School

Matthew Kirby, St. Charles North High School

Purpose

The purpose of this professional development committee is to plan and coordinate college tours for high school counselors that take place in the summer.

Summary of Activities

Bus O' Fun/Plane O' Fun - These tours visit approximately ten schools in five days. The tours take place in either June or July. The plane tour is offered every other summer in conjunction with the micro tour.

Micro Tour - This is a bus tour that takes place in the summer during a Plane O' Fun tour. This tour is typically three days and counselors visit about five schools.

Recommendations for the Future

None at this time.

Committee Members

Bus O' Fun/Plane O' Fun

Kara Dollaske, York High School

Carl Krause, Lake Zurich High School

Scott Lilly, Glenbard East High School

Bart Sinks, Marion High School

Micro Tour

Wendy Biggs, Wheaton North High School

Michelle Marcukaitis, Herscher High School

Mike McGuckin, Pontiac High School

Summer Institute

Chairs

Angie Cooksy, Bradley University

Cory Craig, Bradley University

Sarah Daugherty, Bradley University

Purpose

It is the mission of the Summer Institute Committee, along with the help of IACAC and its members, to collectively engage and create a program that will educate and mentor new counselors to the admission profession and the IACAC organization. Summer Institute will offer professional development and networking opportunities which are applicable to current recruiting trends and will aid in the transition as professionals.

The Summer Institute Committee was constructed intentionally, considering all manners of background, personal and professional experiences, geographic representation, diversity, and personalities. A wide variety of member characteristics is needed to ensure successful planning and implementation of this event.

The Committee asked the Co-Chairs for extensive year-long communication regarding expectations, planning, thoughts, and ideas. In return, the Co-Chairs asked the Committee for enthusiasm, suggestions, sharing of experiences, and follow-through. Both the Committee and the Co-Chairs have kept the best interest of the SI attendees at the forefront of the planning strategy for the program.

Summary of Activities

Summer Institute 2014 will offer attendees 17 informational sessions presented by a variety of IACAC's experienced members, plus multiple opportunities for breakout sessions and small-group discussions. The SI14 committee strives to provide attendees with experiential learning and professional skill development throughout the scheduled agenda. Wrap-ups are planned to take place immediately after sessions to review learning content and take-away information. Break-out sessions will allow further study and discussion of main session topics, as well as more specific, niche areas. Attendees will have choices in these areas, depending on their personal interests, position responsibilities, and career goals.

In addition to the daily schedule of organized, informational sessions, SI attendees are encouraged to continue networking and learning during our evening social activities. Presenters are invited to stay or arrive early for activities, and the SI Committee will be available at all times to ensure attendees have fun, productive, and relaxing evenings.

Recommendations for the Future

- Research! Research! Research! Consult previous Co-Chairs very early in the process. Find out what worked and did not work for them. Invite a past Co-Chair to be on the committee or to serve in a consultant role.

- Complete further research on past evaluations, indicating attendees' satisfaction or dissatisfaction with events, offerings, and accommodations. Learn from what others have done.
- Check your institution's summer calendar and do your best to find date possibilities that will least conflict with anything else taking place on your campus. Find out if you will host the Bus O'Fun, Plane O'Fun, or Micro Tour and work with them to decide on dates.
- Construct a committee intentionally, considering members' experience levels, personality types, geographic representation, and cultural/ethnic identities.
- Conduct planning meetings and communicate by way of group emails throughout the year. Confirm that members and co-chairs alike are aware of their obligations and responsibilities. Be flexible as members' schedules and availability change in regards to the actual event, and be prepared to find replacements for those who can no longer attend.
- Approach presenters for sessions early and be prepared to find replacements when their schedules change, too. Find out what their requests are for their session and let them know what you can accommodate.
- Choose session topics that will appeal to a wide variety of professional interests, and give attendees some choice regarding which sessions to attend.
- Begin promotion of the event early with IACAC newsletter articles. Consider adding a flyer advertising the event to the IACAC Annual Conference folders, whether this is in place of or in addition to staffing a table in the atrium. Consider presenting a joint session at IACAC Annual Conference with Mentorship to explain what SI can offer new hires and to promote the event. Try to attend and speak at the First Timers Luncheon for further publicity and promotion. Notify Deans and Directors early enough in the spring that they have options regarding fiscal years and department budgets.
- Remember to respect the time and well-being of the committee members, the attendees, and the presenters. It is easy to get caught up in the details, but remember to consider the overall experience for all involved.
- Make Summer Institute your own! Build off previous years' positive experiences, but enjoy creating your own event, too.

