



## 2011-2012 Annual Report

## TABLE OF CONTENTS

Executive Board	3
President's Report	4
Executive Assistant's Report	7
Executive Board Meeting Motion Log	8
Committee Reports	12
Admission Practices	12
Alumni	13
Annual Conference	14
College Awareness & Preparation	19
Credentials	21
Event Coordinator	33
Finance	34
Government Relations	36
Human Relations	38
ICE/Calendar Committee	41
Media Communications	43
Membership	44
Mentorship	45
NACAC Delegates	47
National College Fair	50
Nominations	52
Professional Development - Region I	55
Professional Development - Region II	57
Summer Institute	59
Summer Counselor College Tours	61
Ad-Hoc Committees	62
Executive Board Structure	62

## 2011-2012 EXECUTIVE BOARD

### **President**

Laura Docherty  
Fenwick High School

Laura Docherty, Two-Year Term  
Fenwick High School

Julie Marlatt, Two-Year Term  
University of St. Francis

### **President-Elect**

Todd Burrell  
Southern Illinois University Edwardsville

Dave Shafron, Two-Year Term  
Lincoln Park High School

### **Treasurer**

Patrick Walsh  
Illinois State University

Roberto Suarez, Two-Year Term  
Homewood-Flossmoor High School

Anita Carpenter, Three-Year Term  
Downers Grove South High School

### **Secretary**

Robert Yerkan  
Rolling Meadows High School

Anne Kremer, Three-Year Term  
DePaul University

### **Past President**

Carin Smith  
Lawrence University

### **Professional Development Directors**

Frank DuBois, One-Year Term  
Lewis University

Meghan Cooley, Two-Year Term  
Augustana College

### **National ACAC Delegates**

Stefanie Andrews, One-Year Term  
Proviso West High School

### **High School Directors**

Eliza Freedman, One-Year Term  
Lake Park High School

Todd Burrell, Alternate, One-Year Term  
Southern Illinois University Edwardsville

Beth Arey, Two-Year Term  
Evanston Township High School

Carin Smith, One-Year Term  
Lawrence University

Sacha Thieme, Chief Delegate, One-Year Term  
DePaul University

### **College Directors**

Ziggy Blackwell, One-Year Term  
Southern Illinois University Edwardsville

Kevin Coy, Two-Year Term  
Lincoln-Way East High School

Nate Bargar, Two-Year Term  
Illinois State University

# PRESIDENT'S REPORT

Laura Docherty, Fenwick High School

**PURPOSE** To oversee the committees, chairs and elected officers of IACAC.

## ACTIVITIES

I have to be honest and say that I am in total awe of the number of text and voicemail messages that I have received since sending my cell phone number out to the listserve in January .... I do want to thank all of you for "rolling" with my mistake and laughing with me ... I think the best response I received was "Would you also like me to write your number on the bathroom wall?" " Thanks Carol Lee : )

To say that this year has been monumental in my professional life seems inadequate. I want to thank all of you again for allowing me the privilege to serve in the role as president of IACAC.

In June, I had the honor of attending our inaugural Middle Management Institute. At one point as I watched one of the presentations, I like Carin ..... It was a phenomenal experience and I want to thank Annie Kremer and Nate Bargar for coordinating the effort, as well as Elmhurst College for hosting.

In July I realized that "There's no place like Macomb" as I hit the road and attended the Summer Institute at Western Illinois. It was thrilling to be with the 53 participants – yes, that is 3 more than the goal – and I felt privileged to meet the then rookies in our profession – I also gained a few facebook friends from this experience, which has also been fun! Thank you Shawn Wochner, Audrey Penman, Jamie Staggs and Western Illinois for coordinating and hosting a great Summer Institute.

The bus of fun headed west and from what I hear it was a successful and fun trip – thanks Mike Dunker for ALL that you do!

Camp College was another successful event held at Bradley University and Ziggy Blackwell, Roberto Suarez and Sharon Williams are to be commended for implementing this important program for students.

On August 1st, I sat on the stage at Benito Juarez High School –misty eyed as Governor Quinn signed the Illinois Dream Act. – I cannot even begin to tell you how thrilling it was and I want to thank the Human Relations Committee for all of their advocacy and work in order to help make this happen for the undocumented students of Illinois. In particular, I would like to recognize Aliza Gilbert and Luis Cabellero for their efforts and for being there with me along with NACAC past president, Jim Miller.

Aliza also served as chauffer that day as she literally whisked Jim and I away from NACAC's Guiding the Way to the Inclusion, to Benito Juarez – we had fifteen minutes to get there and she got us there with 5 to spare --. GWI was another life changing experience in downtown Chicago.

In September IACAC took New Orleans by storm as many of our members presented at the NACAC conference. I was truly proud that we had a large number of attendees and continued to

make our mark nationally. Can I ask all of those in the room who volunteered or presented at the NACAC conference to please stand?

Now can all those that serve on a NACAC committee please stand – wow!! Thank you!

IACAC had a record breaker with the National College Fair. Over 10,000 attendees were at McCormick Place on Columbus Day for a successful event. I would like to thank Beth Gilfillan, Eric Ruiz and Barbara Karpouzian for their hard work and seamless running of this fair.

As you all know, in January our Executive Board fought “snow palooza” in order to attend a meeting at Loyola University Chicago throughout the year the board has worked tirelessly to ensure that IACAC remains a premier professional organization – I would like them all to stand and be recognized at this time – (show names on the big screen)

March was “District Seminar Madness” and Meghan Cooley and Frank DuBois are to be commended for their organization of these important workshops.

One of my “presidential dreams” came true when we had a joint Executive Board Meeting and Advocacy Day in Springfield ... this happened in March and was another enriching experience. I am thrilled to announce that we will have several members of IACAC on the Governor’s P-20 Council, which is an effort to promote a college going culture in Illinois. Please come to the Town Hall Meeting on Friday. Dr. Lynne Haeffele, Senior Policy Director for Education in the Lieutenant Governor’s office will be joining us. We will also learn of other efforts of our Terrific Trio of Government Relations Chairs – Bill Morrison, a.k.a. “Billy Mo”, Bob Zigmund – “Zig, and Annie Kremer, aka “AK” and” have done an amazing job of informing us of government issues and advocating for the counselors and students of Illinois.

A couple of new efforts are being undertaken by the Directors.

I asked the High School Directors to create a Counselor Toolkit for the IACAC website. This will be filled with powerpoint presentations and handouts for counselors from all over the state to utilize in their schools. Please watch for an announcement about this, it will be coming “live” soon. Thanks to Beth Arey and Eliza Freedman.

In addition, the College Directors have a very exciting version of the High School/Community College Guide that will be launching this summer. A handout about this is in orange in your folder and I would ask colleges to commit to ordering this and high school counselors to please complete the back side of this form and turn it in to .... Thanks to Nate Bargar and Ziggy Blackwell for their work with “webmaster Dan” to making this guide available this summer.

As you know another event that we are sponsoring is The New York Times College Fair, while I publicly want to recognize that there have been some “glitches” in this process for you college folks – proving yet again that business doesn’t “get” education – I do think that this is going to be a unique and innovative opportunity for the students of Illinois to obtain information about going to college. I would ask high school counselors to encourage their students to attend and to pre-register. Flyers are available .... In addition, this effort has helped us to form a stronger relationship with the Chicago Public Schools, which I believe will help our organization to become even stronger in the years ahead.

I am so grateful to all of the colleges that hosted us this past year for Board meetings: North Central College, Illinois State University, Aurora University, Loyola University Chicago, University of Illinois at Springfield and then our upcoming transition meeting at the University of Chicago. Their donation of meals and parking fees helps IACAC to stay fiscally healthy.

The Executive Board Members and Committee Chairs are to be recognized for the work that they do that make me and IACAC look good I want to thank them once again for their creativity and dedication.

In addition, let's all be honest here, Linda Haffner is the glue that keeps all of us CONNECTED ... THANK YOU!!

Again, I have thoroughly enjoyed being the president of IACAC and am grateful for all of your support and help this year. Since you all have my number I look forward to further texts, phone calls and voicemail messages and I am trusting that none of you will write my number on a bathroom wall!

#### **RECOMMENDATIONS FOR THE FUTURE**

Stay in close touch with Linda Haffner thru weekly phone calls. In addition, stay in touch with Dan Saavedra, Sherry Hall and Donna Epton. Maintain a positive attitude and a good sense of humor!

# EXECUTIVE ASSISTANT

Linda Haffner

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

## ACTIVITIES

### Membership

- Maintained the IACAC membership database.
- Prepared monthly and annual Membership Reports.
- Produced, along with Sherry Hall, the 2011-12 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.

### Committee

- Produced the College Admission Update.
- Participated in the Illinois College Exposition (ICE)/Calendar Committee and Credentials 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** Continue weekly phone meetings with the president.

# EXECUTIVE BOARD MEETING MOTION LOG

June 2011 – May 2012

## **September 12, 2011 IACAC Board Meeting (Illinois State University):**

- Meeting called to order at 1:42 P.M. (Docherty)
- Approval of May Minutes (Docherty/Bargar). Motion carried.
- I move that the Board continue to support Camp College (Eurales/DuBois). Motion carried.
- Meeting Adjourned at 2:35 P.M. (Suarez/Baker). Motion carried.

## **November 4, 2011 IACAC Board Meeting (Aurora University):**

- Meeting called to order at 9:40 A.M. (Docherty)
- Approval of September Minutes as amended (Burrell/Andrews). Motion carried.
- I move to raise the registration fees for the 2012 IACAC Annual Conference, Connect 2012 to the following:

IACAC Members to \$195

Late Registration Fee for IACAC Members to \$40

Exhibitor Fee to \$500

Exhibitor Late Fee to \$50

(Burrell/Cooley). Motion carried.

- I move to approve the 2011 Conference budget (Burrell/Cooley). Motion carried.
- I move that IACAC, in partnership with Webmaster, Dan Saavedra, assume full rights over the creation and production of the IACAC High School and Community College Directory.  
(Blackwell/Burrell). Motion carried.
- I move that the we vote on the acceptance of having Illinois High Schools along with addresses and phone numbers, be listed on the membership portion of the website.  
(Arey/Andrews). Motion carried.
- Meeting adjourned. (Suarez/Andrews) Motion carried

## **January 20, 2012 IACAC Board Meeting (Loyola University – Lake Shore Campus):**

- Meeting called to Order at 10:07 A.M. (Docherty).
- Approval of November minutes, as amended (Andrews/Walsh). Motion carried.
- I move that the Executive Board approve the online format, exploring the mobile app feature, for the High Schools and Community College Visit Guide with the changes that Ziggy and Nate have outlined. This will permanently replace the printed version.  
(Kremer/Cooley). Motion carried.
- Meeting Adjourned at 12:56 P.M. (Shafron/Burell). Motion carried

## **March 14, 2012 IACAC Board Meeting (University of Illinois - Springfield):**

- Meeting called to order 12:15 P.M. (Docherty):
- Approval of January Minutes (Andrews/Walsh)
- I move that the IACAC Slate of Candidates for the 2012 Executive Board Positions be approved (Smith/Freedman). Motion carried.



- I motion that the executive board accept the proposed 2012-2013 Operating Budget as presented. (Walsh/Cooley). Motion carried
- I motion a \$5.00 fee be charged for a paper copy of the IACAC Membership Directory (Freedman/Zigmund) Motion did not pass.
- Motion to Adjourn: 3:54 P.M. (Kremer/Burrell). Motion carried.

**May 3, 2012 IACAC Annual Membership Meeting (Itasca Westin):**

- Meeting called to order at 9:50 A.M. (Docherty).
- It was moved and seconded to adopt the agenda and ground rules for the 2011 Annual Membership Meeting. (J. Nelson/E. Rostker) Motion carried
- It was moved and seconded to adopt the minutes from the 2011 Annual Membership as written. (E. Rostker/A. Carpenter) Motion carried.
- It was moved and seconded to approve the 2012-2013 IACAC budget as presented. (P. Walsh/M. Brown) Motion carried
- I (C. Smith) motion for the collective adoption of the following 18 proposed bylaw amendments as set forth in the notice and printed on the lovely orchid-colored meeting handout as follows:

Article II	First Paragraph
Article II	Section 2
Article II	Section 3
Article III	Section 1 – Title
Article III	Section 1.D
Article III	Section 1.E
Article III	Section 2 – title
Article III	Section 2
Article III	Section 3
Article V	Title
Article V	Section 1
Article V	Section 2
Article V	Section 2.B
Article V	Section 2.P
Article V	Section 2.Q
Article V	Section 2.R
Article V	Section 2.S
Article V	Section 2 – list

And further, these bylaw amendments will take effect on June 1, 2012. Seconded by Shaun Wochner. Motion carried.

