



MEMBERSHIP MEETING MINUTES
Virtual
October 6, 2021

Approved Minutes

I. Meeting was called to order by President Natalie Bitton at 10:04 a.m.

II. President’s Report – Natalie Bitton

- Throughout the meeting, voting on the approval of the July 2021 AGM Meeting will be ongoing.
Motion passed with 302 yes votes (quorum received at 292).
 - (electronic vote sent to all members external to the membership meeting)
- Strategic Planning is ongoing.
 - We have learned a lot from our work last year on DEI and organizational structures and from our members.
 - MEMBER SURVEY COMPLETED
 - 733 responses; 22% of members responding
 - FOCUS GROUP & INTERVIEWS (75 minutes each)
 - November 1 through 12
 - Survey results will inform Focus Group composition
 - Invites to members coming later this month
 - FACILITATED STRATEGY SESSIONS (3-4 hours each)
 - November 29 to December 10
 - Engages Strategic Planning Steering Committee & Executive Board
- Forward Together Initiative
 - The plan and timeline were laid out in March.

III. Membership Dues Update Presentation - Michelle Chow-Liu

- **MOTION:**
 - *To support the continued growth and work of the association, the Membership Committee proposes increasing 2022 membership dues across all membership categories (see chart).*

Membership Categories	2021 Current Dues	2022 Proposed Dues
Post-Secondary (Colleges/Universities) Primary Member	\$125	\$138
Post-Secondary (Colleges/Universities) Additional Member	\$50	\$55

Secondary (High Schools) Primary/Additional Member	\$50	\$55
Individual (IEC, Small Organization Graduate Student)	\$50	\$55
For-Profit Organization Primary Member	\$325	\$358
For-Profit Organization Additional Member	\$75	\$83
Non-Profit Organization Primary Member	\$225	\$248
Non-Profit Organization Additional Member	\$75	\$83
Community Based Organization Primary/Additional Member	\$50	\$55
Retired Professional	\$10	\$11

- VOTING to commence on Oct 20, 2021
 - Voting ends on Oct 26, 2021 11:59PM ET
- WEB PAGE with FAQ here:
 - <https://intlacac.memberclicks.net/member-dues-motion-and-faq>
- RATIONALE:
 - The increase is being proposed to support the work of the association and continue the programs and services that our members have told us make a positive impact on their work.
 - To date, these include Opportunity Grants, Conference Bursaries, Regional Institute Travel Grants, and Member Dues Waivers. All of these programs are supported by the revenue realized each year by the organization.

IV. Vice President Reports

Admissions/Enrollment Practices - Ruby Bhattacharya

Three Pillars of Admission Practices

- All affiliate AP committees have moved toward these pillars and away from enforcement of the Guide to Ethical Practice.

- **Education**
 - Webinar Wednesday, December 2020 (recording available on the website)
 - Conference ethics sessions: South & Central Asia Regional Roundup & ACCIS, International ACAC Conference 2021
 - Membership Audits in partnership with Membership Committee: Will be doing this work around current members, in addition to new members
- **Advocacy**
 - Meetings with NACAC and AP Affiliate Chairs
- **Communication**
 - Creation of International ACAC Website for Admissions Practices Resources
 - NACAC's Guide to Ethical Practice in College Admission
 - Guide has been translated into Chinese and Spanish, courtesy of Duolingo.
 - NACAC will be using these translated guides as well.

Advocacy & Outreach – Tricia McKinney-Bergantino

Year in Review

- Engaged all 7 Regions of International ACAC with the Regional Round Ups
- Advocacy Resources Added and Updated
- Virtual Advocacy Day with NACAC
 - Unsure of Advocacy Day plans for 2022 (virtual vs. in-person)
- Advocacy Statement for Myanmar with NACAC

Current Projects

- A&O committee to develop emergency response protocols with Communications Committee
 - Working with NACAC to develop Emergency Response Protocols as well.
- Planning more Regional Round Ups for the Winter of 2021 and Spring 2022
- Call for Our membership on the continual need to be document flexible from NACAC and Education USA. Statement to be released soon!
- Ad Hoc Committee on Financial Aid Forms
 - Striving to have forms in place for the current application cycle.

