

**IACAC Board Meeting
November 1st, 2013
College of DuPage**

Board Members Present: Todd Burrell, Anita Carpenter, Mike Dunker, Drew Eder, Devone Eurales, Allegra Giuliatti-Schmitt, Brad Kain, Anne Kremer, DJ Menifee, Tony Minestra, Lianne Musser, Eric Ruiz, Sacha Thieme, Rob Walton, Shawn Wochner

Guests: Donna Epton, Zak George, Marsha Hubbuch, Natalie Rubino, Sarah Steinhorst

Call to Order/Introductions: *Meeting called to order at 10:04 am*

Thanks to Julie Marlatt and College of DuPage for hosting the September meeting!

Please add your travel expenses to the Donated Services Log.

Approval of September Board Meeting Minutes: *(T. Burrell, 2nd L. Musser)*

Treasurer's Report *(D. Eurales)*

\$539,292 is total net worth

Finance committee meeting-fiscal policy revisions at January meeting

Credit Card authorizer updated

Chase authorizer

1.99 registration+.25 transaction fee

3.76 +.25 transaction fee government or corporate cards

2.89 +.25 transaction fee American express

Google Checkout is going away, had to find a new way to allow for credit card purchases

Professional grants: email will go out soon in regards to application process for grants with deadline information, as this is upcoming-January 15th for priority deadline; March 15th is regular deadline for professional grants

Budget proposals will also be coming shortly-please review fiscal policy to review how to put together those proposals

NACAC committee members who are also IACAC members are required to be at NACAC. If your institution does not fund your attendance, IACAC will cover the registration fee.

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

Numbers were sent this morning.

Initiative to increase NACAC numbers, in addition to increasing IACAC memberships. Split responsibilities-targeted outreach: For-profit institutions, (making sure they are on the same page) strong outreach to southern IL and counselors who have never been IACAC members.

Carl and Allegra will meet to come up with plan for this outreach. Reach out to members who didn't renew, but also focus on areas we've never been before. NACAC is kicking off

"membership recruitment madness" with public high school counselors. Whichever affiliate increases the amount of public school counselor members. There will be prizes for affiliates based on percent increase. (highest net gain)

Numbers are not completely up-to-date, in both IACAC membership and NACAC members. There is an email going out next week to members who have not yet renewed-it will possibly include information about signing up for NACAC.

School Counselors see more value in organizations like ISCA than IACAC or NACAC because of the focus solely on counseling.

18 retirees are IACAC and NACAC members-possible push for retirees to join NACAC as well, in addition to the 18.

Join NACAC in November-December, will last through the entire next year.

Chief Delegate Report: *(A. Kremer)*

This was an excellent conference in Toronto IACAC has a wonderful delegate team and it was a challenging year with complicated legislation to go through.

The conversation among Chief Delegates there was a sense of unsure as to what would happen with international admission.

We did elect new members to NACAC-able to speak with and ask questions

International recruitment and use of agents to recruit students to campuses in U.S. Can/Should we pay for agents?

Mandatory Practices of SPGP-organization chooses to use agents, permit accountability, integrity and transparency

Task-force admission practices

Best practices manual

Webinar through NACAC international recruitment-provide to delegates and board.

Complicated process and discussion ahead at next year's conference

Session at conference-Tony Bankston/Amy Belstra will present at conference about international admission

Circle back to waitlist-on docket two years ago. Reasonable amount of time-72 hours to evaluate decision-would have to provide information about housing at that time as well

Transfer students and freshmen students are treated in the same manner in regards to the waitlist

Status of motions from 2012 assembly-board look at public school counselors to conference (provide grants) passed a motion \$60,000 to the affiliates to send a school counselor to NACAC Common App \$80,000-gave in addition to assist with hotel and travel costs.

President Elect Report: *(S. Thieme)*

Theme, budget, chairs all approved at last meeting

Things have been moving quickly-push sent today for more conference sessions

Friday morning-options to choose from for sessions

Theme proposal-tapping sessions work with theme

\$5,000 in sponsorships

Exhibitors are rolling in as well

Recommendations for keynote speaker-exciting options!

Transitioning a plan for new chair

Continue to send call for volunteers

Past President Report: *(T. Burrell)*

Credentials committee: Todd is hosting a phone meeting with 19 committee members. They needed to make sure that NACAC by-laws are up-to-date.

We ask everyone to look at by-laws; updates will have to be made based on what could be coming up with various committees for next year.

The Nominating Committee is eight members. The deadline is January 7th to nominate yourself or others for positions!

Past president's advisory committee-Laura Docherty has been working with this group-they are meeting November 15th at DePaul University to gather ideas, thoughts, feedback for policies and procedures manual.

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

The Retiree's luncheon was October 7th and 27 retired members came to the Chevy's in Schaumburg. They had a full agenda, with conversations about: the Cadre program, Mentors for the Young Men's Conference, and presenting a session at Conference. Another luncheon will be held this spring.

Imagine Grants have a December 1st deadline. There is an email from NACAC listserv that will be sent to IACAC about applying for those grants. We contribute to funds, but also please consider a personal donation to Imagine Fund. Last year, 12 grants went to IACAC members.