- I (Carin Smith) motion I move to amend **Article I. Membership, Section 1. Voting Membership. Letter E.** Any individual employed by voting member institutions or other non-profit organizations whose professional activities consist primarily of counseling, admission, or financial aid services.

**To read:** E. Any individual employed by voting member institutions or other **voting member** organizations whose professional activities consist primarily of counseling, admission, or financial aid services.

Seconded by Shawn Wochner. Motion carries.

- I (Carin Smith) motion to amend **Article I. Membership. Section 1. Voting Membership, letter F.** Independent educational consultants or counselors who are self employed or employed by a company providing counseling, admission, or financial aid services.

**To read:** Independent educational consultants or counselors who are self employed or employed by a company providing counseling, admission, or financial aid services, *where these individuals perform the majority of their professional duties in Illinois and who meet IACAC Criteria for Independent Counselors.*

Seconded by Eric Ruiz. Motion carries.

- I (Carin Smith) motion to amend **Article I. Membership, Section 1. Voting Membership, letter G:** Any individual who was actively engaged in providing counseling, admission or financial aid services at one or more National Association for College Admission Counseling (NACAC) or ACAC member who is deemed retired under the retirement program of an institution formerly employing said individual; provided in each case, that such individual is not otherwise employed providing counseling, admission or financial aid services.

**To Read:** Any individual who was actively engaged in providing counseling, admission or financial aid services at one or more National Association for College Admission Counseling (NACAC) or ACAC member *institutions or organizations* who is deemed retired under the retirement program of an institution formerly employing said individual; provided in each case, that such individual is not otherwise employed providing counseling, admission or financial aid services.

Seconded by Judy Becker. Motion carries.

- I (Carin Smith) motion to amend **Article II. Executive Board, Section 4. NACAC Assembly Delegates.** This amendment calls for changing the title listed in this section from Executive Director to Chief Executive Officer – I will spare you all and not read the entire section (although it is printed on your handout and appears on the screen above).

Seconded by Michele Rogers. Motion carries.

- I (Carin Smith) motion to amend **Article II. Executive Board, Section 5. Loss of Eligibility, Letter B.** In order to remain a Delegate to the NACAC assembly, an incumbent must continue to provide post-secondary counseling, admission or financial aid services. If a Delegate's qualifying employment status were to change, he or she could continue as a Delegate until the sixtieth day following such incumbent's qualifying employment or the date on which such incumbent accepts nonqualifying employment, whichever occurs first.

**To read:** In order to remain a Delegate to the NACAC assembly, an incumbent must continue to provide post-secondary counseling, admission or financial aid services. **A**

***Delegate must be a NACAC voting member by July 15 immediately preceding the next annual meeting of the assembly through their terms of service as a delegate.***

If a Delegate's qualifying employment status were to change, he or she could continue as a Delegate until the sixtieth day following such incumbent's qualifying employment or the date on which such incumbent accepts nonqualifying employment, whichever occurs first.

Second by Jill Sangl. Motion carries.

- I (Carin Smith) motion to amend **Article IV. Nominations and Elections, Section 4. Voting and Election.** This amendment would involve changing the verbiage "distributed only to those eligible to vote for Delegates to the NACAC Assembly as determined by the By-Laws of NACAC" at the end of the 3<sup>rd</sup> sentence to read "distributed to ***NACAC voting members.***"

Seconded by Allegra Giulietti-Schmitt. Motion carries.

- I (Carin Smith) motion to amend **Article V. Council Teams and Committees, Section 2. Standing Committees** by adding "Executive Assistant" to the list of committee members.

Seconded by Stacy Ramsey. Motion carries.

- It was moved and seconded to recess the Annual Membership Meeting until Friday May 4, 2012 at 11:10 A.M., at which time the remaining business of this meeting would be concluded. (J. Parr/K. Allen) Motion carried.

#### **June 15, 2012 IACAC Transition Meeting (University of Chicago):**

- Meeting called to order at *10:05 A.M. (L. Docherty)*
- I move that March 14, 2012 Board Minutes be approved *(Docherty /Suarez). Motion carried.*
- Motion to Adjourn at *2:20 P.M. (Docherty /Marlatt). Motion carried.*

# COMMITTEE REPORTS

## Admission Practices

**CO-CHAIRS** Naomi Ewing, Woodlands Academy  
Doris Groves, Illinois State University

### 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

### ACTIVITIES

- Participated in NACAC AP affiliate conference call meetings and training as appropriate.
- Met 3 times and communicated regularly via email to confidentially review and address inquiries on behalf of individuals and schools.
- Created new form to document and track inquiries (formal and informal).
- Approved formal structure for committee member term of service and rotation and submitted abbreviated version to Executive Board for possible by-laws revision.
- Presented Admissions Practices Session at the 2012 IACAC Annual Spring Conference and at the Summer Institute.
- Responded to an increased demand for advice and counsel by those seeking to self-police and/or understand best practices.

### RECOMMENDATIONS FOR THE FUTURE

- We continue to seek representation from the Illinois NACAC delegation on our Committee as the knowledge of Assembly issues has been pertinent to our discussions.
- As part of our outreach efforts, we will continue to encourage IACAC members to contact us with any question or concern regarding ethical and best practices, not only to report SPGP violations.
- Chairs should attend AP Counterpart Meeting prior to annual NACAC conference.

### COMMITTEE MEMBERS

Tony Bankston, Illinois Wesleyan University  
David Bennett, Lake Forest College  
Gwen Kanelos, Concordia University Chicago  
Lisa Micele, The University of Illinois Laboratory High School  
Debbie Michelini, College of Lake County  
Cindy Rodkin, Hinsdale Central High School  
Michelle Schlack, Niles North High School  
Tom Shorrock, New Trier High School

## **Alumni**

**CO-CHAIRS** Donna Virklan, Niles North High School - Retired  
Mary Beth Kravets, Deerfield High School Retired

### **PURPOSE**

The Active Retiree Committee (or IACAC “Alumni”) is charged with linking together our former active members with the current organization. The goal is to bring these “alumni” together for programs, social events, conferences and/or other activities of IACAC. The keeping of this wealth of experience and past history of the IACAC organization is the purpose behind this committee.

### **ACTIVITIES**

The Alumni Committee gathered together at four luncheons this past year. Two luncheons were held October and two were held in April.

The October luncheons were held at two locations. The northern luncheon had 11 members attend held at TGI Friday’s in Schaumburg and the southern/central luncheon had 6 members and was held at Cracker Barrel in Decatur Illinois.

The April luncheons also were held at two locations. The northern luncheon had 12 members attend held at TGI Fridays in Lombard. The southern/central luncheon had 8 members in attendance and was held in Decatur Illinois at the Cracker Barrel.

Annual Conference: The Alumni Session at the May Annual conference was titled “Somewhere Over the Rainbow: Life Connections After Retirement” held on Wednesday May 2, 2012, 10:45am – 12:00pm in the Leighton Room. The Retirees Luncheon followed at Noon. All Alumni were invited to stay for the annual meeting and then invited to the suite of Todd Burrell for refreshments, networking, communication and good cheer. Thank-you Todd.

The Annual Conference Alumni Luncheon was a success with approximately 35 members in attendance. Many positive comments were communicated to the Chairperson regarding the change from breakfast to lunch. Everyone felt the luncheon, in place of the breakfast should continue for next year.

### **RECOMMENDATIONS FOR THE FUTURE**

Keep the luncheons in the fall and spring.

Continue to have an alumni luncheon in place of the breakfast at the Annual Conference.

Start a scholarship fund supported by the Alumni so that a counselor from a school with little or no funds available for professional development can attend the annual conference.

### **COMMITTEE MEMBERS**

Many.

## Annual Conference

**Chairperson** Todd Burrell, Southern Illinois University Edwardsville

### **PURPOSE**

Through a team of dedicated volunteers and staff members, the Annual Conference Committee organizes and manages the largest IACAC professional development opportunity for IACAC members.

### **ACTIVITIES**

On May 2-4, 2012, 866 individuals convened at The Westin Chicago Northwest in Itasca, IL for the IACAC Annual Conference, CONNECT 2012. And based on the initial feedback and discussions, the conference held true to the theme when many connections were made by so many.

Throughout the 3 days of the conference, attendees had the chance to choose between 56 sessions; attend various receptions hosted by IACAC committees; give back to IACAC and Project Reach while having a chance to win; and take a break to visit with other members while discussing ways we can better serve students. Of course, there was still time to unwind and take part in some great entertainment options.

The conference officially kicked off with a rousing introduction of the Annual Conference Committee. These individuals, 30+ strong, truly worked for almost a year in putting together this conference. Their time and “giving back” to IACAC provided for yet another amazing professional development opportunity for so many. THANK YOU to these individuals (link to conference chairs) and also THANK YOU to all who served as a volunteer on one of these committees.

Back by popular demand, Brad Karsh, President, JB Training Solutions presented on Making Connections: Networking With Your Team. Brad’s unique way to get all involved in his presentation made for a fun and engaging keynote.

As part of the opening ceremonies, we heard from President-Elect candidate, Mike Dunker, on his view from the back of the bus and how he has moved to the front. Based on his speech, Mike is well on his way to being the driver of the IACAC bus.

Also, to conclude the opening, we recognized our Project Reach recipient, Little Village Lawndale High School in Chicago. Valerie Franklin represented the school, and thanks to the many caring individuals of IACAC, we were able to provide them with numerous supplies and financial support totaling more than \$3,600. In addition to the work with Little Village Lawndale High School, Project Reach also reached out to help those in need after the Harrisburg tornado. This effort, in conjunction with the Southern District Seminar, enabled members to give back to those in need almost immediately. Once again, IACAC members have come through in helping others when needed. Thank you.

On Wednesday afternoon, a group of retirees gathered for an informal reception. If there is anything to say about IACAC retirees, it is that they continue to give back not only of their time, but of their thoughts and ideas. IACAC is truly fortunate to have individuals who care so much for the mission of the association as well as the members. This group, along with other retirees,

will allow IACAC to continue to keep the momentum. Stay tuned for some great ideas from this group.

In addition, IACAC welcomed graduate students to the conference and a special reception was held for these individuals. There was much enthusiasm from these participants and if their ideas are any indication of the future of college counseling, we are going to be in great hands, and IACAC will play a major role in the work that is done.

While dinner was on your own on Wednesday night, IACAC members still continued to give back. With 2 local restaurants donating a portion of their proceeds to Project Reach, we were able to collect \$670.

The evening concluded with great entertainment options based on the game show; "Minute to Win It." Be sure to view the photos on the IACAC Facebook page to catch all of the action from this night of fun.

On Thursday morning, we welcomed 24 exhibitors to the conference. Without the support of the companies and the individuals representing them, IACAC would not be able to provide such an elaborate and full conference. Please continue to support our exhibitors as they help us to help our students.

Mark it down...May 3, 2012; A historic day in IACAC. After more than 2 years of work and soliciting feedback, IACAC members voted overwhelmingly to approve the new board structure. Be sure to check out [www.iacac.org](http://www.iacac.org) for more details on this structure as well as those who will be representing the board and various committees. A special thanks to the ad hoc committee for the board structure.

Throughout the entire conference, IACAC welcomed Fran Cubberley, NACAC Board of Directors to Illinois. Fran updated all members on the happenings within NACAC as well as recognizing IACAC individuals who serve on various national committees. In addition, Kim Chaffer Schroeder, NACAC Board of Directors and Coordinator of the Affiliates Presidents Council joined us for the conference.

On Thursday evening, at the conference banquet, we awarded some IACAC members with the James A Alexander Newcomer Award; the Molly K Arnold President's Service Recognition Award; and the Patricia A. Kasowski Recognition Award. Congratulations to these individuals on all that you have accomplished. For a complete listing of these recipients, visit <http://www.iacac.org/award-winners/> (we need to update this web page).

