



**International ACAC General Membership Meeting
Thursday, September 26, 2024
2024 NACAC Conference in Los Angeles, California, USA**

MINUTES PENDING APPROVAL

1. **Meeting called to order by President Wilson Lee at 6:16 PM.**
2. Establish quorum: The number of voting members in attendance exceeds the minimum required for a quorum. **Quorum established.**
3. **Motion:** Approve Meeting Minutes from last [General Membership meeting at the International ACAC Conference, July 10, 2024](#), from President Wilson Lee. **Motion Approved.**
4. Presentation of the 2024 NACAC Rising Star Award to Baman Ghimire.
5. **Vice President Report:** Ruby Bhattacharya, Vice President for Admissions Practices
 - a. NACAC Guide to Ethical Practice in College Admission: There is a new, reformatted version on its way.
 - b. The Financial Aid Forms for 2024-25 have been updated and posted on the International ACAC website.
6. **Vice President Report:** Daniel Marschner, Vice President for Advocacy and Outreach
 - a. Regional Institutes: Locations are being determined for the second half of 2025 in the Middle East & North Africa and Sub-Saharan Africa.
 - b. Gathering Grants will be available again starting in 2025.
7. **Vice President Report:** Erin Garcia, Executive Director, on behalf of Luke Devlin, Vice President for Communications
 - a. The organization just updated its website and membership management system.
 - b. Members need to create a new account to access their membership profile.
8. **Vice President Report:** Shilpa Gupta, Vice President for Finance
 - a. Proposed budget for 2025
 - b. We are hosting an increased number of Regional Institutes; therefore, we can anticipate increased costs.
 - c. The organization will continue to support the Scholar Program, Mentor Year Program, bursaries, and opportunity grants.
9. **Vice President Report:** Joyce Agyare, Vice President for Inclusion, Access & Success
 - a. The Committee aims to launch the Virtual Scholar Program.
 - b. 2025 Scholar Program
 - Nominations are currently open until October 15.
 - Applications will be open from October 1 to November 4.
10. **Vice President Report:** Andrew Palmer, Representative to the Executive Board, on behalf of Kim Tulloch Wynn, Vice President for Membership, and Craig Brown, Co-Vice President for Membership
 - a. Membership is seeing consistent annual growth.
 - b. Regional representation amongst members has stayed proportionally consistent since 2021.
11. **Vice President Report:** Liam McCartney, President-Elect, on behalf of Marsha Oshima, Vice President for Professional Development

- a. Webinars are ongoing and increasing in both number and size.
 - b. The Pre-Conference Institute Director (volunteer) position is currently accepting applications.
12. **President-Elect Report:** Liam McCartney
- a. The 2025 Conference at Northeastern University in Boston, Massachusetts, will take place from July 15-17, 2025.
13. **President's Report:** Wilson Lee
- a. The organization is making strides to strengthen our relationship with NACAC.
 - b. This year, we will be exploring partnerships with revenue-generating opportunities.
 - c. The Board Restructuring bylaws change could improve our organization and bring forth a lot of positive change.
14. **Board Restructuring:** presented by Kristin Dreazen, Committee Chair, and Liam McCartney, member of the Ad-Hoc Committee on Board Restructuring
- a. The proposal will go to a member vote in the first half of 2025.
 - b. The purpose of the proposal is to create a more agile Executive Board that is better suited to serve our diverse and international membership.
 - c. There will be deliberate and intentional regional representation, along with increased opportunities for leadership.
15. **Past President Report:** Michelle Chow-Liu
- a. Governance and Nominating Committee (GNC) for 2024-25 has been established
 - b. 2025 Executive Board Elections
 - Applications will open in December
 - Available Positions:
 - 1. President-Elect
 - 2. Vice President for Admissions Practices
 - 3. Vice President for Communications,
 - 4. Vice President for Finance
 - 5. Vice President for Professional Development
 - c. 2026 Annual Conference: Carnegie Mellon University and the University of Pittsburgh in Pittsburgh, Pennsylvania, USA.
 - d. 2027 Annual Conference: McMaster University in Hamilton, Ontario, Canada.
16. **Motion** to adjourn the meeting by Kristin Dreazen. ***Motion Passes.***
17. **President Michelle Chow-Liu adjourned the meeting at 6:57 PM.**

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*Respectfully submitted,
Jessica Bishop
Administrative Coordinator
September 27, 2024*