Committee Members

Sarah Goldman, Knox College

Patrick Harker, University of Wisconsin-Platteville

Alexis Harrell, Northwestern University

Sarah Hense, DePaul University

Joel Johnson, Viterbo University

Mike Melinder, Indiana University - Purdue University Indianapolis

Tony Minestra, Loyola Academy

Megan O'Rourke, Marquette University

Mike Ryan, Bradley University

Kenya Taylor, University of Wisconsin-Milwaukee

High School & Community College Visit Guide Ad-Hoc Committee

Chairs

Nate Bargar, Illinois State University
Courtney Wallace, Augustana College

Purpose

The guide contains information vital to college admissions professional used to scheduling high school visits. The Visit Guide is completely online for the 2nd year and allowed subscribers to search high schools by name or location (city/zip) through an interactive map. We currently have information on approximately

800 Illinois high schools and continued to update and improve the guide on an on-going basis throughout the year.

Summary of Activities

- Sent out several emails encouraging High Schools to submit "HS Update or addition form
- Had "HS Update and Addition" forms available at the IACAC annual conference in 2013 as well as other large high school counselor gathering (i.e. CARR Spring Counselor Luncheons).
- Recruited Committee Members to complete missing information for schools that did not submit "update or addition forms."
- Committee members called and emailed all high schools and Community Colleges (650+) that did not submit an update.
- Produced Visit Guide - went live with new information on August 1st, 2013
- Provided ongoing updates throughout the fall
- Took survey of visit guide subscribers, compiled results and presented to Executive Board
- SOLD: 103 subscriptions to the 2013-2014 High School and CC Visit Guide.

Recommendations for the Future

The Board voted on March 19th, 2014 to discontinue production of the visit guide beginning the 2014-2015 year.

Committee Members

Ziggy Blackwell, Southern Illinois University- Edwardsville
Angie Cooksy, Bradley University
Michael Elliott, Luther College
Patrick Harker, University of Wisconsin- Platteville
Christine Grotzke, Michigan Tech
Matt Keegan, Illinois State University
Hodari Glinsey, Indiana State University
Marcia Lovett, Northern Michigan University
Ita Luehrsen, Indiana State University

Jenna Muench, Augustana College
Julie Nelson, Xavier University
Rachel O'Connell, Missouri S&T
Megan O'Rourke, Marquette University
Stephanie Szczepanski, St. Louis University
Annabelle Vinson, University of Iowa
Josephine West, Ohio State University
Gina Williams, Southern Illinois University Edwardsville

Middle Management Institute Ad-Hoc Committee

Chairs

Zachary George, DePaul University
Chris Kawakita, Illinois Wesleyan University

Purpose

The IACAC Middle Management Institute (MMI) is based on NACAC's AMMI. The aim of our MMI program is to help groom future leaders in college admissions. The program curriculum includes sessions on DiSC leadership assessment, leadership and communication strategies, advice from a panel of deans and directors, enrollment management, tips on how to lead, and resumes and interviews. MMI faculty has included vice presidents, deans and directors of admission, as well as a variety of enrollment managers from various institutions of higher learning, including several from NACAC affiliates. A diversity of perspectives is always a priority when putting together each year's program.

We have had 30 attendees in each of the first three years; 30-35 is the targeted range for the total number of participants in this program.

Summary of Activities

The 4th MMI will take place June 5-6, 2014 at Augustana College.

Recommendations for the Future

- Find opportunities for MMI alumni to network with one another and with faculty from the conclusion of their program onward
- Identify new committee chairs
- Select a host site for MMI 2015

Committee Members

Nate Bargar, Illinois State University
Kent Barnds, Augustana College
Karen Dahlstrom, Augustana College
René Gomez, Lake Forest College
Anne Kremer, DePaul University
Carin Smith, Lawrence University

Project Reach Ad-Hoc Committee

Chairs

Kris Harding, Illinois State University
Marsha Hubbuch, College Consultant
Anabel Menifee, University of Cincinnati

Purpose

We hope to expand the scope of Project Reach to more than just the conference committee. The service component of Project Reach can certainly reach beyond our annual conference. It is our hope to make those connections within our organization and reach out to help others on their educational journey.

There are three main roles of the Project Reach committee:

Project Reach Adhoc Committee:

Project Reach is currently an Adhoc Committee. We will have more opportunities to make a difference throughout the year. We hope to continue our partnership with Colleges That Change Lives and The Ram Restaurant and Brewery. We would like to partner with other IACAC Committees to help serve the needs of students. We would like to continue our relationship with our recipient schools. We can provide workshops, seminars and all kinds of resources to these high schools in need.

Conference planning committee:

Our goal is to collect as many school supplies and monetary donations for the Project Reach recipient(s) announced at the annual conference. School supplies and monetary donations appropriate for high school aged students are collected at each of the District Seminars and at the annual conference.

Conference 5K committee:

IACAC sponsors a 5K run/walk during the annual conference. It is a great opportunity for members to contribute to Project Reach while keeping fit. Committee members will plan and execute all details related to this event. Whether you're a runner or a walker, it's time to lace up those sneakers and join fellow IACAC members in a great cause.

