



IACAC Executive Board Meeting
Friday, November 3, 2017
University of Chicago

Board Members Present: Roberto Suarez, Patrick Walsh, Michelle Rogers, Chrissy Grotzke, Stephanie Szczepanski, Nate Bargar, Amy Belstra, Ziggy Blackwell, Traci Flowers, Brian Hodges, Natalie Rubino, Eric Ruiz, Kenya Taylor

Board Members Not Present: Sarah Daugherty, Carlene Klaas, Kim Wiley, Kathy Major, Jamie Simon, Megan O'Rourke, Mike Ford

Guests: Jessica Avila-Cuevas, Erin Hoover, Mayra Lagunas, Melissa Ramirez, Paul Welsh, Sara McDougal, Yaneth Bello

Call to Order/Introductions: *(R. Suarez)* Meeting called to order at 10:24 a.m.
Welcome from University of Chicago.

Approval of September Board Meeting Minutes

C. Grotzke motioned to approve the September board meeting minutes. E. Ruiz seconded.

Discussion

Motion carried.

Treasurer's Report *(C. Grotzke)*

Total net worth last year was \$601,006.94 and this year it is \$772,184.97. Major increase is due to Spartan market account, with smaller increases in Membership and across the board. We have an opportunity for committees to "spend money" but ideas need to be good, thoroughly prepared, and presented to Finance committee. PDG committee may look at offering additional funds if possible after the first round of grants are awarded.

Chrissy sent budget workshop information via the Exec Board listserv. Went over timeline, which allows committees 2 months to work on the proposal. Finance committee will go over proposals in February. Budget will be shared with board at March meeting to then go to April annual membership meeting for official approval.

On December 1st, committees and liaisons will receive budget numbers for the previous 2 years, a copy of last year's proposal, and a link to this year's proposal form (due January 31). Committees will be assigned a point of contact on the treasurer team and will need to have a conversation with that POC ahead of the Finance committee meeting in February. A breakdown of how the proposal is organized is on the slides that Chrissy shared and is available on the Google Drive at IACAC Exec Board > Treasurer > 2017-2018.

Membership Report: *(T. Flowers)*

Thanks to Linda for running the numbers closest to comparative meeting dates. Up 6.4% total, up 10.8% in college, equal in secondary, up 5% in related educational services category. IL members of NACAC down 8.6%, possibly due to Boston conference and may continue to be down next year when conference is in Utah. Membership will be looking at geographic footprint and trends. Roberto would like to change the format of the membership report, reporting forward on the sheet (rather than with the current year in the first column.)

Membership committee is looking to bring back member spotlights to be able to highlight and promote in certain regions. Working on growing referral program and sharing stories from regions where we would like growth. Available board members should work with Membership and travel to the District Seminars, considering funding for this. Idea to see if there is a college/university that would be willing to share a local (southern IL) HS counselor list to try to reach new people. District Seminars may add a central location in Bloomington to generate more interest ahead of the Annual Conference. Many ISCA counselors are not IACAC members. Professional Connections committee is promoting 2019 Conference and connecting with people in that region ahead of time. Kim and Nate are attending a HS counselor conference at Eureka College to talk about membership opportunities.

Need to formalize a plan for how committees are preparing for the 2019 Conference, which will be added as an agenda item for January Board meeting. Need creative ideas and a strategic plan to attract counselors and possibly offer discounting. Concern that non-members will not attend the 2019 Conference without already knowing the benefits of membership, such as scholarships, District Seminars, etc. Possible bus trip from Region 1 to the 2018 Conference with college visit(s). Can ask the Board to approve additional funding within this fiscal year. Membership will get names from Linda about non-renewals and share so everyone can sign up for calling.

Chief Delegate Report: *(A. Belstra)*

Been waiting for NACAC to create some educational pieces on the new SPGP, coordinating with AP chairs who have a conference call with NACAC soon to find out updates. AP committee is planning to present at District Seminars, Transfer Summit, and Conference. Amy will submit an Admission Essay article to summarize the NACAC experience and new SPGP. Biggest change is no more best practices, since everything is now mandatory.

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

Was able to present at every articulation during the fall to promote membership. For the future, idea to put additional resources into this promotion the summer ahead.

Conference planning is going well. Reviewed last year's reports with liaisons present to discuss upcoming changes. Adding more time for annual membership meeting. Next committee meeting is January 26th at Westin. Call for proposals went out on October 23rd, needs to be added to the website, request in to Dan. Proposals due November 17th. Getting reports from conference chairs now to evaluate status/progress. November 20th is another meeting for Patrick, on-site, and Donna for food tasting at Westin. Will do a call for volunteers soon. Will finalize speakers and send postcard in December.

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

Introductory meetings took place this week. The meetings have been set for Credentials and Nominating Committees. We will meet on the phone and then in person on January 18, 2018. We have updated website to reflect committee and meeting times.

We have contacted MC@ IACAC to update the form for nominees, have updated the email that is a call for nominees, and the email and form are set to go out November 6, 2017. Please call people that you think would be great leaders to nominate. Everyone on the Exec Board should nominate someone.

Still planning the Past Presidents meeting and after consulting, a few suggested February. Michelle will have more information on that meeting at the January Exec Board Meeting.

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

Presidents want to make sure everyone knows that anyone can come to them with concerns or issues as we move through the year. Want to make sure we maintain an open and collaborative environment.

