

Minutes Approved

1. Quorum was established by Alana Green, representative from the International ACAC Membership Committee.
2. **Meeting called to order by President Kristoffer Toribio at 6:04 PM CDT.**
3. **President's Report - Kristoffer Toribio**
 - a. **Motion:** to approve [the minutes from the General Membership Meeting on July 14, 2022](#).
Motion passed at 6:06 PM CDT.
 - b. Congratulations to the Mentor Year Program, recipients of the 2022 NACAC Rising Star Award!
 - c. Thank you to Patricia McKinney-Bergantino for serving as the Vice President for Advocacy & Outreach. Tricia has accepted a new role, and has thus resigned from the International ACAC Executive Board.
 - d. Dr. Daniel Marschner has been appointed to take over the position of Vice President for Advocacy & Outreach. His term will expire in June 2023.
 - e. Conference 2022
 - i. Thank you to the city of Albuquerque, the University of New Mexico, Central New Mexico Community College, our sponsors, ConnectED for providing the virtual platform, and all the member volunteers and presenters.
 - ii. Attendance:
 1. 1,105 in-person
 - a. 638 Post-Secondary Members
 - b. 341 Secondary & Individual Members
 - c. 126 Organizational Members
 2. 359 Virtual Attendees
 3. A third of 2022 Conference attendees were first-timers.
 - iii. Relive the 2022 Conference through the International ACAC Instagram account @IntIACAC.
 - f. 1st Quarter Report
 - i. 2024 Conference RFPs: Deadline extended to November 15.
 - ii. Regional Institutes will resume in-person in 2023.
 - iii. Strategic Planning Implementation Priorities - Globally-Minded Recommendations
 1. Develop innovative and inclusion programming
 2. Revamp the volunteer process
 3. Redesign the website
 4. Reimagine events

- iv. The Executive Director position will be open for applications in the coming months.
- v. Thank you to Natalie Bitton for service as the International ACAC President, and for guidance as the International ACAC Past-President.

4. Past-President's Report - Natalie Bitton

- a. Governance & Nominating Committee
 - i. Who is the GNC?
 - 1. Made up of appointed members who support the various roles of the committee.
 - ii. The Role of the GNC
 - 1. Reviews our bylaws, policies, and procedures.
 - 2. Supports our Elections process.
 - 3. Reviews Annual Award nominees and applications.
- b. Elections 2022-2023
 - i. Three main responsibilities during the Elections process:
 - 1. Educate members about the election process,
 - 2. Help to identify and encourage members to apply for Board positions,
 - 3. Review applications to ensure submissions meet eligibility requirements
 - ii. Three to five elected positions (depending on the future of NACAC Delegate position):
 - 1. President-Elect,
 - 2. Vice President for Inclusion, Access & Success,
 - 3. Vice President for Membership,
 - 4. Delegates (two)

5. Vice President for Professional Development - Marsha Oshima

- a. Coming this year:
 - i. Webinars - spread throughout the year
 - ii. Professional development activities that coincide with the Mentor Year Program
 - iii. Pre-Conference Institute, July 10-11
 - 1. New & Mid-Career Tracks
 - 2. In-Person
 - 3. Possible self-guided online option
 - iv. Bus Tour - visiting universities in Florida, July 14-20
- b. Get Involved
 - i. Attend the Bus Tour, Pre-Conference Institute, webinars.
 - ii. Submit webinar topics and volunteer to be a panelist.
 - iii. Pre-Conference Institute Faculty - watch for the application soon!
 - iv. Consider applying to be a member of the Professional Development Committee in 2023.

6. Vice President for Membership - Kate McKeen

- a. Total Membership Comparison: 2020-2022

Membership Year	Total New Members & Renewals
2020 (Year-end)	3489
2021 (Year-end)	3527
2022 (9/13/22)	3623

- i.
 - ii. Membership with International ACAC continues to be strong with continued overall growth through the pandemic. We have experienced year over year growth, and we have exceeded 2021 membership numbers by mid-September 2022.
- b. New Membership by Category: 2022-2022

New Membership by Category: 2020-2022

Membership Category	2020	% of m-ship	2021	% of m-ship	2022 *	% of m-ship
Post-Secondary	354	44%	245	37%	302	42%
Secondary	341	43%	333	50%	318	44%
Community Based Organization	0	0%	0	0%	0	0%
For-Profit Organization	47	6%	34	5%	49	7%
Non-Profit Organization	10	1%	14	2%	15	2%
Individual	35	4%	32	5%	30	4%
Retired Professional	1	0%	4	1%	0	0%