To further build on the theme, all in attendance were treated to a glimpse of the past with some performances by 5 IACAC members that garnered standing ovations. If you missed these, check them out now as they have gone viral (<http://www.facebook.com/IACAC>).

Finally, the entertainment committee kept the tradition of the annual dance, but brought in some in new with dueling pianos. Needless to say, the evening could have continued well into the morning if allowed. By the look of the photos (including those participating in the photo booth) all have a great time.

Honoring the theme of IACAC President, Laura Docherty for this year, IACAC members know how to play hard, but also work hard. This was evident as so many were up early to hear updates from the Government Relations Chairs and special guest to the conference, Dr. Lynne Haeffele, Senior Policy Director for Education; Office of the Lieutenant Governor. The information presented allowed all to learn more about what we can do not only as individuals but as an association.

New for the conference, all in attendance came together one final time in the connections sessions. These sessions allowed for people to gather and discuss various topics that affect us and the students we serve and work with on a daily basis.

The Annual Conference came to an end with the conclusion of the General Membership meeting. This meeting served as an opportunity to thank Carin Smith, Past President, for her service and time to the association. As well, Laura Docherty was recognized and passed the gavel to Todd Burrell who will take over as President on June 1, 2012.

On behalf of the entire Annual Conference Committee, we would like to thank the conference sponsors for their support, and the attendees who came through to raise almost \$6,700 from the various opportunities provided by the Raffle Committee.

For all IACAC members, it is the hope that this next year will be one to where you can share your story and make your connections. The conference is an exciting venue that allows this to happen, but it is what happens throughout the entire year that truly defines IACAC and all that we do as an association.

Mark your calendars now for Annual Conference 2013, May 1-3.

#### **RECOMMENDATIONS FOR THE FUTURE**

- Continue to offer many sessions, but identify vendor sessions or go back to offering a one hour time slot for vendor sessions that are truly about the vendor company (ex: the Admission Guy)
- Do a session first on Thursday morning like 7:30 am – 8:45 and then do the meeting at 9:00 am. I would then recommend going back to a session from 10:30 – 11:45 with lunch beginning around 12:15 (do dedicated exhibitor time possibly before lunch).
- Keep all regular sessions for 75 minutes (again, maybe do the vendor sessions for one hour if not combined). This could also be dedicated exhibitor time.
- Do keep the retirees meal a lunch and make sure to have the retiree's session prior to this lunch on Wednesday. I do recommend hosting a reception again; this turned out nice.
- Use entire ballroom for dinner allowing for more room.
- I recommend keeping the awards to all on Thursday night at dinner. This worked well and was a nice way to close the day.
- Do continue to announce Project Reach at the Opening Session; this is a way for all to know who is attending for Project Reach and a way to promote the various activities for Project Reach.
- If possible; move the coffee from Friday morning to Wednesday morning. Not many drank this on Friday morning. Now, if you could keep both, I would do so. Maybe replace



the snacks on Thursday night entertainment with coffee on both Wednesday and Friday morning.

- Do move the entertainment on Wednesday and Thursday night to the Abricot Ballroom. This will hopefully keep the noise down in the lobby. Also, I would work with the hotel and staff to know this could be a room for people to sit in if they don't want to end the evening.
- For sessions; make sure we know who needs internet in rooms. Then combine all sessions that need the particular room. If at all feasible; you could try to get a sponsor for internet in the room. This would be quite a sponsorship, but would be nice.
- The exhibitors, sponsorships, and advertisers were fully enhanced even more this year. However, I would work on the sponsorships by keeping the levels, but making them one amount. For example, Gold would be \$2,500 and would be sole sponsorship of one event. Silver would be \$1500 and would be sole sponsorship of one event. Bronze would be \$750 and sole sponsorship of one event. You could even up the amounts to \$4,000; \$2,000; and \$1,000. I still believe others will contribute.
- Continue to offer the inside covers and back covers for advertisers.
- For exhibitors, identify what they need even though we should offer all (bundled) to them – electrical, internet, and labels. This should be identified early and labels should be sent one month in advance of conference (right after the deadline).
- After meeting with exhibitors, they recommended that it would be nice to identify if attendees were from high schools or colleges/universities. Thus, I would recommend color coding the lanyards to red for high schools; blue for colleges/universities; green for exhibitors; yellow for retirees, and black for all others (staff, students, independent counselors). You could even separate out even more.
- In addition to these suggestions, Donna Epton, Dan Saavedra, and the committee chairs all submitted thoughts for the future conferences. These can viewed in the committee reports submitted to the President-Elect, Mike Dunker.

## **COMMITTEE MEMBERS**

### **Communications and Social Media**

Kara Dollaske, York High School

Natalie Morris, Glenbard West High School

### **Credentials and Nominations**

Carin Smith, IACAC Past President, Lawrence University

### **Entertainment**

Zachary George, Lake Forest College

Scott Ham, Butler University

### **Evaluations**

Michelle Adams, Elmhurst College

Jeff Chitwood, Saint Louis University

Michelle Rogers, Saint Louis University

**Exhibitors & Sponsors**

April Hansen, ACT  
Todd Malone, Loyola University Chicago  
Patrick Ryan, Marist High School

**First Timers**

Allegra Giulietti-Schmitt, Highland Park High School  
Rob Walton, Northwestern University

**On-Site**

Danielle Cargo, Oakton Community College  
Gina Williams, Southern Illinois University Edwardsville  
Shawn Wochner, Western Illinois University

**Program**

Jill Bures, Aurora University  
Maryanne Kelly, Retired  
Stacy Ramsey, Illinois State University

**Project Reach**

Jean Burke, Marquette University  
Kris Harding, Illinois State University

**Raffle**

Michelle DeFranco, Elmhurst College  
Katie Trnka, Saint Mary's University of Minnesota  
Courtney Wallace, Missouri University of Science and Technology

**Registration & Hospitality**

Michele Brown, Oakton Community College  
Sarah Daugherty, Monmouth College  
Linda Haffner, IACAC

**Tellers**

Kathy McSherry, Eastern Illinois University  
Stephanie Szczepanski (Head Teller), Saint Louis University

**Event Coordinator**

Donna Epton, IACAC

**Webmaster**

Dan Saavedra, IACAC

## **College Awareness and Preparation (CAP)**

**CO-CHAIRS** Ziggy Blackwell, Southern Illinois University-Edwardsville  
Roberto Suarez, Homewood-Flossmoor High School  
Sharon Williams, Elgin Academy

### **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, under served and underrepresented populations as a particular emphasis of its work. To accomplish this, the CAP Committee has taken on the IACAC Camp College Program for the past three years. This program targets 40 rising seniors who are typically underrepresented or attend high-need schools and through a three day camp provide assistance with their college search.

### **ACTIVITIES**

The main activity for the CAP Committee is Camp College. To help with the planning, CAP committee members are assigned a sub-committee within Camp College (Application, Program, Budget, On-Sight) to take advantage of strengths. Much of the fall is spent confirming the location, deadlines, and gathering committee members. During the winter we step up our outreach to counselors, community-based organizations, and mentors to build a strong applicant pool. During the spring we begin to confirm the program, presenters, and have a clear picture of the total cost of Camp College. In addition, we typically spend the Friday after conference to review applications and select the students who will be invited.

### **RECOMMENDATIONS FOR THE FUTURE**

In the future the CAP Committee would like to have a spring reunion for Camp College alumni who are in the process of making their final decisions for college. We've explored coordinating this through a formal event or through a college fair to allow students to connect with university representatives one last time before making their final decision. We would also like to track past Camp College participants to find out universities they were admitted to, scholarships awarded, and finally where they ultimately enroll. In addition, we would also like to continue our mentoring efforts year round for past Camp College participants. Each year, we assign committee members to server as mentors to the students to monitor their progress and offer assistance throughout their senior year. Lastly, we have explored rotating the location of Camp College. Collecting bids similar to Summer Institute is currently being explored.

**COMMITTEE MEMBERS**

Wallace Holder, Grand Valley State  
Allegra Giulietti-Schmitt, Highland Park High School  
Marsha Hubbuch, Riverside-Brookfield (Retired)  
Sarah Whittemore, DePaul University  
Luis Hernandez, DePaul University  
Sparkle Hunt, DePaul University  
Emily Johnson, Augustana College  
DJ Menifee, Western Illinois University  
Anabel Menifee, Ashford University  
Lauren O'Connor, Roosevelt University  
Glenda Townsend, Hillcrest High School  
Cassandra Geiger, Schuler Scholar Program  
Suzanne Spelda, IMSA

# Credentials

**CHAIRPERSON** Carin Smith, Lawrence University

## **PURPOSE**

The Credentials Committee shall determine eligibility as outlined in IACAC By-Laws for membership in IACAC; make recommendations to the Executive Board regarding criteria for membership in IACAC; investigate membership eligibility questions referred to it by the Executive Board; and review these By-Laws and recommend revisions when deemed appropriate, including revisions required to maintain their consistency with the governing documents of NACAC.

## **ACTIVITIES**

The following 18 by-law amendments, which would allow for the re-structuring of the IACAC Executive Board, as set forth by the Credentials Committee and in consultation with the current Executive Board and Ad Hoc Committee on Board Structure, were approved in a block vote at the General Membership meeting on May 3, 2012.

## **ARTICLE II. Executive Board.**

Old Language:

The Executive Board of IACAC shall consist of the Officers and Directors of IACAC and the IACAC Delegates to the NACAC Assembly and shall be responsible for the management and direction of the affairs of IACAC and shall control the expenditure of funds by IACAC in accordance with Section 6 of Article VI. All Executive Board members shall assume their IACAC duties on June 1 of the year in which elected. Delegates to the NACAC Assembly, in compliance with the NACAC By-Laws, shall assume their NACAC duties on July 1 of the year in which elected.

New Language:

The Executive Board of IACAC shall be responsible for the management and direction of the affairs of IACAC and shall control the expenditure of funds by IACAC in accordance with Section 6 of Article VI. The Executive Board shall consist of the Cabinet and the Council, comprised of IACAC Directors and Delegates to the NACAC Assembly. Executive Board members shall assume their IACAC duties on June 1 of the year in which elected. Delegates to the NACAC Assembly, in compliance with the NACAC By-Laws, shall assume their NACAC duties on July 1 of the year in which elected.

Rationale:

Necessary re-wording for compliance with new Board Structure.

## **Article II. Executive Board.**

Old Language:

### **Section 2. Officers**

The Officers of IACAC shall be President, President-Elect, Most Recent Active Past President, Secretary, and Treasurer. Each Officer shall be elected from the voting membership of IACAC. The Secretary shall serve a term of two years. The Treasurer shall serve a term of two years. The President-Elect shall automatically succeed to the office of the President; the President

shall automatically succeed to the office of the Most Recent Active Past President upon the completion of their respective terms.

New Language:

Section 2. Cabinet

The Cabinet of IACAC shall consist of the President, President-Elect, Most Recent Active Past President, Secretary, and Treasurer. Each cabinet member shall be elected from the voting membership of IACAC. The Secretary shall serve a term of two years. The Treasurer shall serve a term of two years. The President-Elect shall automatically succeed to the office of the President. The President shall automatically succeed to the office of the Most Recent Active Past President upon the completion of their respective terms. The Executive Assistant shall serve as a non-voting member of the cabinet.

Rationale:

Necessary re-wording for compliance with new Board Structure.

**Article II. Executive Board.**

Old Language:

Section 3. Directors.

There shall be six Directors of IACAC. Four of the Directors shall be elected from the voting membership of IACAC, two engaged in postsecondary educational counseling and two engaged in secondary school counseling. Two Directors shall be elected from the voting membership of IACAC as Regional Professional Development Directors. One Regional Professional Development Director shall represent the northern region of the state and the other shall represent the southern region of the state. Directors shall serve two-year terms which shall be staggered to the extent reasonably feasible.

New Language:

Section 3. Council Team Directors.

There shall be four Team Directors of IACAC. All four of the Team Directors will be elected from the voting membership of IACAC, two engaged in postsecondary educational counseling and two engaged in secondary school counseling whenever possible. Team Directors will serve two-year terms which shall be staggered to the extent possible.

Rationale:

Necessary re-wording for compliance with new Board Structure.

