

**IACAC Board Meeting
September 9th, 2013
Illinois State University**

Board Members Present: Todd Burrell, Anita Carpenter, Mike Dunker, DeVone Eurales, Allegra Giulietti-Schmitt, Linda Haffner, Brad Kain, Anne Kremer, DJ Menifee, Tony Minestra, Lianne Musser, Eric Ruiz, Sacha Thieme, Amy Thompson, Patrick Walsh, Shawn Wochner

Guests: Nate Bargar, Donna Epton, Kristin Harding, Matt Kirby, Mike Melinder, Sarah Steinhorst

Call to Order/Introductions: *Meeting called to order at 1.43 pm (E. Ruiz, 2nd A. Carpenter)*

Thanks to Illinois State for hosting the September meeting!

Approval of June Board Meeting Minutes: *(S. Wochner, A. Carpenter 2nd)*

Treasurer's Report *(D. Eurales)*

Summer Institute: \$6,000 profit

Net worth currently sitting at \$466,512.61

Membership Report: *(A. Giulietti-Schmitt)*

Mailing went out 20th of August to ask for membership renewals.

Numbers on the report are not accurate, as many applications are coming in to Linda. Co-chairs are working to create a committee of targeted groups to further grow IACAC membership. Email will be sent on September 11th to remind members to renew membership. There's a new addition to the membership application for local members, ISCA members and CPS school members.

Brochure is in the final stages, and is currently going through editing to clean everything up.

Deadline approaching 17th

On October 8th, an incomplete membership email will be sent to remind members to renew, and a survey will be sent to those who were members last year and did not renew.

Chief Delegate Report: *(A. Kremer)*

NACAC is having web issues, and the website is not accessible currently. Delegates have a webinar on NACAC's website to walk through what to expect when arriving at NACAC.

New board is presented through bios to delegates-there is a Meet and Greet during NACAC for our delegates to meet these candidates.

IACAC delegation will bring prepared questions to this Meet and Greet.

NACAC has the International Report available on their website for review. Recommendation will be a part of Best Practices.

Please use NACAC's website as a reference:

<http://www.nacacnet.org/about/Governance/Pages/default.aspx>.

NACAC Leadership Portal is on hiatus making it more difficult to access information for the NACAC delegates at this time. Highly encourage if delegates have not already, to open their packets and read through the material as everything they need is in there.

Briefly reviewed the one waitlist motion put forth by Dan Nannini, Western ACAC (below.) NACAC has encouraged all motions to be put forth in advance, deadline September 9th. At this time, IACAC does not have an issue with WACAC's motion and is not planning on putting forth any other motions during the Assembly.

An Assembly motion has been submitted by Delegate Dan Nannini from Western ACAC and seconded by Susie Bremen from Indiana ACAC. The motion reads:

I move that the National Association for College Admission Counseling adopt the following changes to the Statement of Principles of Good Practice:

Add a new Section 20 after Best Practices for Postsecondary Members, Article II.B.19. that reads:

All post-secondary members should:

“on a case-by-case basis, and when requested, grant flexibility on the institutional response deadline to admitted transfer students awaiting additional admissions notifications.”

And further, if approved, this change shall be effective immediately.

The motion rationale reads:

Transfer Admission decisions are released at various times of the year. Transfer students who have applied to various colleges and universities are asked to submit deposits before all decisions and offers of financial aid have been determined. The rationale for this proposal is to ask that institutions consider extending additional time for transfer students to make an informed decision for admission.

We anticipate the Report of the Commission on International Recruitment to be the hot topic during Assembly this year. Following the meeting, the delegates held a training where the Report of the Commission on International Student Recruitment was discussed more in-depth as well as times and commitments of delegates throughout the year and during NACAC. The delegates will have their NACAC Delegates meeting on Wednesday, September 18th from 4:30 – 6:00 pm at a TBD location.

President Elect Report: (S. Thieme)

Proposed budget for the 2014 conference is passed around for review by executive board.

Committee chairs for conference have been put together, with a few spaces left to fill.

Program and Exhibitor committees meeting to get communication out to membership-better align communications to improve process for this year.

