



IACAC Executive Board Meeting
Friday, June 16, 2017
Homewood-Flossmoor HS - Flossmoor

Board Members Present: Roberto Suarez, Patrick Walsh, Michelle Rogers, Kathy Major, Chrissy Grotzke, Stephanie Szczepanski, Sarah Daugherty, Linda Haffner, Nate Bargar, Ziggy Blackwell, Traci Flowers, Mike Ford, Brian Hodges, Carlene Klaas, Natalie Rubino, Eric Ruiz, Jamie Simon, Kenya Taylor, Kim Wiley, Emily Schubert, Allegra Giulietti-Schmitt

Board Members Not Present: Amy Belstra, Megan O'Rourke

Guests: Emma Adebayo, Jessica Avila-Cuevas, David Bennett, Angie Cooksy, Kevin Coy, Drew Eder, Sara English, Donna Epton, Joe Freeman, Zak George, Rene Gomez, Sparkle Hunt, Joel Johnson, Brad Kain, George Kazlusky, Steve Landgraf, Julie Nelson, Rebecca Popelka, April Ponte, Rosa Reiber, Laura Schutt, Jen Sloan, Josephine West, Shawn Wochner, Rosie Worthen

Call to Order/Introductions: (*R. Suarez*) Meeting called to order at 10:12 am.

Welcome by Roberto Suarez of Homewood-Flossmoor HS.

Swearing In of New Executive Board Officers

Approval of March Board Meeting Minutes

K. Major motioned to approve the March board meeting minutes. E. Ruiz seconded.

Discussion

Motion carried.

Treasurer's Report (*C. Grotzke*)

Handouts on the Google Drive at IACAC Exec Board>Treasurer>Treasurer Reports and >2016-2017.

	2017	2016
Checking Account	\$275,979.89	\$374,337.23
Savings Account	\$286,865.26	\$253,395.95
Total Net Worth	\$562,845.15	\$627,733.18

Annual Conference and Membership Meeting

The Treasurer's team has heard the membership and will be looking at ways to make adjustments accordingly: professional development opportunities have less pressure to make money; review of our scholarship policies and an increase of earmarked scholarship funding for transfer, underrepresented, and/or high-need students; and review of current administrative fees as it relates to the cost of the overall event.

Treasurer's Report (May and June)

This meeting was held earlier in 2016, so last year, many conference bills were still outstanding while most of this year's bills are already paid. Reminder that the Spartan Market and CDs were moved to the bottom of the Treasurer's Report because that is money we cannot liquidate. The two checking accounts at the top of the page are our available funds.

Since the beginning of this fiscal year, we have paid for Patrick and Roberto's NACAC Presidents LDI registration, \$625.00 under the General Board; Wild Apricot service renewal, \$3003.48 under Media Communication; postage and storage locker, \$87.50 under Office Operations; credit card fees on registration transactions, \$365.88; and MMI pad folios and DISC assessment tool, \$592.32.

We have also generated revenue from a new member, Summer Institute registrations, Illinois regional college fair registrations, and MMI registrations.

Media Communications Charges

MC Charges by Committee handout previously shared by Kathy Major on the Exec Listserv. This shows a breakdown by committee of what the Media Comm charges were for this year, so committees can plan accordingly moving forward.

LDI Budget Planning Workshop

Feedback needed for LDI Budget Planning Workshop in August. Past chairs, what information would have given you the tools to understand your budget better? New chairs, what are you most concerned about when looking at your budget? Reminder to please be fiscally responsible and use every dollar to its maximum potential. However, you can bring before the board new proposals for money to fund your ideas. Start thinking beyond this year and about what you might want to propose for next year. We will talk about this more at LDI, but keep in mind we will ask for your budget proposals for next year in December.

Donated Services

Thank you for those who submitted all your donated services. Please continue to submit and remind your committee members at all of your meetings to do so as well.

Membership Report: *(T. Flowers for M. Melinder)*

Report shared on Exec Listserv and available at IACAC Exec Board>Membership>2017-2018.

College/University	959, up 14% from last year
Secondary	588, down 1.1%
Related Educational Services	215, up 2.8%
Total Population	1762, up 117 members, 7.1% increase

Increase is attributed to the past year's calling campaign and reaching out to graduate schools. Concern about state budget affecting future numbers.

Chief Delegate Report: *(S. Szczepanski for A. Belstra)*

Welcome to the new delegates, Carlene Klaas and Ziggy Blackwell. We are excited to have you on the delegate team! There will be delegate and assembly training at LDI on August 11. We will discuss whether to hold a meeting as a delegate team on Tuesday evening or Wednesday morning before the national conference in Boston. Amy will send out more information later this summer. If you are booking travel or have any questions ahead of time - please let her know.