Summary of Activities

- Successfully collected and donated \$1,715 to Washington High School.
- We received 14 Project Reach nominations.
- Selected 2 Project Reach recipients: Truman Middle College and Tilden Community Academy
- Partnered with Colleges That Change Lives and received \$1,000 donation
- 5K: 100 registered, 93 participants, \$1,900 raised
- Total donation from The Ram Restaurant and Brewery: \$594
- Donated over 12 boxes of school supplies and \$1,000 to each Project Reach school

Recommendations for the Future

- Project Reach is meeting on June 10th to discuss our future goals as an ad hoc committee
- Work closely with District Seminar Chairs to increase donation awareness to membership.
- Continue our relationship with recipient schools; providing workshops, resources, etc. throughout the year.
- Continue to encourage membership to use "Donate" button in order to assist schools during the year.

Committee Members

Emma Adebayo, University of Illinois

Gretchen Bree, Lincoln College Normal

Jean Burke, Marquette University

Cindy Diaz, Saint Xavier University

Anne Gatchel, Lindblom Math and Science Academy

Arlene Knewitz, Burlington High School

Alice Murphy, Victor J. Andrew High School

Jamie Simon, Loyola Academy

Carin Smith, Lawrence University

Scholarship Ad-Hoc Committee

Chairs

Renee Koziol, Trinity High School
Stephanie Szczepanski, Saint Louis University

Purpose

The Scholarship Committee is in charge of administering and reviewing all scholarship applications. The committee selects the top five candidates to receive a \$1,000 scholarship after a comprehensive evaluation. We are looking for students who exhibit a commitment to learning and have demonstrated leadership skills and/or community service involvement. Each applicant's high school must be a member of IACAC.

Summary of Activities

July

- Met as committee chairs to set up timeline and next steps

September

- Met as committee chairs to decide on application essay
- Re-designed scholarship matrix
- Set agenda for scholarship committee meeting
- Emailed list serve for committee volunteers

October

- Reminded committee members about November meeting

November

- Conducted one committee meeting at Trinity High School on November 14, 2013 to go over the application and review process.
- IACAC bought lunch for committee members at this meeting

December

- Email list serv about scholarship going live in January

January

- Worked with Dan to get application to go live on January 5, 2014
- Email list serv that scholarship is live

February

- Email list serv that deadline is one week away
- Email list serv that deadline is tomorrow
- Application deadline was February 28, 2014

March

- Linda scans all applications and creates a new drop box folder

- Committee conference call on March 14, 2014 to go through scholarship matrix, scholarship teams and review process
- Committee conducts the initial review of applications and codes in a google doc by March 31st.

April

- Committee conference call to have them select one or two of their top candidates to move forward for final review on April 4, 2014
- Committee conference call to select finalists on April 14, 2014
- Notify recipients on April 15th - have committee members act as point of contact for student, counselor and invite to conference
- Notify Donna Epton in order to create scholarship certificates
- Work with Dan on slide show for conference. Recommend including just picture, name, school, town and conference. Then put details in chairs scripts
- Presented scholarship recipients at the annual IACAC conference.
- Past President hosted reception for recipients, their family and committee members

May

- Contact students who couldn't make it to conference and see if there is a honors night where we can present scholarships to students
- Attend honors nights for students that couldn't attend conference
- Submit admission essay article about recipients
- Linda sends checks to students directly

Recommendations for the Future

- Recommend creating online application for students that can shut off at midnight of deadline
- Add student name to counselor form and make electronic submission possible
- Allow more time for finalist review then initial review
- Possibly move up deadline in order to allow more time for review
- Look into self-reported or an electronic transcript transmission

Committee Members

Audrey Barrientos, Western Illinois University

Robert Becker, Highland Park High School

Rachel Behren, Trinity High School

Todd Burrell, Southern Illinois University Edwardsville

Ted Campbell, Northern Illinois University

Pat Cannon, Retired

Anita Carpenter, Downers Grove South High School

Colleen Corcoran, Saint Louis High School

Denise Dalton, Lemont High School

Kathy Farrell, Mother McAuley High School

Kari Gibbons, Benedictine University

Linda Haffner, IACAC
Joyce Hoyt, Retired
Emily Johnson, Augustana
Joel Johnson, Viterbo University
Maryanne Kelly, Retired
Maureen Kennedy-Barney, Seton Hall University
Dave Marcial, Illinois State University
Anabel Menifee, University of Cincinnati
DJ Menifee, Knox College
Anthony Minestra, Loyola Academy
Robyn Moreth, Independent Consultant
Julie Nelson, Xavier University
Mark O'Rourke, Glenbrook North High School
James Peltzer, Saint Xavier University
Joseph Prieto, Retired
Sheri Reiplinger, Alan B. Shephard High School
Corey Richardson, Western Illinois University
Michelle Rogers, Saint Louis University
Jennifer Rucker, Lincoln Park High School
Eric Ruiz, University of Saint Francis
Iris Schrey, Retired
Dave Shafron, Niles North High School
Karen Shankman, Retired
Jessica Talbert, University of Wisconsin – Whitewater
Timmi Turley, University of Illinois Urbana Champaign
Nancy Vasquez, Illinois Wesleyan University
Diliana Velasquez, Concordia University
LaDonna Watts, Chicago Community Colleges
Keegan White, Virginia Commonwealth University