



Illinois Association for College Admission Counseling
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Executive Board Meeting
Friday, November 9, 2018
10:00 am - 2:00 pm
Room 1610, Oakton Community College, 1600 E. Golf Rd., Des Plaines, IL

Board Members Present: Patrick Walsh, Amy Thompson, Roberto Suarez, Renee Koziol, Linda Haffner, Ziggy Blackwell, Angie Cooksy, Traci Flowers, Christine Grotzke, Mike Ford, Dan Miller, April Ponte, Natalie Rubino, Stephanie Szczepanski, Kenya Taylor, Kim Wiley

Board Members Not Present: Carlene Klaas, Eric Ruiz, Tom Shorrock, Erin Updegraff

Guests: Jessica Avila-Cuevas, Andy Borst, Sarah Daugherty, Kelly Dutmers, Donna Epton, Joe Freeman, Erin Hoover, Mayra Lagunas, April Lynch, Dave Marcial, Kylie Mussay, Nick Sanders, Josephine West

Welcome: Michele Brown, Oakton Community College

Call to Order/Introductions: *(P. Walsh) Meeting called to order at 10:19 a.m.*

Approval of September Board Meeting Minutes *(P. Walsh)*

Two corrections were noted (members present and end time)

S. Szczepanski motioned to approve the September board meeting minutes as amended, M. Ford seconded.

Motion carried.

Treasurer's Report *(S. Szczepanski)*

The current balance between the two checking accounts is \$521,386.14 compared to \$472,335 at this time last year. The four investment accounts (Spartan market and 3 CD's) have a balance of \$314,725.15 compared to \$299,849.97 at this time last year. The current net worth of IACAC is \$836,611.29 compared to \$772,184.97 at this time last year. The finance committee met during the NACAC national conference and discussed several items including the Zoom contract (upgrade from meeting to webinar); the University of Illinois grant; timeline for the RFP for the communication specialist position (the finance committee will oversee the hiring and interviewing for this position). The finance committee is meeting again on November 15, 2018. Remember to log donated services: <https://www.iacac.org/donated/>

Membership Report *(A. Lynch)*

Current membership: 1,375, slightly below last year. We are up 2% in secondary category, up 3% in related educational services, and down NACAC members. Southern Illinois has 15 members and the committee is working towards outreach in those areas. Added demographic information to member profiles in collaboration with IAS – Login and update profile.

Chief Delegate Report *(K. Wiley)*

New NACAC Board Members

New NACAC President Elect: Dr. Jayne Caflin Fonash, The Academies of Loudoun, VA. Two new members for the Board of Directors: Sara Brookshire, Brandeis University, MA and Stephen Pultz, University of San Diego, CA.

5 Motions passed at Assembly:

- A motion from Tim Gallen, Pennsylvania ACAC, asking the Board of Directors to consider postponing the implementation of the new membership model until 2021. And get more feedback from membership.

- A motion from Jennifer Melton, International ACAC, asking the Board of Directors to consider modifying the way Admission Practices complaints are handled, specifically to refer complaints to the affiliate where the institution is located as well as to any affiliate chairs whose students may be impacted by the alleged violation.
- A motion from Kim Wiley, Illinois ACAC, asking the Board of Directors to review the language being used by colleges when requesting final transcripts and consider establishing an appropriate timeline for these requests.
- A motion from Andrew Rosabianca, New England ACAC, asking the Board of Directors to consider establishing a working group to review institutions' policies on self-reported test scores. The motion suggested that best practices for communicating policies for self-reported scores could be established and that NACAC could create a database of institutions that allow self-reported scores.
- A motion from Elisabeth Marksteiner, International ACAC, proposing that the NACAC Board create a commission on testing to examine testing inequalities and barriers to access for international students and US citizens residing outside the United States.

Government Restructuring:

Research being done right now to consider restructuring. Delegates provided feedback about the following proposals: Whether delegates should elect national officers via online voting two weeks prior to conference; Whether bylaw and CEPP changes will go to a full membership vote after being amended and approved at conference; Whether Assembly will be moved to Thursday morning of national conference instead of Saturday to allow delegates to attend sessions.