Last year, we put forward two motions. Stephanie Szczepanski read NACAC's response at the last meeting. Please take time to thoroughly read and process the new SPGP once we receive it. We need to be the most prepared delegation at the conference, continuing IACAC tradition. NACAC should give us guidelines on proposing motions for the new SPGP.

Delegate Conference Schedule

The following indicates the required meetings which Assembly delegates are expected to attend. Please make your travel plans so that you can attend each of these meetings:

Assembly Preview – On **Wednesday, September 13 from 1:45-2:45pm** delegates will have a chance to review the Assembly agenda items and discuss the SPGP changes and other motions.

Nominee Speed Dating Session – On **Wednesday, September 13 from 3:00-4:30pm** delegates will have an opportunity to hear from each of the nominees for positions on the Board of Directors.

Affiliate Delegation Caucuses – Time and space has been set aside on **Wednesday, September 13, between 4:30-7:00pm**, for affiliate executive board meetings and delegate caucuses. Additional information will be provided by your affiliate leadership.

Assembly Meeting – The annual meeting of the Assembly is scheduled for **Saturday, September 16, 7:30am-12:00pm**. There will be a break during this time period for affiliates to caucus. Voting will take place after the break.

Annual Membership Meeting – All NACAC leaders are expected to attend the Annual Membership Meeting, scheduled for **Saturday afternoon, 2:30-4:30pm**.

Amy and Stephanie will put together a year-end report on Strategic Plan goals by LDI in August. They will be following up with the individual committee chairs if you did not submit the activities with the strategic plan goals. Please look for those emails and respond as soon as possible. Contact Amy or Stephanie if there are any questions.

President-Elect Report: *(P. Walsh)*

President-elect transition

Meeting with Michelle and Roberto on a weekly basis to keep in touch and discuss roles and responsibilities for the president-elect position as well as new ideas, questions and concerns from membership. Met in late May in person to

plan for the upcoming year. Very helpful to have their feedback on what did and did not work for them as well as their approaches to getting the conference planning off the ground.

2018 Conference Planning

Reviewed evaluations from the 2017 Conference for suggestions and feedback to implement at this year's conference. Please feel free to share your thoughts and feedback if you have ideas for the 2018 Conference at pjwalsh2@ilstu.edu.

Beginning to assemble the 2018 Conference co-chairs. E-mailing past conference co-chairs regarding their interest in serving again. Thank you to all of the individuals who already reached out offering to continue in their roles. The board approved a new conference structure for 2019 that will begin to transition during this year's conference. While this is not mandated for the 2018 conference, Patrick is hopeful that this will make it a smoother transition for the President-elect next year. Will meet June 23 with the Ad-Hoc Committee for Board Structure to discuss the transition process.

Met with Donna Epton and Linda Haffner to draft the budget for the 2018 Conference and to give a status update on tasks. Happy to report that we have a conference budget that will be brought to the board for approval in early fall. Meeting with Sherry Hall on June 29 to work on Conference theme, logo, and publications.

2019 Conference

Working with Donna on the 2019 Conference that will be hosted outside of the Chicagoland area. Three areas outside of Chicago have been identified as potential sites for the 2019 Annual Conference: Normal, Peoria, and Springfield. Site visits have been scheduled at properties in each city. Patrick, Donna, and Linda completed a site visit in Normal last month and look forward to visiting Springfield and Peoria. Update coming and will be voted on in August at LDI. Site decision will be established before September Articulation.

Past-President Report: *(M. Rogers)*

Awards presented to recipients who were not able to be at IACAC Annual Conference: Jamie Simon and Kim Wiley.

Congratulations to Courtney Wallace for being named to the National Finance Committee. She will serve us very well.

Changes to the Application for Membership Criteria for Independent Counselors

Located on the IACAC Website: Home > Join IACAC > Voting Membership Criteria for Independent Counselors.

M. Rogers motioned to approve the Credential Committee's changes to this year's Independent Counselor application for IACAC membership.

The new language is:

Independent counselors/education consultants (as defined in IACAC By-Laws Article I. Membership, Section 1. Voting Membership, Item A4.) whose professional objectives are consistent with the purposes of IACAC and adhere to the NACAC Statement of Principles of Good Practice may be eligible for voting membership, provided they meet the established criteria:

Must have an IACAC voting membership in the current or immediately preceding year prior to applying as an independent educational consultant.

