



**International ACAC Executive Board Meeting  
Wednesday, July 13, 2022  
MINUTES APPROVED**

- 1. Established quorum at 1:50 PM MT.**
  - a. 1251 members, need 125 present
- 2. Meeting called to order by President Natalie Bitton at 1:50 PM MT.**
- 3. President's Report from Kris Toribio: President-Elect 21-22; President 22-23**
  - a. Highlights from 2021-2022:
    - i. Adoption of strategic plan
    - ii. New staff members (IDO, Administrative Coordinator)
    - iii. Adoption of Diversity Statement
    - iv. Mentor Year Program inaugural year
  - b. Strategic Plan Summary:
    - i. Established strategic priorities
    - ii. Worked on "how we show up"
  - c. Strategic recommendations:
    - i. Revamp volunteer process
    - ii. Redesign the website
    - iii. Develop certification program
    - iv. Revise communications strategy
    - v. Rethink events
  - d. President Goals:
    - i. Staying true to commitment to DEI and access
    - ii. Moving forward together
    - iii. Leading with aloha and kuleana
- 4. Past-President's Report from Natalie Bitton: President 21-22; Past-President 22-23**
  - a. Reminder of mission statement:
    - i. To facilitate global interaction among counselors and institutions in support of secondary students transitioning to higher education, while promoting professional standards that foster ethical and social responsibility.
  - b. Gratitudes:
    - i. Past-Presidents Council
    - ii. NACAC
    - iii. Incoming President Kristoffer Toribio
  - c. Members are our #1 priority: Enhance the member experience globally
    - i. Members love being involved and engaged!
    - ii. Focus on volunteers/volunteer process
    - iii. Make it easier to get involved
  - d. Governance and Nominating Committee
    - i. Review bylaws, Policies and Procedures
  - e. We're seeking RFP's for 2024!
    - i. There will be a webinar soon.
    - ii. [Check out our website](#) for some information

## 5. President-Elect Report, Michelle Chow-Liu

- i. We are hosting our 2023 conference at Florida International University in Miami from July 11 - 14, 2023.

## 6. Officers' Reports

### a. VP Admissions Practices, Ruby Bhattacharya

- i. Ad-hoc committee on Financial Aid Forms
  1. Created in order to provide alternatives to important forms
  2. So many volunteers! Thank you everyone who put their name forward
  3. We successfully created new forms and documents, completely free for students, that helps them communicate with colleges
    - a. International Student Application for Financial Aid Assistance (ISAFSA)
    - b. International Student Financial Certification Document
  4. Shout out to Lisa Hollett for helping pull this off!
  5. [Find the forms online](#)
- ii. Admissions Practices Committee
  1. NACAC's Guide to Ethical Practice in College Admission
    - a. Translations now available in Spanish and Chinese
    - b. Thank you, Duolingo!
  2. Three pillars of Admissions Practices:
    - a. Education
    - b. Advocacy
    - c. Communication
  3. Coming soon:
    - a. International ACAC Webpage about Admissions Practices
    - b. More translations of the Guide

### b. VP Advocacy and Outreach, Tricia Bergantino (represented by Dan Marschner)

- i. 2021-2022 Summary:
  1. Engaged all 7 regions through regional roundups
  2. Included advocacy resources on the website
  3. Hosted a virtual AND in-person town hall about "Students in Crisis"

### c. VP Communications, Alyson Murray

- i. Areas of focus:
  1. HQ and Committee support in communication efforts
  2. Social media
  3. Blog
  4. Website support and review
  5. Brand Audit
- ii. Upcoming areas of focus:
  1. Strategic Plan support and integration
  2. Procurement of WeChat official account
- iii. Social Media Numbers:

Platform	Size
Facebook (members-only group)	2,328 members
Instagram	1,441 followers
WeChat (2 groups)	1,000 members
Twitter	2,197 followers

### d. VP Diversity, Equity, and Inclusion (DEI), Isthier Chaudhury

- i. This was the first year of this committee!
  1. Revised statement on diversity
    - a. This statement is alive and can change.

- b. No statement can totally encapsulate DEI goals.
    - 2. New DEI glossary for member learning and conversation
      - a. This is living and will continue to grow
    - 3. Monthly engagement on social media for global holidays and celebrations
  - ii. For the year ahead:
    - 1. 15 new committee members joining this next cycle
    - 2. Planning to collaborate with other committees about events and groups (i.e. affinity spaces/special interest groups)
    - 3. Review learning for board and leadership team to encourage accountability
- e. VP Finance, Shilpa Gupta
- i. 2021-2022 Finances:

	BUDGET	May 2022	May 2021
<b>ASSETS</b>			
Checking & Savings		1,313,866	736,227
Investment Funds		854,976	930,001
<b>Total Current Assets</b>		<b>2,168,842</b>	<b>1,666,228</b>
<b>REVENUE</b>			
Membership Dues	289,190	247,354	215,534
Conference Revenue	780,500	487,655	70,750
Dividend/Interest Revenue	3,000	1,004	2,051
Unrealized loss/gain		-117,788	43,479
Misc Revenue	7,000	3,790	
Global Fund Revenue	4,875	975	
<b>Total Revenue</b>	<b>1,084,565</b>	<b>622,990</b>	<b>331,814</b>
<b>EXPENSES</b>			
Program Expenses			
Global Fund	63,650		13,067
Strategic Planning	43,166.66	18,167	
Annual Conference Expenses	496,500	11,469	37,233
<b>Total Program Expenses</b>	<b>603,316.66</b>	<b>29636</b>	<b>50,300</b>
<b>GROSS PROFIT</b>	<b>481,248.34</b>	<b>593,354</b>	<b>281,514</b>
<b>Total General &amp; Admin Expenses</b>	<b>468,617.48</b>	<b>125,515</b>	<b>101,820</b>
<b>NET INCOME</b>	<b>12,630.86</b>	<b>467,839</b>	<b>179,694</b>