CEPP - DOJ Investigation:

The investigation is still ongoing and there is no end in sight. We cannot make any amendments to the CEPP for one year or until the conflict is resolved. While the investigation is still happening, it is important that make sure our students are being treated fairly and appropriately. Violations of the CEPP can still be filed and will be reviewed by the NACAC Admissions Practices Committee. Members are encouraged to report situations if they arise.

Delegate Procedural Book:

The Delegates think it is important to create a how-to book of expectations and processes to prepare for NACAC Conference and Assembly. We will be putting our heads together to make this happen over the next few months.

President-Elect Report (A. Thompson)

The conference planning committee met in October and the next meeting will be in January at York H.S. Here are the highlights: IACAC IMPACT: Making The Difference - Action, Advocacy, Excellence.

- Conference information, including hotel reservation info on website.
- Tentative Budget is set with some possible changes in a few areas - nothing major.
- We are seeking exhibitors, advertisers, and sponsors. If your institution or a contact with a service provider are interested, please send them to the EAS Chairs.
- Program Committee and Professional Connections are gearing up for a Local Counselor Day with some designated sessions, table hosting, and a reception. These two committees will also collaborate on integrating campus visits for high school counselors to ISU and IWU.
- Working on finalizing keynote speaker.
- Committee reports due this week.

Grants will be promoted by Professional Connections and Membership committees with a video including testimonials why membership and attending conference is valuable. Grant application will be live on website in December. In the past, members that have applied for an IACAC conference grant have received funding. If there is a huge surge of grant requests the PGC can ask the board for additional funds at the March board meeting.

Past President Report (R. Suarez)

Credentials

Credentials has reached out to multiple members and we are beginning our next step to schedule a tentative meeting on Friday, Jan. 25th at Homewood-Flossmoor H.S. The committees will focus on updates to by-laws connected to CEPP and updates to align current structures impacting committee work and IACAC staff. We will also review a request from IAS to update more inclusive language and refrain from using he/she within bylaws and replace the terms with the singular 'they'. This will impact Article 2, Section 4, NACAC Assembly Delegates will be updated.

Nominating

Nominations are coming in slowly. We have only received a few and the next call out will be going out soon. Consider self-nomination for a new position and individuals on committees and other colleagues that will be great to move into new roles. The nominations committee will meet after Credentials, which is tentatively scheduled for Friday, Jan. 25th. Please reach out if you're interested in serving on the nominations committee. Clarification on single slate delegate secondary – Tom S. is appointed for only one year according to bylaws – can still be debated by nominations committee.

President Report (P. Walsh)

Imagine Grants

The 2019 Imagine Grant is currently open and the deadline to submit proposals is December 1. Thus far, we have had one proposal from Illinois. NACAC provides Imagine Grants to offer financial support to individuals or NACAC affiliates that assist students in the transition to college. They assist individuals who might otherwise be unable to participate in professional development opportunities or to implement a new innovative program. Please reach out with any questions.

Winter LDI

The NACAC Winter Leadership meeting will take place in Washington, DC on March 3-4, 2019. Joining the president's cycle will be our three Government Relations Chairs. The travel costs will be a little more expensive due to an approved change with NACAC. The NACAC Travel Reimbursement Policy recently changed for the Winter and Summer Leadership Development meetings. NACAC will not charge a meeting registration fee of \$300, but transportation costs are now the responsibility of the affiliates instead of NACAC.

March Board Meeting

The March Executive Board meeting traditionally coincides with IACAC's advocacy day on the Hill in Springfield, Illinois. That will not be the case this year, as Government Relations will look for the most opportune time to visit the Hill independent of the Board Meeting. The March Executive Board Meeting will be held on Friday, March 15, 2019.

NACAC Annual Conference

Thank you to Kim Wiley, Chief Delegate for her leadership and to all the delegates for representing our Affiliate so well.

Practicum Student

A graduate student completing a higher education master's degree has inquired about the opportunity to do a practicum with IACAC over the summer. This individual has interest in gaining a better understanding of the organization and working with committees on our numerous summer events. The student worked in CPS for 5 years following his bachelor's degree and is currently in his first year of graduate school.