OR

Must have professional membership in Independent Educational Consultants Association (IECA). Applicants must provide proof of current membership in IECA at time of application.

If applicant does not meet either of the two preceding criteria, then applicant must have:

A bachelor's degree and two years of college admission counseling experience in a secondary school or postsecondary setting or in a not-for-profit organization (e.g., community-based or religious) eligible for IACAC or NACAC membership or two years experience as an educational consultant or counselor.

OR

Documented completion of a practicum based counseling program from an IACAC or NACAC member eligible institution.

In addition, all applicants must submit:

1. A written recommendation from a current IACAC voting member from an IACAC voting-member high school, college, or university who has known the applicant for at least **two** years.
2. A brief description of the college admission and/or financial aid services provided.
3. **Examples of online or in print** literature used in promotion of the applicant's services. An application will be considered incomplete without literature.

Materials:

- Completed IACAC Membership Application
- Completed Supplement for Independent Counselors
- Written recommendation from a current IACAC voting member
- Brief description of the college admission and/or financial services provided
- **Examples (either online or in print)** of promotional literature

S. Szczepanski seconded.

Rationale: The Credentials Committee approved this in January. It is only a change to the application. With this change, we are adhering to what NACAC is doing. Membership approval is not required, but we are seeking board awareness.

Discussion

Suggestion for next year to add language also allowing Independent Counselors to write recommendation letters for applicants, since the Credentials Committee is already set to move forward with wording for this year.

Motion carried.

NACAC Presidents Leadership Development Conference

The Presidents will be attending the NACAC Leadership Development Conference in July to collaborate with other Presidents to help with our leadership to our affiliates. They will also start the process for the new NACAC Board candidates and get to know them through a speed dating process.

Committee Annual Reports

We have been receiving Annual Reports, and Stephanie and Amy have been reviewing the Strategic Plan portion. There are one or two we have not received in completion since they are correcting or adjusting information. After the end of June, the reports will go on the website. Thank you to everyone who completed these reports as this is one of the only true accurate information pieces we have for the year.

President's Report: *(R. Suarez)*

Highlights from 2017 Conference

Thank you to the Conference Committee chairs. The collective time put into the Conference made it an amazing experience and the highlight of the year. 811 total attendees including registered members, exhibitors, and presenters. Donna Epton reported income generated was \$24,650, which was mainly due to the change in the Conference app, Roberto's strong sponsorship connections, our exhibitor/advertiser/sponsor committee, and some extra concessions from the hotel. Roberto is working with Patrick on the app and making recommendations on how to create stronger partnerships with individuals and organizations who sponsored. Considering offering advertisement for institutions year-round instead of just at Conference.

Goals for the Year

Reviewing the theme of "Beyond Limits: Unleashing Opportunities" from Conference 2017. Please keep thinking about what IACAC can do to continue working together, addressing current events, and further helping our students. We are the voice for young people, who are our future. We need to dismantle the "it can't be done" kind of outlook. Our 2017 Conference speakers were specifically chosen to address going beyond limits and connecting to last year's theme of being extraordinary. Start to imagine this, be limitless, and convert this back to our students. Take action and move forward within our committees and organizations.

Conference speakers were a voice from each segment of our profession: college, governmental, and high school. Dr. Michael Sorrell, President of Paul Quinn College, an HBCU that was going to close down, took it in a positive direction and provided a model for other institutions. Michael Frerichs, Illinois State Treasurer, showed we are making huge

strides in connecting within networks of our government officials, being activists, and working together. Dr. Joyce Brown, Counseling Consultant, spoke from the school counseling side regarding our roles to play and how to fulfill them.

Big things happen with dreams that happen in our minds first. It might seem impossible to do what these speakers do, but challenge yourselves to think of what we *can* do, regardless if it is big or not. It does change at least one person's life. Have that idea and dream to be able to go beyond limits and unleash those opportunities back to our students this year.

Dr. Cornell West, original Conference speaker, is interested in speaking to our organization at some point.

Board Members and Committee Chairs

We still have a couple committee co-chair positions left to fill. Updated Board Structure chart coming soon.

Future Dates

August 11 – LDI 10am – 2pm

September 14 – 16 - NACAC in Boston

September 25 – Illinois State University - Immediately following Articulation Unplugged

November 3 – 10am – 2pm

January 19 – 10am – 2pm

March 13 & 14 (TBD) – Advocacy Day

Unfinished Business:

New Business:

Scholarship Committee (R. Suarez)

Working with Scholarship Committee to follow up on motion made at April IACAC Membership Meeting.

