



Executive Board Meeting
Friday, January 26th, 2024, 10:00am-2:00pm
Moraine Valley Community College, Palos Hills, IL

Board Members Present: Paul Welsh, Brian Hodges, Angie Cooksy, Mike Gavic, Christian Brown, Kathryn Hankamp, Scott Carlson, Betsy Stevens, Derek Brinkley, Maddie Corder, Shawn Wochner, Erin Hoover, Cody Dailey, Maira Suerte, Rejeanda Robinson, Evan Wilson, Joe Freeman, Josie Blasdel, Becki Bellito, April Lynch, Ashley Brown, Meghan Chrum.

Board Members Not Present:,

Guests: Sarah Goldman, Sharon Williams, Alexander Hughes, Mariya Chukkas, Josh Stober, MJ Jones, Lauren Yates, Jennifer Stroh, Omar Solomon, Kelli Allen, Amy Thompson

Meeting called to order at 10:10am

Appointment and Confirmation of April Lynch as a new Board Director

B.Hodges motioned to approve April lynch as a board director to finish the term for J.Freeman until the next election C. Brown seconds. Motion approved

Approval of 8/3/23 Executive Board Meeting Minutes: (Scott Carlson)

S. Carlson motioned to approve the 11/10/23 Executive Board meeting minutes M. Corder seconded. Motion approved.

Membership Report (Sarah Goldman)

MEMBER TYPE	1/31/24	10/31/23	10/31/22	9/17/21	2020	2019
TOTAL TEAMS	773	752	522	0	0	0
TOTAL INDIVIDUAL MEMBERS	2307	2246	1478	1593	1680	1784

- **+** Membership Report
- We are the healthiest we have ever been
- Renewal starts Feb. 1st/Term starts June 1st (will do a lot of press to market membership renewal leading up to conference)
- CPS do not have to do their own renewal they will be paid by Oscapa?
- Chicago management firm takes care of the outreach and payments.

FAFSA Update: Megan Chrom


- Families are encountering issues while filing the fafsa. Mixed status families The ID is the largest issue. For students who have a parent who does not have a SS# can not create an ID number.
- FAFSAs are not being processed yet. They are not releasing FAFSA data to schools. ED and EA students will be packaged first.
- The department has shared over 1 million students who have successfully completed the fafsa.
- Is the May 1 deadline going to be necessary? Students may not receive offers until May.
- The department is going to open a new FAFSA in another 10 months.
- Ongoing collaboration with ISAC, IACAC and ILASFAA
- We can't control when department of Ed will do stuff, but we already have members/Government Committee drafting a letter to send to our main constituents to address our issues with the new FAFSA
- ISAC has an affiliate that works with our government - Katherine, Megan will share her contact information with us so we can work with her and ISAC on drafting this letter
- Thank you Megan to all that you and ISAC do (other states should have an organization like this)

Executive Director Report (Erin Hoover)

- Strategic Plan update (Rejeannda Robinson)
 - What do we need from our members and what do our members need from us.
 - Meeting scheduled for February.
 - Member survey this winter and zoom shares and at conference present feedback
 - June board meeting for approval
- INCF update (Lauren Yates & Jennifer Stroh)
 - Website is LIVE!
 - Already 4 students signed up
 - 150 colleges are registered, Goal is 300
 - \$32,830 in net revenue so far
 - Going start sending targeted registration to colleges registered for Barrington's College Fair and Colleges who attended the Fall NACAC Fair, along with postcards and have a QR code on a board at all Spring IRCFs to encourage colleges to register
 - Taking a tour today of MVCC facilities to answer the on-site questions
 - Bus Grants are live on the website
 - Working on student incentives to have them attend.
- Finance committee
 - When we presented our Graphic Designer with a yearly contract it was discovered that we need to have a formal review of any outside work.
 - RFP will be created for this work and Sheri is aware and we want her to apply if it works with her experience.
- CPS Looking how we explore the partnership Counselor swap where counselors train each other as a PD opportunity.
- Promo year round sponsor packages. New conference app that we are learning how to use to its best ability.
- Working with B. Hodges on by-laws with credentials committee
- Finalizing 2024-2025 IACAC college fair calendar

- Committee looking at cost and reimbursement, food, and consistency and quality and control of the fair. Looking at definitions of who and why fairs are approved.
- Last year we had a contract with Minard planners that was declined but we still worked with Lauren to support 3 conference planners.
- Lauren will be looking at 2026 locations and contracts and beyond
- SMS will be coming to IACAC. Looking to have people opt into receiving texting.