- f. VP Inclusion, Access, and Success (IAS), Michelle Trimpe
  - i. Committee Focus:
    - 1. Scholars program, since 2014, 75+ scholars in over 50 countries
    - 2. 15 active scholars this year
    - 3. Scholar Mentor Program: scholars matched with mentors
  - ii. Applications for 2023 scholar cohort are live:
    - 1. [2023 International ACAC Scholar Nomination](#)
    - 2. [2023 International ACAC Scholar Program Application](#)
- g. VP Professional Development, Denise Nijhuis
  - i. Rather than conference watch parties/thematic months, we switched this year to hosting a Webinar Week
  - ii. Pre-Conference was hybrid this year, with 2 tracks to choose from
  - iii. Bus Tour: first since 2019. All around NM and CO for 8 days. 21 members.
- h. VP Membership, Kate McKeen
  - i. Steady and consistent growth of membership:

<b>*as of July 1, 2022   Total Membership: 3463</b>					
<b>Membership Types</b>	<b>2022 Membership</b>	<b>% of Membership</b>	<b>2021 Membership</b>	<b>% of Membership</b>	<b># Difference (21-22)</b>
Post Secondary (Colleges and Universities)	1287	38%	1276	38%	11
Secondary Schools (High School)	1528	44%	1439	43%	89
Individual (IEC, Small Org, Student)	311	9%	303	9%	8
For-Profit Organization	189	5%	191	5%	-2
Non-Profit Organization	59	2%	43	1%	16
Community Based Organization	52	1%	48	2%	4
Retired Professional	37	1%	33	2%	4
<b>TOTAL</b>	<b>3463</b>		<b>3339</b>		<b>124</b>

**END of Year (Dec) 2021: Total Members: 3527**

<b>NEW MEMBERS JOINING (Jan - Dec)</b>			
<b>MEMBERSHIP TYPES</b>	<b>2020</b>	<b>2021</b>	<b>2022 (until July)</b>
Post Secondary (Colleges & Universities)	356	247	263
Secondary Schools (High School)	340	335	266
Individual (IEC, Small Org, Student)	36	32	26
For-Profit Organization	46	34	43
Non-Profit Organization	10	14	13
Community Based Organization	4	11	16
Retired Professional	1	4	0

<b>*as of July 1, 2022   Total Membership: 3463</b>			
<b>Membership by REGION</b>	<b>July 2022</b>	<b>July 2021</b>	<b># Difference 2022 &amp; 2021</b>
Africa, Sub-Saharan	122	112	10
Canada & U.S.	1463	1410	53
Caribbean, Central America & Mexico	75	69	6
East Asia	557	570	-13
Europe	593	581	12
Middle East & North Africa	105	111	-6
South & Central Asia	170	135	35
South America	114	90	24
Southeast Asia & Oceania	265	253	12

- ii. Almost half of our in-person conference attendees are first-timers!

<b>2022 Conference Breakdown *as of July 1, 2022</b>		
<b>Membership Type</b>	<b>Registered</b>	<b>First Time</b>
Post Secondary (Colleges and Universities)	638	285
Secondary School (High School) Individual Members	349	117
Organizational (For Profit, Non Profit, CBO)	127	66
<b>Total In-Person:</b>	<b>1114</b>	<b>468</b>
Virtual	356	132
<b>Total Registered:</b>	<b>1470</b>	<b>600</b>

- iii. Updates to Policies & Procedures:
1. OLD Policy: Only Institutional members can act as a referee for NEW Individual & Organization applicants
  2. NEW Policy: ALL members can act as a referee for NEW Individual & Organization applicants
  3. OLD Policy: A non-profit organization must demonstrate at least 3 years of operations.
  4. AMENDED: A non-profit organization should demonstrate at least 3 years of operations. At the discretion of the VP for Membership, a non-profit organisation may be recommended for membership with mentor support where evidence or length of operations is insufficient

and the purpose of the organisation is to support an underserved community.

**7. Other Business**

- a. Member Juan-Camilo Tamayo proposed that we expand our social media outreach to TikTok.
- b. Member Pablo Torres from UNM proposed that we open up the college fair to local students
  - i. Member David Zutautas doesn't think it's feasible to do during the conference, but maybe we could offer this pre- or post- conference.
- c. Member Simon Lewis suggested we start in-person regional events again.
- d. Member Ffiona Rees says thank you to the board and HQ staff, noting how difficult it was to plan this year's event.

**8. Adjournment**

- a. *Motion to adjourn the 2022 International ACAC General Membership Meeting at 2:45 pm MT.*

*Respectfully submitted,  
Jessica Bishop  
International ACAC Administrative Coordinator  
July 2022*