Ad-Hoc Surplus Committee (R. Suarez)

Roberto began work with reaching out to members to serve on the committee and secured 3 members with a goal of 5 to 7. He received several requests from members to serve on the committee and hopes to strategically include a diverse range of members which will include mid-seasoned and veteran members with high levels of professionalism and expertise in communication, financial, nonprofit and strategic organizational planning. Roberto will provide resources and several charges to guide the Ad Hoc Committee to meet the motion carried at the annual conference membership meeting in April 2017. Updates coming in August.

Ad-Hoc Tech Needs Committee (R. Suarez)

Similar to the previous report with the addition of having committee members have expertise and a vision of the technology needs of IACAC. Updates coming in August.

AMMI Motion (C. Grotzke)

C. Grotzke motioned to increase the amount allotted in the fiscal policy for the AMMI professional development grant to \$700 from \$425. N. Bargar seconded.

Rationale: This would cover the \$550 registration fee plus 50% of a double occupancy room for the additional one night this person must stay in order to attend the preconference workshop in addition to the standard NACAC Conference.

Discussion

IACAC has the budget available to encourage our members to pursue professional development opportunities, and this is very important to our organization as a whole. Explanation that 50% of a double occupancy room is standard IACAC policy.

Motion carried.

Quick Media Communications Poll (R. Gomez)

Poll of meeting attendees to see if they would like a place on the website showing which high schools use RepVisits.com. Suggestion made to link to the CARR website, which already has it available. In hopes of avoiding numerous listserv posts, there is definite interest in having access to this info on the IACAC website. Media Comm will discuss.

Committee Reports:

Admission Practices:

College Awareness and Preparation (CAP): Motivate Me – Dominican University, June 3, 47 students. Thanks to Dan Saavedra for donating StriveScan credits. Camp College – SIUE, SLU, and Blackburn; 50 spots available, 28 taken so far.

Conference: See President-Elect's report.

Credentials: See Past-President's report.

District Seminars:

Finance:

Government Relations: "Must to May" – HB2378 proposed, SB757 passed by both House and Senate. Waiting for governor's action, but ISBE regulation language about test scores has been omitted. GRC presented Past-President Michelle Rogers with a flag that had been flown over the US Capitol by Congressman Danny Davis in her honor.

High School Counselor Professional Development Ad-hoc:

Illinois College Fair:

Inclusion, Access, and Success (IAS): Sharing the Dream Conference was May 17 at USF. 313 attendees, goal was 250.

Media Communications:

Membership:

Mentorship:

Middle Management Institute: June 21-22. 40 registered, largest population in its history. Hosted by College of DuPage.

National College Fair: Reminder about possible conflict with 100 Black Men Fair, despite IACAC's best efforts.

Collaborating to avoid this problem for future dates. Send suggestions to Eric Ruiz.

Nominating: See Past-President's report.

Professional Development Grants: Please submit Donated Services. In December, the new grant awarding cycle will begin. Last cycle's \$2500 NACAC grant allowed us to send 3 additional public HS counselors to NACAC.

Professional Connections: Kim Wiley and Nate Bargar presented to DePaul graduate intern class about the benefits of IACAC. Goal is to establish more connections with grad schools throughout the state. Traci Flowers will speak to college counseling class at NIU again on June 29. Anyone with other grad school connections, please let committee know.

Retirees (part of Membership): Retirees helped at 8 IACAC events last year and are willing to do more. If anyone needs volunteers at events, contact a Retiree Co-Chair.

Scholarship:

Strategic Plan Ad-hoc: This is the final planning year, and writing will soon begin on the 2018-2021 Strategic Plan.

Summer Institute: July 26 – 28, UIUC – 21 college confirmed/5 HS confirmed. Ahead of last year on college, but behind in HS numbers. If there are suggestions regarding how to increase HS numbers, please contact SI committee.

Summer Tours: July 23 – 28, 44 registered. Visiting 12 colleges in IN, KY, TN, and ending at UIUC. 15 participants are first-timers, and only 3 are non-members. 2 are from out of state. 40 HS, 4 independent. 16 males.

Transfer Advisory: Save the Date for 3rd Annual Transfer Summit – Feb 2, 2018 at Moraine Valley Community College.

B. Hodges motioned to adjourn, S. Szczepanski seconded.

Motion carried.

Meeting adjourned at 1:08 pm.

Respectfully submitted by Sarah Daugherty, IACAC Secretary.