Sacha is considering a possible shift of sessions to an hour long instead of an hour and fifteen minutes. Sacha would like to continue to support different other conference initiatives (Project Reach, 5k, etc.)

We will be promoting IACAC conference to NACAC exhibitors during conference.

Proposed conference budget adjustments:

The total expenses/revenue is different from previous years.

The slush fund goes away.

The expenditures were increased to \$163,000. We must account for 3% increase when planning for conference every year to include basic operations and communications. There is an increased cost of publications/communications through Sherry Hall and this will consistently be a little higher.

The revenue side of the budget looks different as well, sitting at \$170,500. Conference is a revenue generating account within IACAC, and the expected revenue is \$7,500. This was revised within the budget this year, changing from a zero-sum budget to projecting revenue of \$7,500.

There was an increase of the late fee registration line from \$4,000 to \$ 5,000.

The non-member conference line item was raised to \$1500.

In all, Conference is budgeted to raise \$7,500-this major change is now reflected appropriately to show that-previous conferences have raised well beyond \$7,500.

Exhibitors, underwriters, sponsorships-we are hoping to bring in more opportunities in these areas, so there was an increase from \$11,000 to \$18,500, to reflect making \$7500.

The President Elect, conference committee and Donna do the best they can to keep quality but also try to keep costs down.

There will be no change in registration fee this year.

Past President Report: *(T. Burrell)*

Credentials Committee and Nominations committee are filled for this year-thanks to all who volunteered!

Both committees will meet January 9th, time and location TBD.

The Credentials committee will review committees and membership and by-laws. In addition, any issues that come up go through Credentials committee.

The presidents team will find out in March as to delegate count and will this number will affect nominations and the number of delegates we are able to elect this year.

Todd will start work on a Policy and Procedures manual for IACAC-will need assistance from board members, as this is a huge undertaking. Please let him know if you're interested in assisting.

Todd will remain a part of scholarship committee, Stephanie and Renee will remain co-chairs.

President's Report: *(M. Dunker)*

Mike attended LDI in Las Vegas.

IACAC is at the top of the list with involvement in committees and in NACAC committees.

There is an estimated 20% decrease in attendees at NACAC.

The IACAC membership meeting will be on Thursday at 4:45 in Toronto, location TBD.

Unfinished business:

There are four ad-hoc committees and we need to find a place for them.

Do they become a full-fledged committee within IACAC? If so, a by-law change must be made. If they become a sub-committee, we can plug them into the board structure without a by-law change.

There was a recommendation of a three year process for ad-hoc committees to be able to go back and review numbers and see how things went and better decide what to do next.

Presentation by Nate and Annie:

Let's look back at the past three years. What do the last three years look like? Wouldn't it be nice to have a template to better prepare ad-hoc committees to go to board for approval of committee.

Template includes:

History

Rationale

Budget

Future Recommendations

Discussion followed.

Middle Management Institute is proposing to become a full-fledged committee.

Project Reach-

Discussion followed:

Project Reach has been a conference committee since Marsha was president. What else can be done with this committee? PR has so much potential to do more.

Divide and conquer- there will be three areas of focus: a couple of people on the ad-hoc committee, a couple on the conference committee and the other on the 5k.

Outreach committee-combine with scholarship?

PR conference-have a budget this year as compared to years' previous

Reach extends beyond the conference

Project reach recipient-can receive scholarship (if work together)

New business:

L. Musser moves to approve conference budget. A. Kremer seconds.

Motion passes.

New initiative from NACAC to engage younger admission professionals. Presentations will be held before NACAC fairs across the country, including Chicago NCF.

CAP-ask for budget, asking for sponsorships-they will be creating a sub-committee to do so.

District Seminars-discussion of moving Oakton to Elmhurst? Should committee chairs decide?

Should there be a way for IACAC to receive proposals for other district seminar locations?

Summer Tours: Micro tour-itinerary is planned, committee met today, this is a very important trip for our HS members, as it is a way to educate at a reasonable cost.

S. Wochner motioned to adjourn meeting, E. Ruiz seconded.

Meeting adjourned at 3:46 pm.