**Article III. Officers and Directors.**

Old Language:

ARTICLE III. Officers and Directors

Section 1. Duties of Officers.

New Language:

ARTICLE III. Cabinet and Council

Section 1. Duties of Cabinet Officers

Rationale:

Necessary re-wording for compliance with new Board Structure.

**Article III. Cabinet and Council.**

**Section 1. Duties of Cabinet Officers.**

Old Language:

D. Secretary.

The Secretary shall record the minutes of the annual membership meeting, all other general membership meetings, and the Executive Board meetings. The Secretary shall be responsible for correspondence as referred by the President.

New Language:

D. Secretary.

The Secretary shall record the minutes of the annual membership meeting, all other general membership meetings, the Executive Board meetings and the Finance Committee meetings. The Secretary shall be responsible for correspondence as referred by the President. The Secretary will serve as a member of the Media Team.

Rationale:

Necessary re-wording for compliance with new Board Structure.

**Article III. Cabinet and Council.**

**Section 1. Duties of Cabinet Officers.**

Old Language:

E. Treasurer.

The Treasurer shall be responsible for maintaining the official financial records of IACAC and for performing other financial transactions. The Treasurer shall be chairperson of the Finance Committee and shall submit an annual report to the general membership at the annual meeting.

New Language:

E. Treasurer.

The Treasurer shall be responsible for maintaining the official financial records of IACAC, performing other financial transactions, and monitoring fund development. The Treasurer shall be chairperson of the Professional Development Grants Committee, Finance Committee and shall submit an annual report to the general membership at the annual meeting.

Rationale:

Necessary re-wording for compliance with new Board Structure. If any fund development occurs it would be the responsibility of the Treasurer to monitor the fundraising and development activities. The Treasurer will also chair the newly established Professional Development Grants Committee.

**Article III. Officers and Directors**

Old Language:

ARTICLE III. Officers and Directors

Section 2. Duties of Directors.

New Language:

ARTICLE III. Cabinet and Council

Section 2. Duties of Council Team Directors

Rationale:  
Necessary re-wording for compliance with new Board Structure.

**Article III. Cabinet and Council**  
**Section 2. Duties of Directors**

Old Language:  
Section 2. Duties of Directors.  
Directors shall assume the responsibilities assigned to them by the President or the Executive Board. Among these responsibilities shall be chairing, a standing committee or subcommittee of IACAC. Regional Professional Development Directors shall oversee the activities of the District Coordinators in their region.

New Language:  
Section 2. Duties of Council Team Directors.  
Directors shall assume the responsibilities assigned to them by the President or the Executive Board. Among these responsibilities shall be co-chairing one of the four Council teams as defined in the IACAC by-laws. Directors shall oversee the activities of the standing committees that report to their assigned team: Member Relations, Student and Family Outreach, Professional Development or Media.

Rationale:  
Necessary re-wording for compliance with new Board Structure.

**Article III. Cabinet and Council.**  
**Section 3. Duties of Delegates.**

Old Language:  
In addition to representing IACAC in the NACAC Assembly, each Delegate shall serve as a chair or member of at least one standing committee. Additionally, Delegates shall assume the responsibilities assigned to them by the President or the Executive Board.

New Language:  
In addition to representing IACAC in the NACAC Assembly, each Delegate shall co-chair one of the four Council teams; Member Relations, Student and Family Outreach, Professional Development or Media. Additionally, Delegates shall assume the responsibilities assigned to them by the President or the Executive Board.

Rationale:  
Necessary re-wording for compliance with new Board Structure.

**Article V. Committees.**

Old Language:  
ARTICLE V. Committees

New Language:  
ARTICLE V. Council Teams and Committees

Rationale:  
Necessary re-wording for compliance with new Board Structure.



**Article V. Council Teams and Committees**

**Section 1. Standing Committees**

Old Language:

Section 1. Standing Committees

New Language:

Section 1. Council Teams

A. Member Relations Team will oversee the work of the following committees:

Admission Practices, Government Relations, Membership and Professional Liaison

B. Student and Family Outreach Team will oversee the work of the following committees: Illinois College Exposition (ICE), National College Fair and College Awareness and Preparation (CAP)

C. Professional Development Team will oversee the work of the following committees:

District Seminars, Mentorship, Summer Tours, Summer Institute and Human Relations

D. Media Team will oversee all IACAC communication – such as, but not limited to: print, electronic, and social media; the team will work closely with the IACAC Webmaster and Publications Specialist, and will oversee the work of the Media Communications Team.

Rationale:

Council Team has been added to reflect the Executive Board Restructure; A, B, C, and D have been added to reflect the newly identified teams and the committees that are the subparts to them.

**Article V. Council Teams and Committees.**

Old Language:

Section 1. Standing Committees.

New Language:

Section 2. Standing Committees.

Rationale:

Changing Section 1. to Section 2. due to the addition of Team as Section 1. as a result of the Executive Board restructure.

**Article V. Council Teams and Committees.**

**Section 2. Standing Committees.**

Old Language:

B. Alumni Committee.

The Alumni Committee shall be responsible for integrating services of and for retired members into the activities of the association, and shall be responsible for developing programs and sessions designed to assist members in planning for retirement.

New Language:

B. None

Rationale:

The Executive Board re-structuring requires that the Alumni Committee be moved from a standing committee to a subset of the Member Relations Team. The currently allotted budget for the Alumni Committee will be moved to membership.

**Article V. Council Teams and Committees.**

**Section 2. Standing Committees.**

New Language:

P. 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.

Rationale:

The Grants Committee is currently an unofficial committee responsible for awarding grants for professional development opportunities to IACAC members for both IACAC and NACAC Professional Development activities. When the Grants Committee originally formed, it was part of each year's Annual Conference Committee as it only awarded conference grants. The financial stability of IACAC and its commitment to professional development for its members has allowed the Grants Committee over the last few years to award grants for a number of professional development opportunities, not just the IACAC annual Conference.

**Article V. Council Teams and Committees.**

**Section 2. Standing Committees.**

New Language:

Q. 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.

Rationale:

The Executive Board re-structuring allows for the establishment of the Professional Liaison Committee as a standing committee.

**Article V. Council Teams and Committees.**

**Section 2. Standing Committees.**

New Language:

R. District Seminars Committee – The District Seminars Committee shall be responsible for creating, coordinating, and implementing IACAC District Seminars in Region 1 and Region 2. These seminars will address guidance and admission concerns for high schools, community colleges, four-year colleges and universities. Membership should have some carry-over from year to year.

Rationale:

The Executive Board re-structuring allows for the establishment of the District Seminar Committee as a standing committee. The work of this committee will incorporate the work previously performed by the Professional Development Directors.

**Article V. Council Teams and Committees.**

**Section 2. Standing Committees.**

New Language:

S. Summer Tours Committee – The Summer Tours Committee shall be responsible for planning, coordinating and implementing summer bus and/or plane tours to colleges for counselors

involved in the college transition process. Membership should have some carry-over from year to year.

Rationale:

The Executive Board re-structuring allows for the establishment of the Summer Tours Committee as a standing committee. In the old board structure, summer tours were an informally recognized offshoot of the Summer Institute Committee.

## **Article V. Council Teams and Committees.**

### **Section 2. Standing Committees.**

New Language:

- a. Admissions Practices Committee
- b. College Awareness and Preparation Committee
- c. Conference Committee
- d. Credentials Committee
- e. District Seminars Committee
- f. Finance Committee
- g. Government Relations Committee
- h. Human Relations Committee
- i. ICE/Calendar Committee
- j. Media Communications Committee
- k. Membership Committee
- l. Mentorship Committee
- m. National College Fair Committee
- n. Nominating Committee
- o. Professional Development Grants Committee
- p. Professional Liaison Committee
- q. Summer Institute Committee
- r. Summer Tours Committee

Rationale:

Puts all standing committees in their proper alphabetical order.

**The following 7 by-law amendments were also approved (voted on individually) at the May 3 Membership meeting:**

## **Article I. Membership.**

### **Section 1. Voting Membership.**

Old Language:

E. Any individual employed by voting member institutions or other non-profit organizations whose professional activities consist primarily of counseling, admission, or financial aid services.

New Language:

E. Any individual employed by voting member institutions or other voting member organizations whose professional activities consist primarily of counseling, admission, or financial aid services.

Rationale:

This change was suggested by the NACAC By-Law Review Committee. The rationale in making this change is to specify that individuals eligible to vote must be from "voting member" institutions and "organizations," not simply non-profit organizations.

**Article I. Membership.**

**Section 1. Voting Membership.**

Old Language:

F. Independent educational consultants or counselors who are self employed or employed by a company providing counseling, admission, or financial aid services.

New Language:

F. Independent educational consultants or counselors who are self employed or employed by a company providing counseling, admission, or financial aid services, where these individuals perform the majority of their professional duties in Illinois and who meet IACAC Criteria for Independent Counselors.

Rationale:

This change defines that the majority of the independent counselors' professional duties be performed in Illinois, a change implemented last year for colleges and post-secondary members that should also be applied to independent counselors. And the revised wording now officially references the IACAC criteria for independent counselors. (pg. 19 of the current IACAC Membership Directory)

**Article I. Membership.**

**Section 1. Voting Membership.**

Old Language:

G. Any individual who was actively engaged in providing counseling, admission or financial aid services at one or more National Association for College Admission Counseling (NACAC) or ACAC member who is deemed retired under the retirement program of an institution formerly employing said individual; provided in each case, that such individual is not otherwise employed providing counseling, admission or financial aid services.

New Language:

G. Any individual who was actively engaged in providing counseling, admission or financial aid services at one or more National Association for College Admission Counseling (NACAC) or ACAC member institutions or organizations who is deemed retired under the retirement program of an institution formerly employing said individual; provided in each case, that such individual is not otherwise employed providing counseling, admission or financial aid services.

Rationale:

We have added "institutions and organizations" to align with the current language changes made in sections E and F.

**Article II. Executive Board.**

**Section 4. NACAC Assembly Delegates.**

Old Language:

A. Each Delegate of IACAC elected to the NACAC Assembly shall serve on the Executive Board. The number of Delegates to be elected shall be determined by the total eligible IACAC members belonging to NACAC in accordance with the NACAC By-Laws. Each elected Delegate shall serve a term of three years. To the extent reasonably feasible the terms of Delegates shall be staggered. Whenever possible, one-half of the Delegates elected shall be employed by voting member secondary institutions and voting member organizations, agencies and

institutions which provide postsecondary counseling, admissions and financial aid services, and one-half of the Delegates elected shall be employed by voting member postsecondary educational institutions. Also, every effort should be made to include traditionally under-represented members who are eligible for candidacy. The President of IACAC shall appoint Alternate Delegates to represent IACAC in the NACAC Assembly in the event an elected Delegate is unable to serve. Alternate Delegates must meet the Delegate eligibility requirements to serve. Delegates shall serve no more than two consecutive terms. Delegates are expected to attend all general meetings of the NACAC Assembly and of the Executive Board of IACAC. One of the Delegates shall be appointed annually by the President of IACAC as Chief Delegate. The President and Most Recent Active Past President of IACAC, if eligible, for so long as they hold office, shall serve as Delegates to the NACAC Assembly. The President-Elect shall serve as the Alternate Delegate to the Assembly for the President or Most Recent Active Past President. The right of the President, President-Elect, Most Recent Active Past President and elected NACAC Assembly Delegates to vote in the Assembly shall be governed by the NACAC By-Laws. The President or designee shall notify the Executive Director of NACAC of the names and terms of office of its elected and appointed Delegates and the name of its President and President-Elect immediately following their election or appointment.

