



**International ACAC Executive Board Meeting  
Wednesday, February 26, 2025**

**MINUTES APPROVED**

1. **Meeting called to order by President Wilson Lee at 9:03 AM ET.**
2. Absent from meeting: Marsha Oshima, Ruby Bhattacharya. All other Executive Board members were present, constituting a quorum.
3. **Motion:** To approve the [January 22 Board Meeting Minutes](#). **Motion Passed.**
4. **Motion:** by Past President Michelle Chow-Liu. **Motion Passed.**
  - a. **Motion:** to propose that when rolling off their position, Vice Presidents will be encouraged to volunteer for one additional year as an ex officio committee member to facilitate the transition to the incumbent Vice President.
5. **Motion:** by President-Elect Liam McCartney. **Motion Passed.**
  - a. **Motion:** to update the language of our Policies and Procedures to clarify conference attendance policies based on member type and institution.
  - b. The language will be updated to be less wordy, more direct, and more clear.
6. **Motion:** by Vice President for Inclusion, Access, and Success Joyce Agyare. **Motion Passed.**
  - a. **Motion:** to create a Virtual Scholar Program.
  - b. Currently, those who apply and are not selected for the Scholar Program are essentially dropped. The Virtual Scholar Program would engage these people, encourage their membership in International ACAC, and facilitate them to apply for the Scholar Program again in the future.
  - c. The Virtual Scholar Program would not provide the same benefits as the Scholar Program, such as complimentary membership. It would be a means of communication and engagement.
  - d. The Virtual Scholar Program will work in collaboration with the Mentor Year Program and Professional Development Committee.
7. **Discussion** about Ethics and Conduct by President Wilson Lee and Representative Megan Mankerian-Stem.
  - a. The Board will maintain internal documentation of all discussions pertaining to Ethics and Conduct.
  - b. A professional Code of Conduct has been created. This will be added to future conference registration forms and formalized in the Policies and Procedures.
8. **Discussion** about Social Media Policy by Vice President for Communication Lukas Devlin.
  - a. Within the last year, there has been an increase in posts within our closed Facebook group being flagged or removed. If this continues, the group is at risk of being shut down.
  - b. The current social media policy states the Communications Committee reserves the right to remove people from the Facebook group. Committee members are hesitant to do so due to the social and professional connections they have with members of the group.
  - c. Suggestions to update these policies:
    - Remove the social media complaint form. It has not been used in multiple years.

- Repercussions for violations within the Facebook group be more clearly defined.
- 9. Updates from the Leadership Summit
  - a. Gathering with members was successful.
  - b. The Leadership Team discussed the current Policies & Procedures, Code of Conduct, and Core Values.
- 10. Guiding Principles for Public Statements
  - a. The Admissions Practices Committee has drafted guiding principles for public statements. This is open for internal discussion, after which it will be shared on the International ACAC website.
- 11. Event Update: Annual Conference
  - a. Session Proposals are under review.
  - b. HQ and Liam will be in Boston in March for the second site visit.
- 12. Event Update: Regional Institutes
  - a. Announcing the next two, taking place within the second half of 2025, very soon.
- 13. HQ Updates
  - a. Merch store to become available soon.
- 14. **President Wilson Lee adjourned the meeting at 10:41 AM ET.**
- 15. **Meeting called to order by President Wilson Lee at 10:49 AM ET.**
  - a. Absent: Current Board members running for another term.
- 16. Discussion about the GNC slate.
- 17. Motion to accept the GNC slate. ***Motion Approved.***
  - a. Michelle will reach out to each to confirm their desire to be on the slate before this becomes public to membership.
- 18. **President Wilson Lee adjourned the meeting at 10:53 AM ET.**

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*Respectfully submitted,  
Jessica Bishop  
Program Manager  
February 27, 2025*