



**International ACAC General Membership Meeting  
Wednesday, July 16, 2025  
2025 International ACAC Annual Conference in Boston, Massachusetts, USA**

**MINUTES PENDING APPROVAL**

1. **Meeting called to order by President Wilson Lee at 1:34 PM.**
2. Establish quorum: The number of voting members in attendance exceeds the minimum required for a quorum. **Quorum established.**
3. **Motion:** Approve Meeting Minutes from last [General Membership meeting at the NACAC Annual Conference](#), September 26, 2024, from President Wilson Lee. **Motion Approved.**
4. **Welcome comments** from Wilson Lee, President
5. **NACAC Update** from visiting delegate from NACAC: Murphy Miller, Director of Membership Experience and Global Engagement.
  - a. International membership has grown and NACAC is continuing to host global fairs.
  - b. The 2025 NACAC Rising Star Program award will be awarded to the International ACAC Annual Conference Book Drive.
6. **Update** by Kristin Dreazen about Board Restructuring Bylaw Update, approved in March 2025
  - a. History and rationale for the board restructure
    - NACAC dismantled the system requiring affiliates to have Delegates.
  - b. Display of the old board structure compared to the new board structure and explanation of changes.
7. **Executive Board Report:** by Representative Andrew Palmer about the Regional Council
  - a. The Regional Council will be composed of a representative for 8 individual regions.
  - b. The position is now in the Policies and Procedures, as of the Board Meetings which happened a few days ago.
  - c. Applications for the inaugural round of this position will open on July 31.
    - Requirements include that you must live in the region.
8. **Executive Board Report:** by Representative Megan Mankerian-Stem
  - a. Member Conduct Reporting Form is now live on the website
  - b. This is the new process for handling issues with members, events, conduct, communication, and more.
9. **Vice President Report:** Ruby Bhattacharya, Vice President for Admissions Practices
  - a. Translations of the NACAC Guide to Ethical Admissions Counseling will be available in the future.
  - b. International Student Application for Financial Assistance (ISAFSA) - we continue to maintain these Financial Aid Forms for the public to use.
10. **Vice President Report:** Daniel Marschner, Vice President for Global Affairs
  - a. Four successful Regional Institutes over the 2024-25 academic year.
  - b. Announcement of East Asia, Southeast Asia, & Oceania Regional Institute Location: Dwight School Hanoi, Vietnam.
    - April 9-11, 2026
  - c. Gathering Grants will continue to be available in the second half of 2025.
11. **Vice President Report:** Luke Devlin, Vice President for Communications

- a. There is an update to our Social Media Policy
    - The update has been approved by the Board and will be shared via email and social media shortly.
  - b. The RCR (Regional Community Resource) is active.
    - This resource has expanded to include helpful information for both Secondary and Post-Secondary members.
  - c. The new website was launched last year, and it has been hugely successful in improving usability and increasing web traffic.
- 12. **Vice President Report:** Aileen Lee, Vice President for Diversity, Equity, and Inclusion
  - a. There are new subcommittees this year to focus on specific association goals.
- 13. **Executive Board Report:** Shilpa Gupta, Executive Vice President for Finance
  - a. Review of association budget.
  - b. Thank you to sponsors and exhibitors for the 2025 Annual Conference.
- 14. **Vice President Report:** Kim Tulloch Wynn, Vice President for Membership and Data, and Craig Brown, Vice President for Member Engagement
  - a. Membership numbers continue to grow.
  - b. Division of members by member type ([pie chart here](#))
    - Secondary = 48.2%
    - Post-Secondary = 33.2%
    - Individual = 8.9%
    - For-Profit Organization = 5.3%
    - Non-Profit Organization = 1.9%
    - Community Based Organization = 1.5%
    - Retired Professional = 1.0%
  - c. Division of members by region ([pie chart here](#))
    - Canada and the US = 39.2%
    - East Asia = 17.8%
    - Europe = 16.3%
    - Southeast Asia and Oceania = 7.6%
    - South and Central Asia = 5.5%
    - Middle East and North Africa = 4.5%
    - South America = 3.6%
    - Caribbean, South America, and Mexico = 2.2%
  - d. Membership Data Goals:
    - Membership data clean-up and creating systems to maintain these processes annually
    - Review of membership categories
    - Ongoing review of membership fees
  - e. Member Engagement Goals:
    - Grow membership in underrepresented regions
    - More engagement opportunities for new members
    - Improve conference experience and regional institute experiences
- 15. **Vice President Report:** Marsha Oshima, Vice President for Professional Development
  - a. Year In Review:
    - We hosted a record number of webinars this year.
    - Other programs continue to go strong, including the Counselor Bus Tour, Pre-Conference Institute, and Mentor Year Program.
- 16. **Vice President Report:** Joyce Agyare, Vice President for Support, Access, and Success
  - a. The Scholar Program is continuing to bring members from around the world to the annual conference.
  - b. The 2026 scholar cohort has already been selected from those who experienced visa issues in 2025.

- We can now operate the program a year in advance, offering that cohort mentorship for a year ahead of their conference attendance.
  - This also increases the likelihood of securing visas, which is historically the most common reason for Scholars to be unable to attend.
17. **Immediate Past President Report:** Michelle Chow-Liu
- a. There will be two election cycles this upcoming year.
    - Election for the Regional Representatives within the Regional Council
      - 1. 8 positions will be available, according to the new regions.
      - 2. Applications will be open from July 31 to August 14.
    - Election for the Executive Board
      - 1. 4 positions will be available from 2026-2029.
18. **President-Elect Report:** Liam McCartney
- a. The recent board retreat (this past weekend) was productive and successful. Some outcomes include:
    - Subcommittee positions were established
    - Discussion and votes for regional institute locations
19. **President's Report:** Wilson Lee
- a. Preparation for the 2026 Conference at University of Pittsburgh and Carnegie Mellon
20. Thank you to the board members rolling off, and welcome to our incoming board members.
21. Any Other Business
22. **Motion** to adjourn the meeting by Kristoffer Toribio. **Motion Passed.**
23. **President Wilson Lee adjourned the meeting at 2:40 PM.**

## **MINUTES PENDING APPROVAL**

*Respectfully submitted,  
Jessica Bishop  
Program Manager  
July 24, 2025*