



AFFILIATE GENERAL MEMBERSHIP MEETING MINUTES
International ACAC Conference - New Orleans, Louisiana
July 11, 2018

I. Meeting was called to order by President Aaron Andersen at 3:00pm.

II. Quorum - Vice President for Membership Michelle Chow-Liu confirmed that a quorum was present.

III. Approval of Minutes from September 2017 Membership Meeting during the NACAC Conference in Boston, Massachusetts. *Motion passed.*

IV. President Report - Aaron Andersen

The executive board met two days prior to start of conference, and among the many topics covered, three are of particular note for members:

- Crisis Response Plan
 - Issues that have impacted our members (testing, Naviance, student issues, etc.)
 - Developing plan to assist when we can
 - Shared statement the Board developed on the Nepali Student Scholarship Cancellations
- Global Fund
 - Will launch Opportunity Grants this fall (similar to NACAC's Imagine Grants)
 - Two grant options: membership fee waiver (one time) for new or current members; grant for activities, events, new program development and these are for current members (not those also applying for fee waivers who would be new members)
- Transparency & Inclusion for Membership
 - Continue to improve regional representation on the executive board
 - Recommendations from the Ad Hoc Committee on Diversity focus on three areas: governance and leadership related, including diversity-focused training for all committee members; membership and mentorship related; and social media and multicultural dynamics related.
 - Remove funding barriers to member engagement through Opportunity Grants
- Recognized and thanked outgoing committee members, whose three-year terms end July 31st.
- Recognized and thanks Board members who are completing their terms: Kristin Dreazen, Patrick Stenger, and Anna Wright.

V. President-Elect Report - Becky Konowicz

- 2019 Conference - July 9 to 12 at Western University in London, Ontario (Canada)
- Will expand attendance numbers to @ 1,600; universities will be capped at three members and high schools capped at four members; those who have committee members serving will be allowed a +1.

VI. Past President Report - Johanna Fishbein

- Members of the 2018-19 Governance & Nominating Committee have been appointed and includes: Johanna Fishbein (Chair); Jennifer Dewar, Duolingo English Test; Kristin Dreazen, Edvice London; Joe Giacalone, Marist College; Sherrie Huan, The University of Sydney; Joey Kirk, University of Glasgow; Becky Konowicz,

Santa Clara University; Dean Mendes, Skidmore College; Erick Núñez, United Nations International School; Ffiona Rees, University of California, Los Angeles; and John Storer, Waterford Kamhlaba UWCSA. GNC's work includes the 2019 Executive Board elections and the 2019 Annual Awardee Selection.

Kristin Dreazen, immediate past-president, was asked to lead the members on a motion and vote on updating the bylaws. She noted that the board completed a year-long review of the Policies and Procedures and bylaws. By design, the "P&P" are fluid and responsive to the work and needs of the organization. The bylaws are very specific and static and follow NACAC guidelines (as is required as an affiliate).

- The proposed changes to the bylaws were shared with all members on June 14th for the required comment period in advance of this AGM. Changes include an overall 'clean-up' of the entire document and updates such as the new name of the SPGP as well as and update two Vice President titles (Government Relations changed to Advocacy and Outreach and Vice President for Communications and Technology is now only 'Communications').
- A motion was put forth to approve the bylaws as updated. A friendly amendment was made by Marie Vivas to move the Ad Hoc Committee on Diversity to a Standing Committee of the organization. The change to the bylaws for this committee would be:
- *The Committee on Issues of Diversity shall review the membership, including at the committee and Executive Board levels; explore institutional structures, procedures, and practices and to identify paths to progress in these areas; consider avenues to leadership and involvement within the Association that promote principles of inclusion and diverse representation; and recommend pathways moving forward.*
- Seeing no objection from the floor and accepting this friendly amendment, the motion to approve the bylaws was opened for discussion:
- Question: With the change in Government Relations title, will that committee still have a presence at NACAC's Advocacy Day? Yes, this change is not a deletion of GR duties but rather an expansion and better reflection of the focus of that committee.

MOTION approved to accept the International ACAC Bylaws as updated and to reflect the friendly amendment.

VII. Executive Director Report - Theresa Schweser

- Financial Audit of 2017 Fiscal Year
 - All significant transactions have been recognized in the financial statements in the proper period. The financial statement disclosures are neutral, consistent, and clear. Report accepted by Executive Board July 8, 2018.
- EU GDPR Compliance
 - Developed Privacy Policy and Terms of Use – on Website
 - Members 'opt in' to data collection by virtue of joining/renewing (EU GDPR allows this for membership association)
- Other new and noteworthy initiatives over the past year include the launch of the Monthly Bulletin for Members and the myriad 25th Birthday Celebrations (highlights found on the website) held by members around the globe.

VIII. Report from NACAC - Stefanie Niles, President-Elect

- Recognized Johanna Fishbein as outgoing president of International ACAC, and presented a plaque from NACAC.
- International ACAC members who serve on NACAC committees were also recognized.
- NACAC works in collaboration with International ACAC to support the development of college counseling programs around the world, to provide education and training opportunities focused on core competencies, to facilitate professional networks, and to promote ethical practices. For example, NACAC and International ACAC will be presenting a session at the CIS Global Forum in November on global ethics.
- NACAC continues to advocate on behalf of its members for policies that support international student mobility. NACAC collaborates with other prominent higher education and international education associations, such as the American Council on Education and NAFSA, to conduct research and educate

policy makers about the benefits of international students in our communities and to speak out against issues, such as extreme vetting, that make America a less desirable study location. NACAC, as advised by the International Initiatives Committee and in coordination with International ACAC, also continues to engage with the testing organizations around issues of test administration and security, specifically as it relates to international applicants' access to US higher education and equity in the process.