Harvard Admission Lawsuit

A journalist from Northwestern University's Medill School of Journalism contacted IACAC seeking comment on the impacts of the potential outcomes of the current lawsuit against Harvard Admissions. I spoke with him last Friday reaffirming the organizations core values and commitment to inclusion and diversity in the admissions process.

Looking Forward

- Communication Specialist Position
- Illinois College Fair Structure – looking at StriveScan
- National College Fair for Spring 2020 - Discussion in New Business
- Financial Surplus report to the board in January
- Technology ad-hoc committee recommendations – meeting next week to re-center the purpose of the committee and the changes that need to be made
- Email will be sent out on listserv – provide direct supervisors contact information

Unfinished Business

Articulation Unplugged (P. Walsh)

In the process of re-evaluating the effectiveness and purpose of the program. Gathered feedback from college fair representatives at ISU and high school counselors and will send out to board to review and discuss in January. Remains as unfinished business.

IACAC Counselor Challenge (*K. Wiley*)

After many conversations the committee is shifting its focus efforts to sponsor a public or private school counselor that is not currently a member of IACAC and award membership in IACAC and registration to attend the annual conference. There will be a few stipulations including begin actively engaged in a committee. Preference will be given to counselors working with underrepresented populations that have not attended the IACAC conference in the past. We will connect with other organizations (ISCA, CPS, Principal Association, student services department chairs) to promote this opportunity. This will be a great recruitment tool to generate list of applicants that we can follow up with. This will be funded by the committee budget and the goal is to open the application in December with a March 1st deadline.

New Business

Annual Conference Timing (*N. Rubino*)

The beginning of May conflicts with AP testing and National Commitment Day so many counselors cannot attend or participate in presenting at conference. In order to serve the membership, it is ideal to have conference at the end of April. This time frame is still the best after surveying membership. Challenge to future leaders to take a risk and pick a different time of year.

Future Dates: April 22 – 24, 2020; April 21 – 23, 2021; April 27 – 29, 2022

Spring 2020 National College Fair (*P. Walsh*)

Opened a discussion to add a city or suburban area NACAC National College Fair in the Spring of 2020.

- Yes, if it can be staffed with volunteers (conflict with timing of National conference in SLC)
- Yes, suburban location, if easily accessible by public transportation for city students.
- No, the amount of college fairs we have is excessive. For some fairs the yield is not that great. If the Spring fair becomes very successful at what point will the city fair in the fall become obsolete?
- Chrissy – fall (city), spring (suburbs) – combine forces to condense fairs and make these the main fairs.
- Is a fair in the fall serving our students at all? The fall used to be successful for recruitment but having one fair in the Spring either in the city or suburbs could be more beneficial to capture more students on the brink of the college research and application process.
- Capture data on who is attending the Chicago NCF. Noble Network is not present because they have their own fair.
- M. Ford – approached by NACAC to add a second fair several years ago – the day after conflicts with Milwaukee fair – looked at different venues (United Center, Rosemont – centrally located) – pair with annual conference? – can cut into revenue stream for Illinois Regional College Fairs which is the largest revenue generator for our organization.
- Do any other cities have two fairs? STEM Fair, Performing/Visual Arts fair – NY has a couple fairs
- Decision must be made by March 2019 to make committee chairs aware of changes
- Targeting two different demographics – suburban students do not want to go to the city – students are revved up and ready to go in March/April but there aren't many fairs to attend.
- Talk to ICF before the calendar is being created.
- Liaisons to contact committees to develop a plan.

Local Counselor Day (*J. Freeman*)

As we think about the logistics of the annual conference there was a suggestion to craft specific sessions or programs and outreach for counselors within 50 miles of Bloomington to possibly grow membership.

Discussion/Questions:

A. Should we program our conference to and provide specific programming?

B. What sort of program should be included, How?

C. Is Wednesday better than Friday?

D. What are ways to keep counselors engaged after conference?

- Are we looking to engage people that have never come to conference before or who are not members? Who are we targeting?
- Prefer Wednesday since first timers' luncheon is a strong way to engage along with keynote speaker, sessions.
- Since May 1st is Wednesday, Thursday might be a better day to target first timers. We can have a designated reception, they can attend conference reception – just because they are local doesn't mean that they are first timers. Balloons at lunch to welcome first timers – work with professional connections and conference planning committee, program.