Treasurer-elect Report (Christian Brown)

-  IACAC Donated Service Log - UPDATED 1_25_24 by CB - Year Progress 2023-2024.pdf
- Make sure to fill out a Donated Service whenever you do anything that serves IACAC.
- PD Grant request - currently working through them and they are still live

Past Treasurer Report (Josie Blasdel)

- Make sure to submit and requests Innovation Funds
 - Still have plenty of funds available

Treasurer Report (incl. Finance) (Mike Gavic)

-  Treasurer's Report - 1/26/24
- Erin has cleaned up the line items on the reports so it lines up with quickbooks.
- Profits look a little different as we split up calendar year for sign-ups for IRCF
- Income generating- costs will be higher because of the locations of conference.
- Paul submitted the request for GAIN - \$10,000 (everyone who requested this last year received the full funding request)
- Received roughly \$13,000 in revenue sharing with NACAC this past year
- Budget requests are due by March, if not submitted Mike will estimate your budget

Past President Report (Brian Hodges)

- Nominating Committee
 - Meeting will be Friday, February 2nd at Governors State University
 - Looking at finding new ways to get members to understand what the work the board does. Inviting NCI to attend meetings, encouraging committee members and chairs to come to meetings. Email all IACAC to invite them to come to the meetings.
 - Visual cues at conference posters that members can sign up to volunteer for a committee.
- Credentials Committee
 - Meeting will be virtual on Monday, February 5th

President-Elect (Angie Cooksy)

- Exec board please save the date for our first combination Executive Board/Conference Committee thank you dinner on Tuesday, April 23. More details about time and location to come.
- We will be adding a Senior Leader Experience as a pre-conference session on Tuesday afternoon at Conference this year. Registration will be available as part of the conference registration. Seats will be limited. Participants are encouraged to be individuals who are in leadership and decision making positions at their institutions.
- Finalizing the main stage (no longer using verbiage KeyNote) speakers for conference
- Currently Confirmed:
 - Wednesday - Jacoby Cochran - <https://www.jacobycochran.com/>
 - Thursday - still finalizing...more to come!

- High School Principal OR Someone from College Essay Guy
 - Friday - Teege Mettille
- Conference registration scheduled to open February 1st. Invite a friend...there is room for all!

President Report (Paul Welsh)

- NACAC [Rising Star](#) rising star nominees. Presidents will decide on one due to NACAC 2/28:
 - 7 Individual nominations: Lauren Yates, Jennifer Stroh, Bettie Mattison-Farris, Brian Harris, Meghan Chrums, Kenneth Guthrie, Gretchen Rhodes. Share any feedback/lobby us to make a case for one of these nominees.
 - Programs: The presidents will not submit a program choice but plan/hope to nominate the INCF after we have one year of data to support the award.
- Fiscal Policy Ad-Hoc:
 - Tony Minestra (chair), Mike Ford (past-treas), Megan O'Rourke (past-pres), Kelly Curtin, Josie Blasdel (Past-Treas)
 - Any "hot topics" or items to be changed in Fiscal Policy? Contact Tony M directly.
- GAIN application submitted
 - \$2,000 bus grants INCF (NACAC only had 1 school for \$300 utilize the grant); \$2,000 Conference keynote speakers; \$6,000 travel to NACAC conference - priority to NEXT cohort and Board Directors - \$10,000
 - Final revenue share from 2023 Chicago national fair: \$12,836.00
- Collaboration ongoing with ISAC, ISCA, ILASFAA
 - Exhibitor at ISAC (November 10-11, 2023, Tinley Park; \$525) and ILASFAA (Bloomington, March 4-6; \$900)
 - IACAC Conference exhibitor \$1,000 (or \$800 single day)
 - Next meeting
 - Plan is to exchange money for each others conferences
- Next Exec Board meeting: March 15 @ UIUC.
 - Review the [Fiscal Policy](#) about travel expenses reimbursed by IACAC
- Exec Board reception at Conference will be Tuesday evening April 23 with Conference Committee, details TBD
- Tuesday after President's Day in Springfield is advocacy day...Come and Help Support!!
- A. Brown - New Counselor Institute is partnering with Bad Sig on Feb. 6th, 5:00-7:00pm at Homeslice on Webster