New Language:

A. Each Delegate of IACAC elected to the NACAC Assembly shall serve on the Executive Board. The number of Delegates to be elected shall be determined by the total eligible IACAC members belonging to NACAC in accordance with the NACAC By-Laws. Each elected Delegate shall serve a term of three years. To the extent reasonably feasible the terms of Delegates shall be staggered. Whenever possible, one-half of the Delegates elected shall be employed by voting member secondary institutions and voting member organizations, agencies and institutions which provide postsecondary counseling, admissions and financial aid services, and one-half of the Delegates elected shall be employed by voting member postsecondary educational institutions. Also, every effort should be made to include traditionally under-represented members who are eligible for candidacy. The President of IACAC shall appoint Alternate Delegates to represent IACAC in the NACAC Assembly in the event an elected Delegate is unable to serve. Alternate Delegates must meet the Delegate eligibility requirements to serve. Delegates shall serve no more than two consecutive terms. Delegates are expected to attend all general meetings of the NACAC Assembly and of the Executive Board of IACAC. One of the Delegates shall be appointed annually by the President of IACAC as Chief Delegate. The President and Most Recent Active Past President of IACAC, if eligible, for so long as they hold office, shall serve as Delegates to the NACAC Assembly. The President-Elect shall serve as the Alternate Delegate to the Assembly for the President or Most Recent Active Past President. The right of the President, President-Elect, Most Recent Active Past President and elected NACAC Assembly Delegates to vote in the Assembly shall be governed by the NACAC By-Laws. The President or designee shall notify the Chief Executive Officer of NACAC of the names and terms of office of its elected and appointed Delegates and the name of its President and President-Elect immediately following their election or appointment.

Rationale:

NACAC changed the title from Executive Director to Chief Executive Officer.

**Article II. Executive Board.**  
**Section 5. Loss of Eligibility**

Old Language:

B. In order to remain a Delegate to the NACAC assembly, an incumbent must continue to provide post-secondary counseling, admission or financial aid services. If a Delegate's qualifying employment status were to change, he or she could continue as a Delegate until the sixtieth day following such incumbent's qualifying employment or the date on which such incumbent accepts nonqualifying employment, whichever occurs first.

New Language:

B. In order to remain a Delegate to the NACAC assembly, an incumbent must continue to provide post-secondary counseling, admission or financial aid services. A Delegate must be a NACAC voting member by July 15 immediately preceding the next annual meeting of the assembly through their terms of service as a delegate. If a Delegate's qualifying employment status were to change, he or she could continue as a Delegate until the sixtieth day following such incumbent's qualifying employment or the date on which such incumbent accepts nonqualifying employment, whichever occurs first.

Rationale:

Membership status of NACAC Delegates must be active during their term of service in accordance with NACAC policy. This change was recommended by the NACAC By-Law Review Committee.

**Article IV. Nominations and Elections**  
**Section 4. Voting and Election.**

Old Language:

A. 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 (alternate years) and the Directorships, the terms of which expire at such meeting and shall be distributed to the voting membership. The other ballot shall consist of the candidates for Delegates to the NACAC Assembly to be elected at such meeting and shall be distributed only to those eligible to vote for Delegates to the NACAC Assembly as determined by the By-Laws of NACAC. At each Annual Membership Meeting the ballots shall be counted by tellers appointed by the Chairperson of the Credentials Committee. The candidates securing the highest number of votes cast for each office shall be declared elected and the Most Recent Active Past President shall then publicly announce the names of the newly elected members of the Executive Board to the general membership. In the case of a tie-vote between candidates for specific position(s) on the Executive Board, voting members will revote for said position(s) during the Annual Membership Meeting.

New Language:

A. 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 (alternate years) and the Directorships, the terms of which expire at such meeting and shall be distributed to the voting membership. The other ballot shall consist of the candidates for Delegates to the NACAC Assembly to be elected at such meeting and shall be distributed to NACAC voting members. At each Annual Membership Meeting the ballots shall be counted by tellers appointed by the Chairperson of the Credentials Committee. The candidates securing the highest number of votes cast for each office shall be declared elected and the Most Recent

Active Past President shall then publicly announce the names of the newly elected members of the Executive Board to the general membership. In the case of a tie-vote between candidates for specific position(s) on the Executive Board, voting members will revote for said position(s) during the Annual Membership Meeting.

Rationale:

This change was recommended by the NACAC By-Law Review Committee.

## **Article V. Council Teams and Committees.**

### **Section 2. Standing Committees.**

Old Language:

G. Finance Committee.

The Finance Committee shall make budget estimates, recommend to the Executive Board investment and audit policies, administer grant programs, and supervise all other IACAC financial matters. The Finance Committee shall be responsible for the creation of and selection of candidates for all salaried and stipend positions. Based on their findings, the Finance Committee shall make recommendations to the Executive Board for approval. The Finance Committee shall meet a minimum of twice a year and be responsible for reviewing the financial statements of IACAC. This shall include the monthly financial reports and the year-end financial statement. The Treasurer shall be the chairperson and the President, Most Recent Active Past President, and President-Elect shall be members; the Most Recent Active Past Treasurer shall be a non-voting member.

New Language:

G. Finance Committee.

The Finance Committee shall make budget estimates, recommend to the Executive Board investment and audit policies, administer grant programs, and supervise all other IACAC financial matters. The Finance Committee shall be responsible for the creation of and selection of candidates for all salaried and stipend positions. Based on their findings, the Finance Committee shall make recommendations to the Executive Board for approval. The Finance Committee shall meet a minimum of twice a year and be responsible for reviewing the financial statements of IACAC. This shall include the monthly financial reports and the year-end financial statement. The Treasurer shall be the chairperson and the President, Most Recent Active Past President, and President-Elect shall be members; the Most Recent Active Past Treasurer and Executive Assistant shall serve as non-voting members.

Rationale:

Added Executive Assistant to reflect what has long been a standard practice of having the Executive Assistant serve as a non-voting member of the Finance Committee.

### **RECOMMENDATIONS FOR THE FUTURE**

Continue to review by-laws for additional changes that may be necessary to make the new board structure work efficiently and effectively. With such a significant change to the by-law document in one year, "tweaks" may be necessary as the changes are actually implemented.

**COMMITTEE MEMBERS**

Todd Burrell, Southern Illinois University Edwardsville

Laura Docherty, Fenwick High School

Sandie Gilbert, Stonehill College

Doris Groves, Illinois State University

Linda Haffner, IACAC Executive Assistant

Judy Hendricks, Retired from The Ohio State University

Maryanne Kelly, Retired from Maine South High School

Julie Marlatt, University of St. Francis

Carin Smith, Lawrence University

Shawn Wochner, Western Illinois University



## **Event Coordinator**

Donna Epton, Schaumburg High School (Retired)

### **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 facility set up. In addition, 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.

### **ACTIVITIES**

Two years ago, the executive board requested The Westin Northwest Chicago re-open the contracts for 2010 and 2011 in an attempt to reduce the hotel room guarantee as the economy had been impacting our conference participation. Along with this request, it was determined an additional three year contract with The Westin would be considered as an incentive for consideration being given for the 2010 and 2011 contract. The Westin was willing to re-open the contract to meet the request and provide IACAC with extremely modest increases for future year contracts. After evaluating other potential conference sites, the IACAC Executive Board determined three additional years at The Westin Northwest Chicago in Itasca provided the most cost conscious location that would meet the needs of the greatest number of members. The Westin was willing to negotiate very modest increases in food costs despite significantly higher prices typically charged at The Westin. In addition, negotiations included adding free wi-fi for each guest room and in the hotel atrium for those who wish to use it during the conference. This willingness is a result of our commitment to do business with the hotel long term. It is important that the membership is aware that conference locations and dates may not always be an ideal time for all. However, the executive board and event coordinator do their utmost to meet the needs of the membership and conference attendees. The contracts for 2012, 2013 and 2014 were approved at the November 2009 IACAC Executive Board meeting. Therefore, contracts have been signed and the IACAC Annual Conference will be held on the following dates at The Westin Northwest Chicago, Itasca: May 1 - May 3, 2013 April 30 - May 2, 2014

### **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, prices and sites for the annual conference. Within the next year, it would be advantageous for IACAC to contract out for additional years at The Westin, or another location. 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

**CHAIRPERSON** Patrick Walsh Patrick Walsh, Illinois State University

### **PURPOSE**

The role 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 wellbeing 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.

### **ACTIVITIES**

The Finance Committee met at the NACAC Conference in September to review the IACAC Fiscal Policy and outline any necessary changes. The Committee discussed the designation of signatures on all IACAC accounts, the presentation of the FY 12-13 budget at the IACAC Annual Conference, and the fiscal policy regarding vendors.

In November, all IACAC Committee chairs received the revenue or expenditure budget related to their committee. This included the total amount allocated for the current fiscal year along with their current financial status for review. Committee chairs were asked to provide a recommendation for the amount to be budgeted next fiscal year. These recommendations were taken into account in the development of proposed FY 12-13 budget at the Finance Committee meeting in February.

The Grant Policy was updated in November to include new grant opportunities for the Middle Management Institute and Summer Institute. A recommendation was also made to formally recognize the Professional Development and Grants Committee as a standing committee which was approved at the Membership Meeting at the Annual Conference. The Professional Development and Grants Committee met several times in the spring to review grant applications and awarded over 30 grants to IACAC members to attend the Annual Conference, NACAC Conference, Summer Institute, Middle Management Institute, and the Guiding the Way to Inclusion Conference. This Committee also reviewed graduate student applications for the Imagine Grant that IACAC received to allow twelve graduate students to attend the IACAC Annual Conference.

In February, the Finance Committee met and developed a proposed budget for FY 12-13 that was approved by both the Executive Board and IACAC Membership. A discrepancy was noticed in the manner in which previous budgets were reported to the IACAC Membership. Past proposed budgets were not actually balanced when presented to the membership due to the fact that some assets, the interest from our 3 CD's and the increase in value of the Spartan Market account, were included under revenue. The Finance Committee did adjust the proposed operating budget and removed the interest from the CD's and increase in value of the Spartan Market from revenue to correct this reporting inconsistency. The proposed budget for FY 12-13 was lower than that of FY 11-12. The Finance Committee also reviewed stipends and contracts at this 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 and professional development and grants policy is needed on an annual basis. In the future, it would be beneficial for the Secretary of IACAC to be present at all Finance Committee meetings to take minutes in order to accurately capture the conversations and topics discussed during these meetings. This would greatly assist the Treasurer in preparing reports for executive board and membership meetings.

## **COMMITTEE MEMBERS**

Bart Sinks, Marion High School

Carin Smith, Lawrence University

Laura Docherty, Fenwick High School

Todd Burrell, Southern Illinois University Edwardsville

Linda Haffner, IACAC Executive Assistant

## Government Relations

**CO-CHAIRS** Anne Kremer, DePaul University  
Bill Morrison, Highland Park High School  
Bob Zigmund, St. Ignatius College Prep

### **PURPOSE**

The purpose of the IACAC Government Relations Committee is to inform IACAC members of pertinent public policy issues and upcoming legislation that affects counselors and students. Government Relations members also promote the goals of IACAC to government officials at both the state and federal level.

### **ACTIVITIES**

We held both a fall and spring meeting at Highland Park. The fall meeting we focused mostly on discussing issues surrounding funding and access for students entering higher education. Our spring meeting focused intensely on preparing for our trip to Springfield. During this meeting we discussed the 2-3 hot button/action items we wanted to highlight in our Advocacy Day packets and during our meetings with legislators. Our hot button/action items this year revolved around MAP funding, higher education funding as well as proprietary schools. In addition, our committee members did a great job putting together a few new handouts for our folders on the MAP grant showcasing the rationale for the MAP grant as well as a handout of quick facts that would be easy to reference during conversations with legislators. As in past years, our Advocacy Day in Springfield is the major project for the Government Relations Committee. This year's Advocacy Day was done in conjunction with a board meeting which resulted in our highest number of participants in history! Unfortunately, due to a big week of campaigning the week prior, representatives were not session so we did not have the opportunity to meet with many of them while we were there. However, we were able to secure a meeting with Lt. Governor Sheila Simon's education aid to talk about IACAC and a variety of issues. She was extremely receptive and it looks as though IACAC may have the opportunity to contribute to a couple of state-level committees in order to provide a perspective on behalf of those working in the field. In addition, our tri-chairs also had the opportunity to take part in NACAC's National Government Relations meeting as well as national advocacy day. This was an excellent experience for all of us and really provided a crash course in the current legislative issues facing students and higher education. We attended these meetings two weeks prior to our trip to Springfield so this gave us an excellent platform of which to talk with our colleagues as well as representatives having a strong sense of the impact these issues are having around the country.