- Great idea to add a reception for local school counselors since they might not stay for the evening reception.
- Suggestion to add a counselor college fair.
- J. Freeman – attended HECA conference – loved reception format – folks milling about with food and drinks simultaneous business and networking.
- A. Cooksy – Bradley is willing to partner for a reception
- Donna – mentorship reception or project reach wine reception or selling my school?
- Conflict – Choose between a session a reception? Retirees reception – during C session
- Friday after lunch – would any college reps want to stay?

LEAD Update (Z. Blackwell)

A lot has happened since last meeting. Great logo! Catchy, creates curiosity.

- Great support during NACAC affiliate meeting – had the opportunity to share program and since many enrollment managers were in that meeting, when we mentioned that we were looking for speakers – specifically woman of color – we now have a database of 30 potential speakers.
- We have 15 applicants and have accepted 13. They will need sign a participation agreement form due Dec. 1st.
- First meeting – Dec 7th UIUC satellite – create a welcoming community and safe space and share standards. Will provide participants with readings (homework) for professional growth. Each meeting will have an action item to try to implement into job.
- M. Lagunas – thankful for IACAC support for recognize the barriers that students and professionals of color – challenge to think about why these spaces are needed.
Q: Is there a reason why we can only support 15, financially?
A: There is a benefit to starting small.
- Chief officer of NACAC was present and gave her support and how this is useful to the profession
Q: Do other affiliates have a similar program?
A: Can't think of another affiliate that has a similar program – cohort taking on journey – on the forefront of developing professional in the industry
- Still looking at how to evaluate the success of program – Identify areas of development based on critical race theory – leadership doesn't necessarily mean upward mobility but just doing their job to the best of their ability. Each meeting will have an evaluation of objectives to measure participant learning.
- Suggestion to include resources (books, websites) for all people to understand.

Committee Updates

Adhoc Financial Surplus Committee:

Admission Practices:

College Awareness and Preparation (CAP):

Conference: See President-Elect's report.

Credentials: See Past-President's report.

District Seminars:

Finance:

Government Relations: Election – shifting to democrat – we do expect higher education legislation to be prioritized and speed up – consider advocating with 14th and 6th district and GOP district – especially as House of Reps changes

High School Counselor Professional Development Ad-hoc:

Illinois College Fair:

Inclusion, Access, and Success (IAS):

Media Communications: Reach out to help with email formatting – designate MC point person to submit photos – update committee form on webpage.

Membership:

Mentorship: The holiday meetup will be held on Thursday, December 6th at three locations. RAM Rosemont 4:00– 8:00 pm, Central IL (Peoria), Kellers 4:00 –6:00, Eastern IL (Brickhouse Bar and Grill 5:00–8:00 pm.

Suggestion to have a book club to encourage discourse – pair up with NACAC reads and to develop a community service idea related to books, literacy initiative/project.

Middle Management Institute:

National College Fair:

Nominations: See Past-President's report.

Professional Development Grants:

Professional Connections:

Retirees (part of Membership):

Scholarship: needs volunteers!

Strategic Plan Ad-hoc:

Summer Institute:

Summer Tours:

Transfer Advisory: (A. Ponte) The Transfer Summit will be held on February 1, 2019 at Moraine Valley Community College. Recently the committee was approached by a vendor to exhibit, are there any guidelines or does IACAC want a fee collected? This can be found under external funding – fiscal policy (section 7, part A – must support the mission of IACAC). Reach out to finance committee for specific form. Money would go towards Transfer Advisory committee – is there any restrictions on what that can be used for? Would need to be used for that year – any leftover money would go into general membership. Fiscal policy can be found under Members Only

A. Cooksy motioned to adjourn, K. Taylor seconded.

Motion carried.

Meeting adjourned at 1:46 p.m.

Respectfully submitted by Renee Koziol, IACAC Secretary.