Equity and Access Ad Hoc report & recommendations (Sharon Williams & Amy Thompson)

- [IACAC Equity and Access Final Report \(External\)](#)
- What is our responsibility as a premier organization to help with the upward mobility of people of color within offices.
- Develop a Program/Process that would allow institutions to make sure they are supporting and looking for people of color, not just in hiring, but then supporting them through onboarding, professional development, etc.
- Assess the needs and aspirations of staff to achieve upward mobility in higher education - one component we haven't met yet as we are still learning on individuals preferences for what level they would like to be at
- This was created after the Summer of reckoning of DEI initiatives
- We want this to be a resource where everyone can enter in at the same level
 - The tool we found can be molded to fit the university and funding they have available
 - Created a ToolBox, Script, Training, etc.
- Offices will apply to be in this program, Offices would go through a training process, we would have a liaison, trainer, evaluator, to make sure they are upholding the policies and assessments. We are not here to judge these institutions, but we want to make sure the procedures are in place.

- We don't want the liaison to be someone in HR.
- We are giving you a roadmap and action plan to let you actually do the work (not just giving you a website)
- Moving this from Ad-Hoc to find where this lives within a committee and who takes this work on. How do we share this with member institutions.
- Would the role for Evaluator be a volunteer or compensation role? Can we make an exception for this role to allow compensation (IACAC doesn't currently allow us to pay members)
- What would IACAC fund? IACAC would cover the pilot launch.
- Questions from Audience -
 - Who will be the 3 pilot schools?
 - We want representation for the 3 pilots - not all large publics
 - Going forward we need to alter our mindsets on success/failure as different institutions may only be able to use pieces of this program and not all of it or maybe just use the resources/toolbox
 - Maybe pull the enrollment leaders in IACAC to see where this program could live at their institution

Lunch: Welcome INCF committee

Old Business

- [Board Director NACAC Funding Proposal](#) (Derek Brinkley)
 - [NACAC Conference Reimbursement](#)
 - [Board Directors to NACAC - formalized plan](#) (Derek Brinkley)
 - [Actuals for 2023](#)

D. Brinkley motioned to accept the proposal as listed: Budget for each Board Director to attend NACAC during one of their three years on board. First priority will be given to board directors who are in year one of their term and second priority will be given to board members who couldn't attend NACAC in prior years (i.e. second or third year board members who did not attend their first and/or second year). Board directors should inquire with their institutions first to see if funding is available before seeking IACAC funding. S.Wochner Seconded Motion approved

- The nominated board member would need to confirm with their office whether or not their institution would pay for them to attend NACAC.
- To allot the budget for the people who need it the most.
- Will it matter if 1 year 5 people want to go, what does the funding model look like, ex: Los Angeles
- We should update the form that we have candidates complete to ask if their institution will pay for their attendance at NACAC up front.
- Priority will be given to the new Board Directors then to the Board Directors who were not able to go yet.
- We have other grants/funds we can pull from to cover the cost for Board Directors to go.

New Business

- Voting mechanism (Brian Hodges)
 - Ranking System – (5 to 1) 5 was the highest, 1 was the lowest. Process explained in message to member on 4/12/2023.
 - Voting will be open until 10:00 AM CT on Thursday, April 27th. For approval of the minutes, budget, President-elect, Treasurer-elect, Secretary-elect, and by-laws one vote is allowed. For the election of Board Directors, please rank 5 choices from 5-1 (5 is the highest, 1 is the lowest).

- Vote on the needs to the board
- Similar mechanism as last year. What does the membership need to know about the process?
- Credentials committee meeting. Look at the by-laws that seem to need changes, send it to Brian to have the committee review.
- NACAC NEXT recommendations (Maddie Corder)
 - The current NACAC NEXT cohort evaluated the 10 applications to determine their recommendation for the subsequent NACAC NEXT cohort. All applicants were strong and it was a tough decision.
 - The cohort decided to select Kristina Luster, Mikaela Morrison, and Margaret Jones. Joel Johnson was selected as an alternate.
 - Need to assign a board director to be a liaison for NACAC Next

A.Lynch Motioned to approve the NACAC NEXT as presented E. Wilson Seconded. Motion approved

- Retirees (Paul Welsh) moved to March meeting

A.Lynch Motioned to adjourn B.Stevens seconded motion approved

Meeting adjourned at 2:00pm

Respectfully submitted by Kathryn Hankamp IACAC Secretary