### **RECOMMENDATIONS FOR THE FUTURE**

Continue to do what we can to boost participation in the Springfield Advocacy Day Send out Government Relations update on a quarterly basis to keep members informed of state and federal issues facing our students Would like to continue to do what we can to bolster our relationships with government representatives - especially those with the power to appoint members of IACAC to some of these education committees Do some additional research on how the MAP grant keeps universities running. We'd like to shift the conversation with legislators to focus on universities as "mini economies" and how the MAP grant makes it possible for students to attend (no matter how small) thus providing jobs to many people within these college towns.

**COMMITTEE MEMBERS**

Robert Andrews, Schuler Foundation

Carla Cortes, DePaul University

Sandra Gilbert, Stonehill College

Sarah Goldman, Cornell College

Jennifer Flynn, Loyola Academy

Gwen Kanelos, Concordia University

Bob Skorczewski, University of Illinois – Springfield

## Human Relations

**CO-CHAIRS** Kari Garcia, Northern Michigan University  
Aliza Gilbert, Highland Park High School  
Anita Carpenter, Downers Grove South High School

### **PURPOSE**

The Human Relations 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. The HRC aims to infuse this awareness in all aspects of the association and to serve as the communicator, spokesperson and advocate for “people issues”. The HRC develops educational programs for counseling professionals working with students who, for reasons of disadvantaged experiences, are often denied access to post-secondary educational opportunities.

### **ACTIVITIES**

1. Utilized online capabilities to update, expand, and distribute the College Advising Guide for Undocumented Students, which is now available on the IACAC website. Expanded Guide to include career information, legislative updates and publications for students and educators. Served as a resource for Colorado ACAC in their efforts to create a similar site.
2. Publicized FCCT and Step by Step Guides. This past summer the committee trained 20 CARR (Chicago Area Regional Representatives) representatives on how to use and present the FCCT and Step by Step Guides to high school counselors, students and parents. Over 15 presentations have taken place at high schools and community events across Illinois and high school counselors have been very impressed with the presentations and excited to learn more about the guides. Anita Carpenter and Kari Garcia also presented an awareness workshop on the guides during the South Suburban District Seminar at Lewis University. It was well received. Committee members worked with Shanda Ivory at NACAC to help make the guides more user friendly for download on the NACAC website and a link to the guides has been posted on IACAC’s website under publications, for easy viewing. In addition to this year’s activity and exposure of the guides, a committee member was asked to present at the NACAC conference in Denver to a group of local high school guidance counselors on how to utilize the manuals.
3. Committee members collaborated with the IL Coalition for Immigrant and Refugee Rights (ICIRR) and developed a list of “locally based” scholarships available to undocumented students in Illinois. This comprehensive list was added to the IACAC website.
4. Our goal to collaborate with ILASFA to create a financial aid application appropriate for use by colleges and universities when determining need eligibility for undocumented students was deferred, as the Dream Commission will likely create a similar form to determine scholarship eligibility.
5. Developed outreach efforts to upper and mid-level administrators. A flyer was created advertising the usefulness of the NACAC FCCT and Step by Step Guides. This flyer was given to Directors of Counseling and Student Services of Suburban Chicago at the group’s most recent luncheon. Jerry Pope distributed the flyer and discussed the possibility of a FCCT/Step by Step workshop with this group for the following year.

6. Preparing for a conference session entitled “Where are the Boys? Helping Young Men of Color Get to College and Stay” This session will address the alarming statistics regarding high school drop-out rates and college graduation rates for men of color that have sparked innovative programs to assist with this growing crisis. The importance of targeted outreach is very important. Highlighted programs include the Man Up Conference, the Men of Vision organization, Latino Boys group, and Equinox.
7. Preparing for a “new and improved” HRC reception at conference. This year attendees will be able to read about “success stories” and how the work of the Human Relations committee has affected students and counselors. There will also be round table discussions on what topics and issues members and non-members feel the HRC should discuss and implement as future goals.
8. Preparing a Human Relations Basket for the conference raffle with books and gift cards related to our mission.
9. Honorable Mentions: Tanya Cabrera, a HRC member, was named to the Illinois Dream Commission this year, and Aliza Gilbert was named to NACAC’s Inclusion, Access and Success Committee!

#### **RECOMMENDATIONS FOR THE FUTURE**

- Continue to update and expand College Advising Guide for Undocumented Students.
- Continue to Publicize FCCT and Step by Step Guides and train additional counselors on usage; possibly expand exposure to rural areas.
- Update HRC website to list more resources for IACAC members including books and links to on-line resources
- Gain Exposure and develop outreach efforts to upper and mid-level administrators in regards to the NACAC Step by Step and FCCT Guides.
- Explore partnerships with the “Latino’s of Skokie,” and other community groups. Explore HRC Scholarship Options.
- HRC Name Change to Inclusion, Access and Success.
- More recommendations to come after the brainstorming session during the HRC reception.

## **COMMITTEE MEMBERS**

Jill Bures, Aurora University  
Luis Caballero, Oakton Community College  
Tanya Cabrera, Illinois Institute of Technology  
Danielle Cargo, Oakton Community College  
Rolando Chacon, Elmhurst College  
Dan DiCesare, University of Illinois at Chicago  
Christina Drescher, DePaul University  
Anabel Duarte, Ashford University  
Traci Flowers, Hawaii Pacific University  
Monica Fortune, Lincoln College-Normal  
Robert Galarza, DePaul University  
Dan Gin, Niles West High School  
Nickolai Kanagawa, Albion College  
Luke Kerber, Aurora University  
Polly Knudsen, Buffalo Grove High School  
Emily Johnson, Augustana College  
Bridget Jones, Roosevelt University  
Pamela Lee, DePaul University  
Maxine Levy, Buffalo Grove High School  
Scott McIntyre, IUPUI  
Miguel Mireles, College of Lake County  
Audrey Penman, Western Illinois University  
Jerry Pope, Niles Township High School District 219  
Shevon Porter, Northern IL University  
Jason Sexton, Lincoln College  
Karen Shankman, Maine East High School  
Richard Tom, Northern IL University  
Matthew Topham, Niles North High School

\* Noemi Galvez, Congressional Aide to Congressman Luis V. Gutierrez



# ICE/Calendar

**CHAIRPERSON**      Carin Smith, Lawrence University

## **PURPOSE**

The ICE/Calendar Committee shall be responsible for establishing the ICE/calendar schedule, overseeing policy and procedures, and promoting the ICE/calendar. Beginning in September 2010, the ICE/Calendar Committee also took on overseeing the planning and implementation of the Articulation Unplugged program, held each fall at Illinois State University. The ICE 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.

## **ACTIVITIES**

- Evaluated and prepared the yearly college fair schedule: merging college day/night programs with ICE programs, Articulation Unplugged and the Chicago NACAC Fair. As always, efforts were made to present a calendar with as few program conflicts as possible.
- Monitored the quality of each program listed on the IACAC College Day/Night Calendar.
- Regulated the policies established for ICE programs: schedule, fee structure, etc.
- Promoted the IACAC Statement of Practices and Courtesies as it applies to college fair programs.
- Worked with and trained several new ICE on-site chairpersons.
- Reviewed and re-confirmed the Committee's commitment to doing everything possible to avoid college fairs being scheduled on major religious holidays.
- Worked with the new IACAC Publications Specialist on all ICE materials.
- Collected detailed information about single school college fair programs taking place and not listed on the college day/night calendar, reached out to several of the single school programs, encouraging them to participate in local ICE and IACAC-Approved programs.
- Added Maine Schools program to ICE calendar, bringing total ICE programs to 25; on-going conversations with District 214 and Highland Community College about the potential for these programs to become future ICE programs.

## **RECOMMENDATIONS FOR THE FUTURE**

1. We will be replacing three members of our committee whose terms will expire in May.
2. Further highlight the different kinds of college fair programs taking place throughout the state by listing City of Chicago, IACAC-approved, NACAC & ICE and transfer fairs as separate parts of the full calendar.
3. Comprehensive review of ICE registration costs and re-imbusement schedule.

**COMMITTEE MEMBERS**

Sue Biemeret, Stevenson High School

Ryan Cockerill, Lewis University

Melanie Coffman, Barrington High School

Michele Darnell, Illinois Wesleyan University

Drew Eder, Loyola Academy

Linda Haffner, IACAC

Debbie Lamb, Illinois State University

Kim Myers, Marist High School

Eric Ruiz, University of St. Francis

Amy Thompson, York High School

Timmi Turley, University of Illinois at Urbana-Champaign

## **Media Communications**

**CO-CHAIRS** Dave Shafron, Lincoln Park High School  
Kevin Coy, Lincoln Way East  
Julie Marlatt, University of St. Francis  
Megan O'Rourke, Butler 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.

### **ACTIVITIES**

The media communication successfully redesigned the website during the 2010-2011 year which allowed more time to concentrate on the development of the fully electronic newsletter, "The Admission Essay." Committee members were asked to evaluate content, solicit articles, photographs and help identify members to highlight in a newly added spotlight feature. We continued to work closely with Dan Saavedra, IACAC's webmaster in all areas of technological production and data gathering. We continued to work on maintaining updated information on the website and striving to make it more accessible and convenient for both public and member use.

### **RECOMMENDATIONS FOR THE FUTURE**

The media communication committee has successfully redesigned both the website and the newsletter and added a member spotlight, similar to that of NACAC. In looking ahead, we are seeking to add opinion editorials discussing trends and topics in post-secondary counseling. Furthermore, we will explore creating press releases to help bring college transition awareness through main stream media outlets.

### **COMMITTEE MEMBERS**

Lilianna Bernstein, Drake University  
Tisleen Singh, Drake University  
Angie Cooksy, Bradley University  
Renee Sherburne, Canton High School  
Ryan McManaman, University of St. Francis  
Jill Bures, Aurora University  
Katie LeGros, Benedictine University  
Sarah Steinhorst, University of St. Francis  
Kristin Harding, Illinois State University  
Zach George, Lake Forest College

## **Membership**

**CO-CHAIRS** Nate Bargar, Illinois State University  
Glenn Hamilton, Dominican University  
Eliza Freedman, Lake Park 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.

### **ACTIVITIES**

- IACAC members gave membership presentations at almost every District Seminar.
- Committee members attended the state university articulation conferences across the state and gave a presentation on the benefits of membership and staff the Membership table.
- Committee chair reached out to other professional organizations to encourage membership in IACAC as well.
- Committee members reached out to graduate programs in higher education and school counseling to promote IACAC membership and activities.
- Committee members provides revisions and suggestions for the application and postcards.
- Committee members had a membership table at the annual conference to promote the benefits of IACAC/NACAC and encourage renewal membership.
- Committee chairs oversaw transition to October 1- September 30 membership year.

### **RECOMMENDATIONS FOR THE FUTURE**

- Continue to market the benefits of IACAC membership to in-state and regional out-of-state counseling professionals in order to promote a healthier relationship between college admission personnel and high school counseling staff.
- Continue communication with NACAC and continue to convey the importance of membership in the national organization.
- Identify an IACAC member to work with NACAC on the project to increase high school membership.
- Work with NACAC to make the application process membership status information more user-friendly.
- Continue to work with the graduate programs in higher education and school counseling to inform those students about the benefits of IACAC.

### **COMMITTEE MEMBERS**

Nate Bargar, Illinois State University  
Eliza Freedman, Lake Park High School  
Glenn Hamilton, Dominican University

## **Mentorship**

**CO-CHAIRS** Robert (Rob) Walton, Northwestern University  
Allegra Giulietti-Schmitt, Highland Park High School

### **PURPOSE**

The Mentorship Committee seeks to 'match' new members to the profession and Association with 'veteran' members as a conduit between two experiences within the larger network of IACAC, resulting in a two-way learning that will hopefully bolster the experience of both, especially as a way to 'bring in' the lesser experienced member. This leads to more involvement on both ends, and this energy can then be used for further involvement with mentorship as well as other areas within IACAC. In addition to this role, Mentorship seeks to connect and 'weave' all aspects of our membership into roles beyond the association as a means to improve the job and career for everyone involved.

### **ACTIVITIES**

- Mentor/Mentee matches--explained above. We spend a good deal of time within our committee meetings 'matching' pairs.
- Mentorship Socials--built-in events to help further the progress of networking beyond just a one-on-one mentoring process.
- T-shirt exchange--a way to connect the high school side of our association with the college side.
- Also, we do our best to use our efforts and committee to 'overlap' anywhere that we can benefit other groups--i.e. Project Reach, first-timers conference committee, Membership, etc.