Communications – Alyson Murray

- Communications inventory and audit
 - To increase efficiency, reduce redundancy and identify new channels to enhance productivity.
 - Annual communications calendar.
- Brand formalization
 - Strengthen International ACAC's visual identity and brand to enhance awareness and support reputation building.
 - Create additional brand assets.
- Communications planning and execution to support key initiatives and organizational activities

Diversity, Equity, and Inclusion - Isthier Chaudhury

- Recognizing the DEI Committee for their work leading up to this point - establishing a standing committee and Vice-President position on the Executive Board.
- Beginning with the committee take a leading role in helping to ensure the inclusion and empowerment of all diverse voices in the organization.
- Expand scope and shift the conversation away from being American- or Western-Centric.
- Building a working understanding of DEI that extends beyond constructs of race and gender and includes regional diversity, cultural div, institution types, educational systems--all the differences by virtue of our identity as an international organization.
- Defining the work we do

- Updating International ACAC Statement on Diversity
- Establish consistent DEI terminology for the organization, creating a shared vocabulary for learning conversations that are productive and debates that can be educational and build connection.
- “Representation” - how is this defined and measured?
- Would like to set a baseline to measure progress, failure if need be, and to recalibrate as needed throughout the year.
- Share your voice and thoughts: vp_dei@internationalacac.org
- DEI work isn't just undertaken by a committee or a select group of people. A more inclusive community is built by members, and it's incumbent on our membership to help with this work.

Finance – Tracy How

- Revenue is just under budget.
- One CD matured, money deposited into our checking account
 - Currently have 970K in investments.
- Not expecting high additional revenue for the rest of the year.

Inclusion, Access & Success – Beatriz Gutierrez (Presented by Liam McCartney)

- Application/ Nominations for the Scholars **NOW LIVE**
 - New deadlines (2021): November 1 for nominations, and December 1 for applications.
- Scholars Mentor Program
 - Sub-committee is working on ways we can improve the SMP Experience
- Supporting our Scholars
 - Engaging them in the Alumni Group
- What is next?
 - **Nominate and Apply!**

Membership - Michelle Chow-Liu

- 2022 Renewals Launch in November 2021
 - Ensure your current membership profile is up to date to receive the invoice
 - Changes to your position please email membership@internationalacac.org
- New Individual and Organization applications for 2022
 - Periods when we will not review incoming applications - 3 weeks before summer conference registration deadline
 - Encourage interested individuals to apply EARLY for membership
- Secondary school members are still our largest group.
- Seeing more incomplete applications in the IEC Group.
- 3407 members, down 173 from last year at this time. We predict similar numbers to last year by the end of this calendar year.

Professional Development - Denise Nijhuis

- 2022 International ACAC Pre-Conference Institute will be Virtual
 - Wednesday, July 6 and Thursday, July 7, 2022
 - Two streams:
 - New professionals
 - Mid-career professionals
 - Keep an eye out for faculty applications.
- 2022 International ACAC Bus Tour
 - Post-Conference University Tour

- Keep an eye on the website and the conference updates for more information soon!
- NEW 2021-2022 Conference Watch Parties
 - Continued PD around past conference sessions
 - Monthly theme between November and June
 - Re-engage with sessions, read blog, engage in discussions on the Facebook group and join live reflection sessions
 - Access available for conference attendees. Non-attendees pay a one-time cost of \$200

V. Mentor Year Program – Malissa Takacs

- **Committee:**
 - Malissa Takacs, International School Basel
 - Wilson Lee, Singapore American School
 - Skyler Bentley Hall, Bentley Hall Educational Consulting
 - Dan Seneker, Bishop’s University
- 43 Mentor/Mentee Pairs
 - Mentors: Average of 12 years in the role
 - Mentees: Average of 2 years in the role
 - 9 Regions, 30 Countries, 81 Unique Institutions

VI. President-Elect Report – Kristoffer Toribio

- The 2022 conference will be in-person at the University of New Mexico in Albuquerque, July 12-15 with a hybrid component.
- Conference theme is “Out of Office,” encouraging members to take the time away from the office to engage with their colleagues either virtually or in-person and reconnect with the industry.
- Call for volunteers in November 2021.
- Registration opens in mid-March

VII. Adjournment - *Motion: To adjourn the October 2021 International ACAC Membership Meeting at 10:50 a.m.*

*Respectfully submitted,
Lisa A. Hollett
International ACAC Special Programs Coordinator
October 2021*