



International ACAC General Membership Meeting (Online)
Wednesday, May 12, 2021
Minutes

- 1. Meeting called to order by President Kathleen Schultz at 9:04 AM EDT.**
- 2. President's Report**
 - A. Acknowledgement of suffering all of our members are experiencing. Thankful International ACAC provides forums and outlets for us to share what we're going through.
 - B. Admission Practices, led by VP Ruby Bhattacharya, continued to guide the association on best practices in college admission.
 - C. Advocacy and Outreach Committee, led by VP Tricia Bergantino, has concluded 7 Regional Roundups.
 - D. Governance and Nominating Committee, led by Past President Marie Vivas, completed a successful board election.
 - E. Communications Committee, led by Alyson Murray, in collaboration with Advocacy and Outreach Committee, have issued statements of support and advocacy for our communities.
 - F. Membership Committee, led by Michelle Chow-Liu, is working to process applications and confirm our membership records are accurate and our members are in compliance with our policies and procedures. The committee is also performing audits in conjunction with the Admission Practices Committee to insure this accuracy.
 - G. Professional Development, led by Denise Nijhuis, is working on the Pre-Conference and the Webinars.
 - H. Diversity Committee, represented on the board by Jackie Modeste, is meeting with all of the VPs to stay abreast of organizational developments.
 - I. Inclusion, Access, and Success, led by Beatriz Gutierrez, continues their work of outreach with the scholars.
 - J. Finance, led by Tracy How, is ensuring we remain fiscally sound as an organization.
 - K. Thank you to our volunteers on the committees.
 - L. Thank you to the HQ staff.
 - M. We on the board are continuing to look inward as we proceed with our Forward Together initiative. As such, we are in the final stages of hiring a strategic planning firm.
- 3. Conference Update from President-Elect Natalie Bitton**
 - A. Pre-Conference is July 7th and 8th.
 - B. Conference is July 12-16.

- C. Dedicated website: <https://www.internationalacac.org/conference>
- D. Registration Opened on April 20.
 - i. We have 428 registrations.
 - ii. If you need support to attend, please apply for a conference bursary.
- E. We received 150 session proposals for 40 presentation slots.
 - i. The Conference Planning Committee evaluated all proposals.
 - ii. Session proposal responses sent April 19.
 - iii. Focus on DEIJ, inclusion, future of education/work.
- F. Members will receive an update on the sessions in the next conference update.
- G. We are focused on accessibility for this year's virtual conference, through:
 - i. Bursaries
 - ii. Closed Captioning
 - iii. Time Zone Scheduling, which will be listed on the website
 - iv. World music playlist
- H. During the listening tour, members brought up the issue of internet access around the globe. We are looking into who has issues and how we can help.
 - i. A [survey](#) was sent via email. It is also linked in the chat and in the Facebook group.

4. Executive Board Delegate Appointment

- A. Due to the departure from the board of Anna Boyd, there is an open Delegate position on the Executive Board.
- B. The balance of the term is July 1, 2021-June 30, 2023.
- C. The application is open now and closes on June 1, 2021.

5. 2021 Governance and Nominating Committee

- A. Five (5) positions are open to join the four (4) elected officers.
- B. We are looking for regional representation as well as representation by member type.
- C. These positions evaluate board applications.
- D. The application is open now and closes on June 1, 2021.

6. Voting quorum established by Vice President for Membership Michelle Chow-Liu. (9:32 AM)

7. Bylaw Changes: Marie Vivas, Past-President

- A. **Motion:** Amend the International ACAC Bylaws to change the name of the Committee on Issues of Diversity to the Diversity, Equity and Inclusion Committee.

Motion made by Marsha Oshima, second by Rosa Moreno-Zutautas.

Motion passed.

- i. This motion had been tabled at the October meeting in order to address questions.
- ii. Work was done to make sure proposed name, including the word inclusion, would be acceptable legally and per our bylaws.

- iii. Committee worked to address all questions asked.
- iv. This committee name is appropriate and in line with the names of other committees.

B. **Motion:** Establish the position of Vice President of Diversity, Equity and Inclusion on the International ACAC Executive Board, with all the rights and responsibilities assigned to association officers.

This Vice President will chair the corresponding committee. This bylaw amendment will take effect immediately. A special election will be held to fill this position by September 1, 2021.

Motion made by Kathleen Schultz, second by Natalie Bitton.

Motion passed.

- i. No initial description of the VP responsibilities is available. It will be carefully crafted using multiple data points.
- ii. Once the position is established, we will hold a special election.
- iii. Question raised about if enough notice has been given regarding this. The answer is yes, as the Bylaws require only the meeting to be announced thirty days prior to the event (which it was). Motions do not have to be announced prior to a Membership Meeting.
- iv. Question is raised about the length of VP term. It will be three (3) years.

C. **Motion:** Amend the International ACAC Bylaws Articles II, IV, VI, VII, XIII, XIV, and XV (as outlined on the [website](#)) as recommended by the Governance and Nominating Committee and approved by the Executive Board.

Motion made by Marie Vivas, second by Ruby Bhattacharya.

Motion passed.

- i. Bylaw changes are proposed by the GNC.
- ii. These Bylaw changes are a move toward inclusion by allowing electronic voting. The cost to attend the annual conference in person was exclusionary. Looked into proxy voting, which was not viable in virtual setup.

8. [Approval of October 2020](#) AGM Minutes

Motion to: Approve the minutes from the October 27, 2020 International ACAC Membership Meeting. ***Motion passed.***

9. **Announcements**

- A. Time to recognize your colleagues.
- B. GEM Awards are open

- C. Annual Association Awards are coming up.
 - i. Rising Star Award (Member with less than five years' experience.)
 - ii. Distinguished Service Award
 - iii. Peter Hauet Lifetime Achievement Award
 - iv. Details are on the [website](#). May 20 Deadline.

10. Closing Remarks

11. Motion to adjourn the May 2021 International ACAC General Membership Meeting at 10:04 AM EDT.

Respectfully submitted,

Lisa A. Hollett

Special Programs Coordinator, International ACAC

May 26, 2021

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