### **RECOMMENDATIONS FOR THE FUTURE**

Clearer understanding of budget, possibilities for expansion of role.

### **COMMITTEE MEMBERS**

Meredith Amburn, College of Lake County  
Nate Bargar, Illinois State University  
Ziggy Blackwell, Southern Illinois University- Edwardsville  
Angie Cooksy, Bradley University  
Sarah Daugherty, Monmouth College  
DeVone Eurales, Knox College  
Zachary George, Lake Forest College  
Dan Gin, Niles West High School  
Allegra Giulietti-Schmitt, Highland Park High School  
Sarah Goldman, Cornell College  
Lori Greene, Loyola University  
Wallace Holder, Grand Valley State University  
Annabelle Hullana, The University of Iowa  
Jalena Jones, Thornwood High School  
Annie Kremer, DePaul University  
Nora Loftus, DePaul University  
Molly McBride, Glenbrook South High School  
Mike Melinder, IUPUI

DJ Menifee, Western Illinois University  
Tony Minestra, Elmhurst College  
Julie Nelson, Xavier University  
Megan O'Rourke, Butler University  
Julia Primavera, Western Michigan University  
Eric Ruiz, University of St. Francis  
Caitlin Smith, Northwestern University  
Tiffany Stallone, Niles North High School  
Sarah Steinhorst, University of St. Francis  
Courtney Wallace, Missouri University Science and Technology  
Rob Walton, Northwestern University  
Shawn Wochner, Western Illinois University

## NACAC Delegates

**CHIEF DELEGATE** Sacha Thieme, DePaul University

### **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.

### **ACTIVITIES**

Delegates meet on several occasions throughout the year as part of the executive board meeting schedule. Delegates also meet on several additional occasions leading up to the NACAC fall conference and the Assembly meeting. During these meetings delegates discuss proposed changes to the NACAC by-laws and the credentials of the candidates slated for the NACAC Board. Delegates are responsible for carefully reviewing the NACAC Assembly Handbook, which is received four weeks prior to the Assembly and contains detailed information on all proposed changes to NACAC policies and procedures, candidate profiles and updates regarding prior Assembly items. It is the expectation and responsibility of delegates to come to all meetings and NACAC informed and prepared to participate in Assembly proceedings to most effectively represent IACAC membership in these forums. Attendance at the NACAC Assembly meeting, the NACAC General Membership meeting, NACAC Candidates Meet and Greet and the IACAC Executive Board meetings is expected of all delegates.

Per the recommendation of the prior Chief Delegate, an additional delegate meeting was scheduled following the Chief Delegate meeting at NACAC and the Assembly giving delegates an additional opportunity to discuss pending issues and feel more prepared entering the Assembly.

### **2011 NACAC Assembly**

New Orleans, LA

The 2011 Assembly took place on Saturday, September 24, 2011. All state and regional affiliates were represented. The summary below outlines the items that were discussed and the actions that were taken.

The following candidates were elected to the NACAC Board of Directors:

- President-elect (2011-2014)  
Jim Rawlins, executive director of admissions, Colorado State University (CO)
- Directors (2011-2014)  
David Allen, managing director, Global Colleges Counselors, Ltd. (UK)  
Fran Cubberley, vice president for enrollment management  
Delaware County Community College (PA)  
Steve Syverson, Retired June 2011, vice president for enrollment  
Lawrence University (WI)

Two new motions were presented to the board during the 2011 Assembly. The first motion requested a review and evaluation of waitlist practices which would include, but not be limited to

topics of timing, transparency and financial consideration. The second asked for a survey of membership with specific emphasis on the use of technology and communication among members. Both motions passed.

An open-discussion was also held on the practice of incentive-based compensation in international recruitment. Delegates and membership were briefed on this topic through the distribution of multiple documents provided by NACAC and made available to membership online. The Board appointed a commission to make recommendations to the Admission Practices Committee and the NACAC Board for the promotion of ethical practice in international recruiting. Any recommendation for Assembly action on the SPGP as it relates to the recruitment of international students will be deferred for no more than two years. Finally, the Admission Practices Committee will not process complaints about alleged violations of SPGP Mandatory Practices as it relates to the use of incentive-based compensation in the recruitment of international students during this period and urges affiliates to respond in a similar fashion.

On March 5, 2012, this Commission held its first meeting in Washington, D.C. An official public summary of this discussion is available at <http://www.nacacnet.org/about/Governance/Comm/Documents/Public%20Summary.pdf>.

Illinois delegates researched the issue over several months leading up to the Assembly discussion and Illinois membership submitted numerous comments and questions which assisted in that research.

### **Status of Motions from 2010 Assembly**

The delegates received updates on two motions presented during the 2010 assembly, those being a national reply date for transfer students and the development of best practices and guidelines for determining fee waiver eligibility.

Regarding the motion to explore a transfer reply date, the Admission Practices committee, with the assistance of the College Board's Annual Survey of Colleges, found that nearly 9 out of 10 four-year institutions responding to the survey do not currently ask transfer students to reply to an admissions offer by a specific or uniform date. The Admission Practices Committee thus proposed that no action be taken on this issue and that the report explaining the background data be provided to the Assembly for future discussion.

As for the motion on fee waiver eligibility, NACAC staff reached out to officials at ACT and the College Board hoping to gain agreement on the use of eligibility criteria across all testing programs to ease the tasks for counselors administering the distribution of fee waivers. Both organizations support the use of common criteria and will be streamlining their procedures for launching this fall.

### **RECOMMENDATIONS FOR THE FUTURE**

As part of the transition to the new IACAC board, a delegate training manual will be developed to assist the Chief Delegate in training new delegates on the responsibilities, expectations, policies and procedures associated with their role. This presentation, along with all other supporting documents, will be saved in a central location and shared with new leadership.



## **COMMITTEE MEMBERS**

### One-Year Term

Stefanie Andrews, Proviso West High School  
Todd Burrell, IACAC President-Elect, Alternate Delegate, Southern Illinois University  
Edwardsville  
Carin Smith, IACAC Past-President, Lawrence University  
Sacha Thieme, Chief Delegate, DePaul University

### Two-Year Term

Kevin Coy, Lincoln-Way East High School  
Laura Docherty, IACAC President, Fenwick High School  
Julie Marlatt, University of St. Francis  
Dave Shafron, Lincoln Park High School  
Roberto Suarez, Homewood-Flossmoor High School

### Three-Year Term

Anita Carpenter, Downers Grove South High School  
Anne Kremer, DePaul University

## National College Fair

**CO-CHAIRS** Beth Gilfillan, Deerfield High School  
Eric Ruiz, University of St. Francis  
Barbara Karpouzian, Chicago Public Schools

### 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 Tri-Chair Committee is 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.

### ACTIVITIES

The Chicago NACAC College Fair 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. Highlights of the 2011 fair include:

- 9,994 students registered;
- 471 colleges & universities were present;
- 43 volunteers;
- 322 students talked with counselors in the counseling center;
- 14 presenters;
- 16 buses of students;
- We offered to pay for parking for all presenters and half of the parking fee for volunteers (some car pooled or took public transportation);
- Noble Street social the night before – worked out great!;
- Mini-schedule for workshops seemed to help – attendance in the presentations was great!;
- CPDUs were offered for the counselor sessions;
- Session evaluations were very positive – biggest complaint was room size/number of chairs

### RECOMMENDATIONS FOR THE FUTURE

- As co-chairs, we want to clarify each of our roles and responsibilities, so that we can divide the work and also communicate effectively with our committee
- We would like to expand the committee - we recruited additional committee heads to bring new people in and new ideas
- Our fair is Saturday, September 29 from 11-3 at Navy Pier - we hope to maintain the number of colleges and volunteers present
- Increase the number of volunteers present at the fair
- Improve the communication with college reps, especially on the day of the fair

**COMMITTEE MEMBERS**

Lianne Musser, Lyons Township High School

Tony Minestra, Elmhurst College

Laura Wiscomb, DePaul University graduate student

# Nominations

**CHAIRPERSON** Carin Smith Carin Smith, Lawrence University

## PURPOSE

This committee solicits names of potential Executive Board candidates from the general membership. From the nominations, the committee selects a slate of candidates which best represent the general membership of IACAC, and who bring the requisite skills and experience to the positions.

## ACTIVITIES

As chair, the Past-President selects a committee (as directed by the IACAC by-laws) to develop a slate of candidates. A call for nominations was put in the fall newsletter and on the IACAC Listserv November 14, 2011. Nominations were accepted until January 12, 2012. The Media Communications Committee, in conjunction with the webmaster, sent notifications encouraging nominations.

Nominations were solicited for the following positions:

- President-Elect (high school member)
- Secretary NACAC Delegate (high school member)
- NACAC Delegate (college member)
- Professional Development Director, Region 2
- High School Director College Director

The committee met on January 19, 2012 from 12:30-4:00 to review all nominations and create a slate of candidates. A total of 25 names were submitted for 7 positions. The list included highly qualified and talented individuals, and the committee considered each name carefully. Every effort was made to secure representation from throughout the state, make-up of the continuing Board and the qualities that each candidate would contribute to the position were also considered. An additional challenge for this year was the pending by-law amendment – to be voted on at the General Membership Meeting in May – that would restructure the Executive Board, if passed. This meant that for the positions of Professional Development Director, Region 2, and College Director, the Credentials Committee actually had to come-up with two separate ballots.

Prior to the Credentials Committee meeting, the Chair contacted each nominator and asked that they make sure that their nominee was indeed interested in running for a board position if slated. This actually eliminated several early nominees and decreased the size of our pool.

The slate was finalized, approved at the March Executive Board meeting and announced in a Special Edition of the Admission Essay newsletter, along with candidate pictures and biographical information (which will also be placed in every conference registrants' packet).

Each candidate's supervisor received a letter of appreciation for allowing their employee to run for Board service, as well as a participation agreement, which was signed by the candidate and his or her supervisor and returned to the IACAC President.

The Slate of Candidates for IACAC Executive Board positions will be voted on by all IACAC voting members during the Annual Membership meeting on Thursday, May 3, 2012 at the Annual Conference. In addition, the NACAC Delegates will be elected by the NACAC voting members at the IACAC Annual Conference.

Proxy ballots were provided to those who could not attend the conference, yet wished to cast their votes. Information about obtaining a proxy was made available on the website and in the newsletter. Proxy voting could be completed online or mailed back to the Past-President.

The 2012 slate of candidates included the following individuals:

- President-Elect: Mike Dunker, retired from Crystal Lake Couth High School
- Secretary: Megan O'Rourke, Marquette University
- NACAC HS Delegate (select one):
  - Natalie Morris, Glenbard West High School
  - Lianne Musser, Lyons Township High School
  - Kathy Major, Joliet Catholic High School
- NACAC College Delegate (select one):
  - Lori Greene, Loyola University Chicago
  - Quinton Clay, Grinnell College
  - Rob Walton, Northwestern University
- Professional Development Director, Region 2
  - Zachary George, Lake Forest College
  - Tony Minestra, Elmhurst College
- High School Director
  - Amy Wesley, Benet Academy
  - Allegra Giullietti-Schmitt, Highland Park High Schol
- College Director
  - Eric Ruiz, University of St. Francis
  - Shawn Wochner, Western Illinois University

## **RECOMMENDATIONS FOR THE FUTURE**

This committee works best if it is not too large. The ideal number of committee members is 8-10 including the President, President-Elect, and two most recent active Past Presidents.

Announcing the slate and including the biographical information in a Special Edition of the Admissions Essay newsletter worked very well.

Confirming nominees' agreement to run – prior to the Nominations Committee meeting was very helpful in the running of an efficient meeting and ease in securing the slate.

**COMMITTEE MEMBERS**

Nate Barger, Illinois State University

Wendy Biggs, Wheaton North High School

Todd Burrell, SIUE

Anita Carpenter, Downers Grove South High School

Meghan Cooley, Augustana College

Laura Docherty, Fenwick High School

Marsha Hubbuch, Riverside Brookfield High School (retired)

Megan O'Rourke, Marquette University

Carin Smith, Lawrence University

## Professional Development - Region 1

**CHAIRPERSON** Meghan Cooley, Augustana College

### PURPOSE

Oversee district seminars in Region 1, Southern: Southern, Western, East & North Central, West Central.