- Since February 2018, NACAC has [periodically released papers and member perspectives](#) related to the association's code of ethics and requirements for institutions that work with commission-based agents. The most recent paper, released on June 28, provides guidance around transparency and specifically listing agent partners. NACAC maintains a healthy concern over the potential effects of commission-based recruitment and is committed to advancing best practices.
- In September, NACAC will release its third-edition of the [Guide to International University Admission](#). Working with government representatives in the featured countries, as well as institutional representatives within those countries, NACAC's guidance provides basic admission "how-to's" and advice on 13 countries. This guide is intended to help expand undergraduate options for students for whom pursuing a degree outside of the US may be the best fit.
- For the second year, NACAC is [offering a preconference workshop](#) at the National Conference targeted at US high school and independent counselors and admission professionals who are new to working with international students.
- Members were encouraged to register for the 74th annual NACAC national conference, September 27-29. This year, it's in Salt Lake City, Utah.

IX. Vice President Reports

Admissions Practices - John Wilkerson

Summary of recent accomplishments:

- Consideration and closure of 9 complaints
- Collaboration with NACAC of 2 complaints
- Dissemination of new SPGP: CEPP to membership

Trends:

- Complex relationships
- Questions of transparency/disclosure; Is this...? Should they...? Can we...?

Communications - David Bernay

Summary of recent accomplishments include the 25th Anniversary branding, training three new Webinar Wednesday moderators, launched successful workplace survey with 550 respondents (results to be released by September), engaged a graphic designer, and created new Newsletter template design.

Activities in progress and upcoming events/discussions include:

- Webinar Wednesday Support and Moderating
- Facebook Group/WeChat membership and content management. Social Media via Twitter and Instagram
- Create and design quarterly email newsletter to membership
- Website Resources Development
- Press Release support for Regional Institutes and Summer Conference
- Website and Social Media Data Analytics

Finance - Cathy Curtis

- Sponsors of the 2018 Conference were highlighted (Gold, Silver, Bronze and Contributors)
- Noted that next year's conference will enact a change in sponsor policy, moving away from long-time sponsors of a particular event to opening the opportunity to all interested members.
- Reviewed financial statement as of 12/31/17, noting a net revenue of \$318,794.

Advocacy & Outreach (formerly Government Relations) - Lucien Giordano

Summary of recent accomplishments includes:

- 2018 Advocacy Day, successful institutes (EARI, MENA '17; LARI '18) providing \$13,000 in Grants, nearly 500 attendees, and over 600 students attended fairs.
- Regional Representatives assigned

Activities in progress and upcoming events/discussions: Ad-Hoc Committee on Testing, Advocacy Day 2019, regional network working groups, regional institutes

Inclusion, Access and Success - Joe Tavares

Summary of recent accomplishments includes:

- Selected 12 fantastic scholars to join us for 2018 International ACAC Conference (10 attending).
- Increased support for scholar program alumni community.
- Increased diversity of IAS committee to include scholar program alumni.
- 2018 Scholar Cohort has impacts 13,941 students.

Membership - Michelle Chow-Liu

- Provided a snapshot of current International ACAC membership which totals 3,008 members and growing.
- Universities members total 1,232, high school 1,238, individual 261, retired 19, organizations 258 (for-profit 166, non-profit 50, community-based 42).
- Four top regions for members are (in descending order): United States & Canada, East Asia, Europe, Southeast Asia

Professional Development - Julie Chapman

PD Event Statistics from 2017-18 were shared and include:

- Pre-Conference Institute 2018: 86 HS stream, 62 Admission stream, 34 Faculty
- Pre-Conference Leadership Workshop 2018: 20 H.S/Independent and 15 Admission members
- Bus Tour 2018: 7 Universities being visited (all in Louisiana), 15 Registrants
- Webinars: 9 webinars, 40 panelists, 778 attendees
- Webinars Largest attendance: *Negotiation and Navigating in a Post-Naviance World*
- Professional Development Ideas in Development include providing additional professional development opportunities year round and considering ways to support Regional Institutes

X. New Business

Marie Vivas requested information to the membership at the September AGM regarding the role of the Executive Director in supporting the organization.

Marjorie Smith asked the leadership to comment on what NACAC and International ACAC are doing to admonish UT Tyler regarding the situation with students from Nepal. Vice President for Admissions Practice John Wilkerson outlined the complaint review process and timeline, noting that this falls under the purview of NACAC and Texas ACAC AP Committees. Confidentiality prohibits any public statement on our part, in accordance with the SPGP: CEPP.

XI. Adjournment

Motion: The membership voted unanimously to adjourn July 2018 International ACAC General Membership Meeting at 4:16pm.

Respectfully submitted,
Theresa Carroll Schweser
International ACAC Executive Director
September 2018