The application is online at nacacnet.org;

In regards to NACAC nominations, the Governance and Nominations committee will be looking for 2014 board of directors, president elect and 3 board members. Please provide names to Mike when he talks with NACAC about possible selections.

Unfinished business:

MMI would like to become standing committee, under of the umbrella of the Professional Development, which includes District Seminar, Mentorship, Summer Institute, Inclusion, Access and Success and Summer Tours.

The Credentials committee will need to write something to be approved by membership at conference, and the committee will plan to have a structured leadership pattern, with one common voice carried from year to year.

(S. Wochner moves that MMI become a standing committee under the Professional Development umbrella. 2nd, A. Giulietti-Schmitt)

Motion passes.

By-laws cannot be more restrictive than what NACAC's by-laws state. In order to be completely complaint, IACAC will need to change our definition of membership as it relates to retirees specifically and change of language stated in the by-laws about retiree membership.

Two of three changes have been changed and addressed; the final change must be complete by December 31st, 2013.

Discussion followed.

Plan moving forward will be to ask membership to vote on new by-law, as unanimously agreed upon by the board. Todd will spearhead this effort, with the online vote taking place in the beginning of December. Please pay attention to your emails for more information, and spread the word about the decision and need for a vote of this nature.

New business:

Sacha will be resigning her position as November 1st, 2013. Anne Kremer will become the President-Elect Pro Tem for the remainder of this year.

*D. Eurales move to accept Sacha Thieme's resignation. D. Eder seconds.
Motion carries.*

Mike Dunker, as president, has to appoint a President Elect Pro-Tem and chose Anne Kremer for the position. Mike would like a vote, though not required, to show support for Annie in this position.

E. Ruiz, 2nd A. Carpenter motions to approve Annie Kremer as President-Elect Pro-Tem.

Motion carries.

Anita Carpenter will fill in as Chief Delegate. One voting member is now open and Mike Dunker will have to appoint, hopefully a college-side member, to fill this place for the rest of the year.

Thanks to Annie for her statement and thank you to Sacha for her service .We are a better organization for her leadership, and the board looks forward to working with Annie in her new role.

Committee Updates:

AP-meeting on November 15th

CAP-committee-presentation with IAS at conference, budget proposal for Camp College at Western IL, changes with budget because of transitions at Monmouth

District Seminar-Oakton no longer a location site, Roosevelt University in Schaumburg will take their place; Michele Brown will be a committee member/assist with new program site District Seminars are very diverse-even providing information in policy and procedures manual wouldn't necessary help, as each site has specific needs and requirements. There are artistic differences as to purpose of District Seminar-income versus professional development; Meghan Cooley's vision is that District Seminars would be free if IACAC membership is purchased in the fall. Because CPDU's are offered, the cost isn't as prevalent a concern, but more of getting out of the building for school counselors. There is no fundraising included in committee work Exhibitors come to District Seminar and conference; they would get a deal at the District Seminar.

District Seminar is an income generating account for IACAC-should it be? It's expected to raise \$1,000 each year. Last year, they raised \$1742, and 260 members attended District Seminars.

Dates for the spring District Seminars:

Chicago South/South Suburban March 6th

Other locations-TBD

Government Relations-November meeting, plan for spring advocacy day trip

IAS: There are multiple session proposals for conference presentations.

Media Communications: HS counselor toolkit is live!

Mentorship: meeting in two weeks, still in need of Middle Management mentors (hope to target with some form of communication)

Middle Management: Working on structuring a model-propose to host MMI, like the way SI works? Be strategic in planning where the location is, so the faculty/speakers can be of national

recognition and easily access the location MMI has chosen. Recognized in official capacity that the location should be recognized at IACAC board meetings-include in fiscal policy.

National College Fair: same struggles as in years previous with parking and session attendance.

Project Reach: Three chairs are having monthly conference calls, five committee members, hope is to expand Project Reach beyond conference committee, work with scholarship committee, create umbrella of outreach, collect school supplies and monetary donations for PR recipient school, 5k walk/run, project reach nomination form due February 3rd will be on website soon, goal of getting 10 nominations, The RAM brewery will again allow for donations and 10% goes back to Project Reach. Project Reach school could have scholarship recipient-would be a nice tie-in with two committees.

Scholarship: First meeting is next week Thursday from 10-2 on 11/14. Application will launch online in January 14th, reminders go out in February, with deadline of February 28th.

Anticipating more scholarship applications this year, and there are more readers on the committee to compensate for that. Could a Camp College attendee possibly get more serious consideration? These are great discussion topics for committee as they meet next week.

Summer Tours: Successful tour to MI this past year, planning this year's Plane o' Fun tour in the Carolinas. Given budget considerations, would like to raise \$850 for members and \$950 for non-members. Every school is able to help provide meals, but currently there are issues with housing-there have been issues with dorms in the past so trying to be mindful of and conscientious of expenses. This year, deposit will be non-refundable. Technically, Summer Tours is an income generating account, but this year the budget is projected to go over \$1,272. Schools are tentatively mapped out, but will be meeting with committee to make final decisions. Applications for summer tours will specifically mention that priority is given to IACAC members.

*D. Eurales motions to adjourn meeting, 2nd E. Ruiz
Meeting adjourned at 1:54pm.*

Respectfully submitted by Megan O'Rourke, IACAC Secretary.