Board awareness is appreciated when committees partner with vendors. Chairs also need to work with President to formalize any agreements.

Working on bettering our relationship with CPS. Want to partner with us on a city District Seminar to bring in additional members. Professional Connections is working with CPS to be involved in professional development for their counselors. Want to build trust between IACAC and CPS and prove our worth to them so they may encourage their counselors to become members. Need to provide better support for CPS counselors to actually leave their building, since we have offered grants to people who have been told at the last minute they cannot leave school. No-show rates at counselor luncheons are high. Idea to create awareness among principals, since they make decisions for counselors. Roberto is working with counseling district office. CPS administrators are looking at whether they can measure and account for the work they're doing. Need to know what they are being evaluated on so we can connect it to our current offerings. May want to connect with a specific focus group of current CPS-IACAC members and ask them what we could do better. Possible credibility issue if we align too closely with administration.

Ad-hocs: Tech committee is meeting Friday. Surplus committee sent out survey asking members for feedback.

Unfinished Business:

Bike O' Fun Proposal (P. Welsh, S. McDougal)

Wanted to address concerns expressed at last meeting regarding costs, specifically Media Comm and insurance. Linda helped Paul shop insurance, but no one would write policy since it is on the open road. Possible to ask participants to waive liability. Could utilize LegalZoom to evaluate the release of the liability and make sure everything we need to do has been done. Previous experience has been anywhere from 6-18 participants. If a college does not offer full meals, this would be at participants' expense. Must provide their own bike. Need colleges to be flexible but will communicate with them to provide timeframes on arrival. Paul and Sara will help prepare those that need it, but participants should have general knowledge of riding. Could do a test group ride a few weeks ahead.

N. Rubino motioned to approve the \$1,000 Bike O' Fun proposal. T. Flowers seconded.

Discussion

Like the creativity of this idea. Like that it can connect counselors with in-state options. Concerned about the liability but comfortable with what they have outlined. Seems very low maintenance. Could draw interest from other ACAC's to have their students look at IL schools.

Motion carried.

New Business:

StriveScan Questions

Questions from non-Exec Board members about price, such as did we bid other similar products – YES. We agreed to a 3-year contract to keep the registration separate from the StriveScan fee, as there may be members who cannot access. Many issues with rolling the fee together with the fair registration fee. Question regarding if we are seeing an increase in fair registrations because of offering this product. Want Exec Board members informed and able to answer questions that arise. At the end of this year, we'll begin process of evaluating experience and planning for the future. Will want to do a re-bidding for this. Perceptions within IACAC community of StriveScan are mostly positive. Feel free to send any other feedback to the Presidents.

B. Hodges motioned to adjourn, M. Rogers seconded.

Motion carried.

Meeting adjourned at 1:00 pm.

Respectfully submitted by Sarah Daugherty, IACAC Secretary.

Committee Reports:

Admission Practices: Shared document created by Andy Borst as a comparative report between the Statement of Practices and Courtesies and the new SPGP. Available on Google Drive at IACAC Exec Board > Board Proposals/Handouts > 2017-2018 > November 2017. Highlights in yellow include things NOT covered in the new SPGP. Discussion regarding relevancy and usefulness of Statement, since most of the information in it is second nature and already covered in training per institution. Will connect with College Fair and HSCPD Committees regarding review and use and ask for feedback about what parts are relevant.

Budget Surplus Ad-hoc: Please complete survey.

College Awareness and Preparation (CAP):

Conference: See President-Elect's report.

Credentials: See Past-President's report.

District Seminars: NIU set for March 16th.

Finance:

Government Relations:

High School Counselor Professional Development Ad-hoc:

Illinois College Fair:

Inclusion, Access, and Success (IAS): Asked for a separate Sharing the Dream email, which should also go to one of the IAS chairs. Will connect with Linda. Working on targeting administration level contacts.

Media Communications:

Membership: Concerns/issues with Betadac requests, reminder request was not fulfilled. Roberto is working on documenting delays and issues. Meeting with MC/Sarah on November 7th to work on a plan.

Mentorship: Committee meeting on November 13th and Holiday Mentorship Meetup December 7th.

Middle Management Institute: Meeting soon to finalize a location.

National College Fair: 31 busses attended fair. Used 1 less grant than last year. 419 colleges, less than previous years. 901 high schools, an increase in geographic spread. 4823 student attendees, a decrease. Will remain at McCormick Place next year because of construction at Navy Pier. Hard to reach McCormick via public transportation. Costs to colleges have increased. Could ask colleges that didn't attend why not. CPS suggested offering fair over 2 days again. Need more volunteers. DePaul Arena suggested as a possible location.

Nominating: See Past-President's report.

Professional Development Grants: Make sure all mentees know about grants. Promote grants to anyone we are recruiting for membership. Will look into percentage of those applying vs those receiving. Possibly add grant info to your personal email signature line to promote.

Professional Connections: Speakers Bureau is up and running again. Submitting a session proposal for Conference.

Retirees (part of Membership):

Scholarship:

Strategic Plan Ad-hoc:

Summer Institute: July 18-20, 2018 at Illinois Wesleyan. Have reached out to 11 volunteers. Working with conference coordinator on campus. Asking for session topic ideas and speaker suggestions.

Summer Tours: New Bike O' Fun Tour. Two HBCUs have been added to Plane O' Fun Tour.

Tech Needs Ad-hoc:

Transfer Advisory: Transfer Summit on February 2, 2018 at Moraine Valley CC.