### ACTIVITIES

Hosted four regional seminars:

#### **Southern: Friday, March 2 – Rend Lake College**

- 41 registered attendees; 8 presenters
- Sessions offered: How Dual Credit Can Affect Student Financial Aid, Triple Play (Fontbonne, Western Kentucky and IUPIU), Helping students with a game plan (career center type resources), Update from ACT
- Annette Braden and April Bauer are seasoned leaders and very impressive.
- some concern about ACT not sponsoring this year as they sponsored the Oakton event.

#### **Western: Friday, March 2 – Augustana College**

- 15 registered attendees; 4 presenters
- Sessions offered: 9 things successful people do differently, Improv and enhancing parent/student conversations, De-stress on the job (yoga).
- Rachel Gustafson and Emily Johnson were detail oriented and creative
- Some hopes to expand the committee in the future to garner more attendance
- 

#### **East & North Central: Friday, March 9 – Bradley University (non-confirmed info)**

- 25 registered attendees + Bradley staff;
- Sessions offered: Mid-level management, social media, community college options, financial aid, hs and college partnership and the high school visit, DIAC, Public vs Private
- RC San Jose was an independent operator who got the job done well!

#### **West Central: Friday, March 16 – McKendree University**

- 32 Currently registered
- Ali Willoughby and Claire McCarter are impressive and thorough!
- Sessions: Student Panel re: the college search, DREAM Act, college articulation (Texas Christian, Xavier, Elon, SLU), Green admissions, learning differences.

### RECOMMENDATIONS FOR THE FUTURE

- Don't close online registration
- Update the manual form – lots of unneeded info on there
- Request photos from coordinators
- Email non-IACAC members
- Build Project Reach plug into the auto-response
- Consider how we might plug membership
- Potentially “sell” District Seminars on IACAC Facebook group more?
- Learn from Oakton how to get sponsors

- Consider how a new board configuration can impact the professional development directors' duties

**COMMITTEE MEMBERS**

Meghan Cooley, Augustana College



## **Professional Development - Region 2**

**CHAIRPERSON** Frank DuBois Frank DuBois, Lewis University

### **PURPOSE**

The Professional Development Committee is charged with providing District Seminars for Region 2 - Northern Region at strategic locations in the Northern half of the state. The Northern Part of the state is divided into 3 strategically located regions so they are accessible to the constituency of IACAC. The three District Seminars in the Northern region were held at three different locations including Lewis University for the Chicago and South Suburban District Seminar which was strategically located for the convenience of the professionals located in most southern section of the IACAC Region 2 which serves the Northern part of Illinois. The West & North Suburban District Seminar was conveniently held at Oakton Community college which gave professionals in the most Northern part of Illinois access to a seminar located in their area. The far west seminar was held at Northern Illinois University for those professionals located in the most western part of Illinois.

The District Seminars take place to provide professionals in the Northern half of the state with seminars and sessions that enhances their personal growth as well as to showcase IACAC to members as well as non-members. The seminars provide sessions for high school counselors and college admission officers to develop their skills when working with students regarding the college admission process.

### **ACTIVITIES**

There were three District Seminars in the Northern Region for IACAC, and we were fortunate to have wonderful leadership as well as universities that supported the events. The three District Seminars had a combined attendance of 298 participants.

The Chicago & South Suburban District Seminar had a record attendance of 149 which was also the most highly attended District Seminar in the state during the Spring of 2012. It was held at Lewis University on Friday, March 9th at Lewis University, which generously provided the rooms, continental breakfast, and luncheon along with the Admission Staff to help make the seminar run smoothly. Co-chairs Lianne Musser, Lyons Twp HS, and Julie Marlatt, University of St. Francis, provided the leadership and organization for an exciting and memorable seminar. Evaluations indicated the attendees felt it was a good experience and well-worth attending.

The Northwest District Seminar was held at Northern Illinois University on Friday, March 16th with 35 enthusiastic attendees. District Seminar Co-Chairs Erin Reid from Northern Illinois University and Collen Murhpy also from Northern Illinois University did a magnificent job of putting together outstanding sessions as well as a wonderful luncheon with an exciting raffle. The presenters provided great insight into NCAA Rules & Regulations, Bullying Strategies for educators, and relevant Career Searches in in today's challenging economy for college graduates.

The West and North Suburban District Seminar was held on Friday March 16th at Oakton Community College and was the second highest attended District Seminar in the state with 114 attendees. Co-chairs Dale Cohen, Oakton Comm College and Phyllis Ehret, Taft HS, Chicago put together a wonderful program with relevant topics including AVID & AP, Technology in

Admission, Hot Topics in Admission, Children of Immigrants, Alternative Learning, and Counseling Students in Engineering, Business and Healthcare. Attendees were treated to an awesome luncheon where there was great opportunity to network and rekindle old friendships.

The co-chairs for all the District Seminars were outstanding to work with, and put a lot of time and effort in putting together sessions, contacting presenters, and organizing the seminars. I am blessed to have served with such outstanding people who demonstrated their leadership ability and enthusiasm for IACAC, and I thank them for all of their hard work. It was an honor to work with such wonderful co-chairs for the Northern Region District Seminars.

### **RECOMMENDATIONS FOR THE FUTURE**

1. Contact University Instructors and Administrators that have graduate programs in Guidance & Counseling, and ask them to publicize discounted registration for current graduate students.
2. Enlist universities in each region, and ask them to generate a list of the high school counselors they have in their database so they can be invited to the Seminars. We need to grow our membership by demonstrating how IACAC can be a good organization for them to join. We need to reach out to non-members individually.
3. Generate more opportunities for sponsors to participate at the district seminars by providing co-chairs with names and contact information of IACAC contacts.
4. Put an additional field on the downloaded application that requires registrants to declare if they are a member or non-members.
5. Continue with the same locations for the 2013 District Seminars.

### **COMMITTEE MEMBERS**

Lianne Musser, Lyons Twp HS, Co-Chair of Chicago & South Suburban District Seminar  
Julie Marlatt, University of St. Francis, Co Chair of Chicago & South Suburban District Seminar  
Erin Reid, Northern Illinois Univeristy, Co-Chair, Northwest District Seminar  
Colleen Murphy, Northern Illinois University, Co-Chair, Northwest District Seminar  
Dale Cohen, Oakton Community College, Co-Chair, West & North Suburban District Seminar  
Phyllis Ehret, Taft HS, Chicago, Co-Chair, West & North Suburban District Seminar

## Summer Institute

**CO-CHAIRS** Tony Minestra, Elmhurst College  
Michelle DeFranco, Elmhurst College

### **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 admissions 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 their transition as professionals.

What Co-Chairs expect of Committee: Reliability, Honesty, High Level of Energy, Positive Attitude, Active Engagement, Flexibility, Shared ownership of the program, consistent communication, and full inclusion in process.

Our 2012 SI Committee has been constructed with intentional focus on diversity of institutions, experiences, locations (up, down, in, out of state), personalities, cultural and community identity, & backgrounds.

Co-Chairs' expectations: To use feedback and experiences from past program to help build 2012 Summer Institute in a positive manner. Negative energy/thoughts are to be limited and discussed constructively and with focus – we are going to move forward in a positive direction. We are not in competition with previous programs, we will focus on building the most dynamic and effective Institute we can this year with the best interests of the participants and IACAC in mind.

### **ACTIVITIES**

SI 2012 is offering 18 different information sessions covering a variety of topics ranging from professional ethics to serving under-represented student communities to developing a long-term career focus and direction. IACAC veterans from all across the spectrum of the organization will interact with and offer direction to new college professionals over the program's three day schedule.

Small breakout group will be developed to further enhance and support the sessions, and more dynamic conversations will be fostered through these intimate settings. In addition to the Institute's organized and professional setting, attendees will be offered opportunities to network with other professionals and interact through evening social activities.

### **RECOMMENDATIONS FOR THE FUTURE**

- Start planning early! Schedule time to meet internally with your institution very early on in advance of space reservations and scheduling issues. Meet as Co-Chairs early and often in order to set guidelines, expectations, and specific, organized schedules for Committee meetings.
- Continue to act early in developing schedule and confirming sessions.
- Continue to gauge the effectiveness of sessions and schedule via feedback from attendees and committee members as a vehicle for continuing improvement.

- Continue to offer flexibility in sessions and topics to cater to a wide variety of focus amongst the attendees.
- Communicate and market the event to a broad audience in order to maximize the exposure of the program and speak to the relevance and value of the SI experience for attendees.
- Provide detailed information to Deans and Directors early in the process as to accommodate advanced department budgets.
- Continue to be very intentional in the construction of the Committee as to represent the diversity of membership within IACAC including (but not limited to) location, experience level, and cultural identity.
- Respect the time and personal well-being of all Committee members and attendees.
- For many reasons...continue to adopt the Monday through Wednesday model in order to keep down costs, limit attendee burn-out, and to respect the personal time and schedules of attendees and Committee members.

### **COMMITTEE MEMBERS**

Tony Minestra, Elmhurst (Co-Chair)

Michelle "Frankie" DeFranco (Co-Chair)

Ashley Brown, Webster

Sarah Daugherty, Monmouth

Zachary George, Lake Forest

Wallace Holder, Grand Valley State

Nora Loftus, Depaul

Megan O'Rourke, Marquette

Eric Ruiz, St. Francis

Eboni Thompson, SIUE

Courtney Wallace, Missouri S&T

Lanier Zimmer, University of Illinois

## **Summer Counselor College Tours**

**CO-CHAIRS** Mike Dunker, Plane/Bus O'Fun, Retired/Faith Lutheran High School  
Matt Kirby, Micro-tour, St. Charles North High School

### **PURPOSE**

The purpose of IACAC's Summer Counselor College Tours is to provide high school counselors an opportunity to expand their knowledge base and exchange ideas in an effort to better assist students and continually improve their guidance programs. By participating in the tours of colleges and universities counselors become better acquainted with specific opportunities and programs offered by each institution.

### **ACTIVITIES**

Summer 2012

- Plane O'Fun trip to New Jersey, NYC to visit colleges. July 22-27th.
- Micro-tour to northern Indiana. June 19-21st.

Summer 2013

- Bus O'Fun trip: TBA

### **RECOMMENDATIONS FOR THE FUTURE**

It is recommended that we continue to run the Bus O'Fun during the summer of odd numbered years, and the Plane O'Fun and Micro-tour during the summers off even numbered years. Options to make the Plane O'Fun more attractive are being explored.

### **COMMITTEE MEMBERS**

Bus O'Fun

Stefanie Andrews, Proviso West High School  
Kathy Faber, Glenbard East High School  
Robert Foltin, Adlai Stevenson High School  
Kathy Holmberg, Glenbard South High School  
BC Juettner, Schaumburg High School  
Christine Lubiniecki, Glenbard West High School  
Molly McBride, Glenbrook South High School  
Lianne Musser, Lyons Township High School

Micro Tour

Mike McGuckin, Pontiac High School  
Wendy Biggs, Wheaton North High School  
Michelle Marcukaitis, Herscher High School

## **Ad Hoc – Executive Board Structure**

**CO-CHAIRS** Sandie Gilbert, Stonehill College  
Maryanne Kelly, retired from Maine South High School

### **ACTIVITIES**

The IACAC Ad Hoc Committee on Board Structure continued its work during 2011-2012. After presenting our first re-structuring draft at the May, 2011 IACAC Annual Conference, the committee, along with the IACAC President, President-Elect, and Past-President, met on August 16, 2011 at ISU and again on October 18th at York High School to consider suggestions made by IACAC members at the conference. As a result, the committee modified our first draft to include four IACAC Directors who will, along with Delegates, oversee a group of committees. The Ad Hoc Committee on IACAC Structure presented its final re-structuring draft to the IACAC Executive Board on November 4, 2011. The Board passed our proposal, allowing it to move to the full membership for a vote at the May 2012 IACAC Annual Conference. The committee has outlined its final proposal, provided a question and answer section, and included a diagram of the proposed structure in several IACAC newsletters.

### **COMMITTEE MEMBERS**

Nate Barger, Illinois State University  
Bob Murray, Illinois Wesleyan University  
Amy Thompson, York High School