



**IACAC Executive Board Meeting
Friday, August 11, 2017
University of St. Francis**

Board Members Present: Roberto Suarez, Patrick Walsh, Michelle Rogers, Chrissy Grotzke, Stephanie Szczepanski, Kathy Major, Sarah Daugherty, Linda Haffner, Nate Bargar, Amy Belstra, Ziggy Blackwell, Traci Flowers, Mike Ford, Brian Hodges, Carlene Klaas, Megan O'Rourke, Natalie Rubino, Eric Ruiz, Kenya Taylor, Kim Wiley

Board Members Not Present: Jamie Simon

Guests: Emma Adebayo, Jessica Avila-Cuevas, Annette Braden, Angie Cooksy, Kevin Coy, Frank DuBois, Donna Epton, Meredith Eskoff, Joe Freeman, Sandie Gilbert, Erin Hoover, Joel Johnson, George Kazlusky, Steve Landgraf, Mike Melinder, Elizabet Miramontes, Kylie Mussay, Luis Narvaez, Jenn Paar-Gross, April Ponte, Rebecca Popelka, Nick Sanders, Laura Schutt, Jen Sloan, Omar Solomon, Mark Weber, Shawn Wochner, Rosie Worthen

Call to Order/Introductions: (*R. Suarez*) Meeting called to order at 10:02am.

Unfinished Business

Independent counselor membership (*M. Rogers*)

At our June meeting, the Executive Board discussed the changes for the application and membership status for our independent counselor membership application. The information given to Michelle for the June meeting was incorrect, so the correct form is shared below with the newest edits listed in bold font.

M. Rogers motioned to approve the corrected forms for 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 **membership with the Higher Education Consultants Association (HECA) or Professional Membership in Independent Educational Consultants Association (IECA)**. Applicants must provide proof of current membership in **HECA or 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

K. Major seconded.

Discussion

Motion carried.

Approval of Conference 2019 Location (*R. Suarez*)

Handout shared and available on the Google Drive at IACAC Exec Board>Conference>Conference 2019.

Donna Epton, Conference Event Coordinator, provided a historical perspective of holding the annual conference outside the Chicago area as well as the goal of providing a successful conference outside the Chicago area in 2019. Seven locations were researched and with input from the 3 IACAC presidents, the Marriott Normal/Hyatt Place, Wyndham Springfield, and Peoria Civic Center/Marriott Pere Marquette/Peoria Courtyard Marriott were the finalists to be considered by the board. A chart with a variety of comparable information for each site was distributed for Exec Board consideration. Discussion and a consensus followed to eliminate the Springfield site and then the Peoria site.

M. O'Rourke motioned to hold the 2019 IACAC Annual Conference at the Marriott Normal/Hyatt Place in Bloomington-Normal. S. Szczepanski seconded.

Discussion

Motion carried.

Ad-Hoc Approval from April Membership Meeting (*R. Suarez*)

Executive Board approval is required for the Ad-Hoc Surplus and Ad-Hoc Technology Needs Committees requested by IACAC members at the Annual Membership Meeting this past April.

Ad-Hoc Surplus Committee Focus

- Survey membership
- Research and establish IACAC's financial surplus
- Deliver a final report by March 1, 2018 with findings and offer recommendations on
 - Adding NACAC and Nonprofit benchmark data to financial reporting
 - Enhancing financial reporting through visual aids (charts and graphs)
 - Developing financial goals & guidelines that align with IACAC's strategic plan on annually reinvesting IACAC's established surplus

Ad-Hoc Technology Needs Committee Focus

- Survey Executive Board and Committees
- Research and establish IACAC's technology needs
- Deliver a final report by March 1, 2018 with findings and offer recommendations on
 - Determining current technology needs and costs of IACAC
 - Creating a cost-effective technology plan that aligns with IACAC's strategic plan

S. Daugherty motioned to approve the Ad-Hoc Surplus and Ad-Hoc Technology Needs Committees requested at the Annual Membership Meeting for the upcoming IACAC calendar year. N. Bargar seconded.

Discussion

Motion carried.

New Business

Chicago Public Schools (CPS) Partnership (R. Suarez)

Roberto has been approached by IACAC members who would like to increase outreach with CPS. The March 14th IACAC District Seminar will be held at DePaul University, which is within the CPS system. IACAC will also continue to hold a District Seminar in the Chicago & South Suburban area. Professional Connections has reached out to CPS, as well.

The CPS Highly Selective College Fair on Saturday, October 21st was brought up for discussion so Roberto can share the Board's feedback with the IL College Fair committee. There is concern about 3 Saturday college fairs in a row in October (100 Black Men, National, and CPS Highly Selective) and possibly drawing students away from the National College Fair. We are interested in partnership and collaboration with CPS. The Exec Board will receive a survey for more feedback on the Highly Selective Fair. Tabled for further discussion.

NACAC Maximum Reimbursement (C. Grotzke)

C. Grotzke motioned to increase the maximum reimbursement for both NACAC grant recipients and IACAC delegates from \$900 to \$1200 by adding \$1800 to the professional development grants budget and \$3300 to the travel budget for a total of \$4500. S. Szczepanski seconded.

Rationale: Flying and staying on the coasts are more expensive. We did this when the conference was in San Diego, which is where the \$1200 figure has come from. A grant recipient reached out to say that even with the grant they are having trouble covering the costs. We are sending 6 people on grants to NACAC this year because of a grant we received from NACAC. We have 11 delegates plus an alternate.

Discussion

This does not take into consideration the IACAC members required to attend NACAC who are not delegates, such as some of the Finance Committee members.

*K. Major made a friendly amendment to increase the maximum reimbursement for NACAC grant recipients and **all IACAC members required to attend NACAC** from \$900 to \$1200 by adding \$1800 to the professional development grants budget and \$3300 to the travel budget for a total of \$4500. C. Grotzke, S. Szczepanski approved. Motion carried.*

E. Ruiz motioned to adjourn, C. Grotzke seconded.

Motion carried.

Meeting adjourned at 11:02am.

Respectfully submitted by Sarah Daugherty, IACAC Secretary.