*Data for 2022 is only for January 1-September 1



- i.
 - ii. While the largest percentage of our membership is still categorized as secondary and post-secondary members, we have also seen a small amount of growth in for-profit and non-profit organizations. We saw a small dip in new membership in 2021, likely due to the pandemic, but our 2022 projections (based on data through September) show overall new membership rebounding.
- c. New Membership by Region: 2020-2022

New Membership by Region: 2020-2022

Region	2020	% of m-ship	2021	% of m-ship	2022 *	% of m-ship
Africa, Sub-Saharan	18	2%	19	3%	27	4%
Canada & U.S.	339	42%	234	35%	312	44%
Caribbean, Central America & Mexico	11	1%	10	1%	14	2%
East Asia	159	20%	140	21%	101	14%
Europe	153	19%	129	19%	112	16%
Middle East & North Africa	32	4%	23	3%	19	3%
South & Central Asia	24	3%	48	7%	66	8%
South America	20	3%	19	3%	31	4%
Southeast Asia & Oceania	42	5%	46	7%	45	6%

*Data for 2022 is only for January 1-September 1



- i.
 - ii. We continue to have stable and strong numbers within North America; however, we are also seeing growth in other regions too such as Sub-Saharan Africa, South and Central Asia, and South America.
- d. Policy & Procedure Updates

OLD Policy: Only Institutional members can act as a referee for NEW Individual & Organization applicants

NEW Policy: ALL members can act as a referee for NEW Individual & Organization applicants

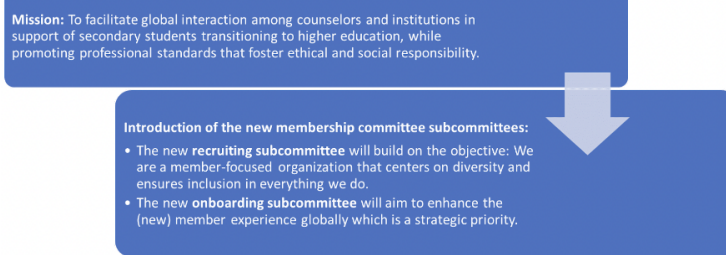
Old Policy: A non-profit organization must demonstrate at least 3 years of operations.

Amended: A non-profit organization *should* demonstrate at least 3 years of operations. At the discretion of the VP for Membership, a non-profit organization may be recommended for membership with mentor support where evidence or length of operations is insufficient and the purpose of the organization is to support an underserved community.

- i.
- ii. There are two policy and procedure updates that you should be aware of that were

recently implemented (see above). These updates can also be found on our website.

- e. Expanding committee work with a focus on an alignment to the International ACAC mission, objectives, and strategic priorities.



- i.
 - ii. The Membership Committee has grown this year, and we have added two, new sub-committees that will allow us to continue to align our goals with the International ACAC mission, objectives, and strategic priorities.
- f. Friendly reminder that membership renewals and membership dues waivers will open in mid-October. You can find more about this on our website.

7. Vice President for Inclusion, Access & Success - Michelle Trimpe

- a. Committee Focus
 - i. Since 2014, the International ACAC Scholar Program has supported 75+ scholars from over 50 different countries with the capacity to reach over 30,000 students.
 - ii. Scholars are high impact counselors who are working in under-resourced communities; recipients are funded to attend the Annual International ACAC Pre-Conference Institute and Conference either virtually or in-person.
 - iii. Scholars who attend the conference in-person additionally participate in a higher education counselor bus tour following the conference.
- b. Bus Tours
 - i. If you run a bus tour and would be interested in hosting scholars in July 2023, please contact vp_ias@internationalacac.org.
- c. Nomination & Application Process
 - i. The nomination and application process for the 2022-2023 Scholar Cohort is now open.
 - ii. We encourage and rely on International ACAC members to identify and nominate counseling colleagues who are high impact counselors working in schools (or with student populations) that do not have professional development funding to attend such an event.
 - iii. Nominations are open until November 1, 2022.
 - iv. Applications for the 2023 program should be submitted by December 1, 2022.

8. Vice President for Finance - Shilpa Gupta

- a. Assets

	BUDGET 2023	August 2022
ASSETS		
Checking & Savings		1,375,663
Investment Funds		824,274
Fixed assets		688
Total Current Assets		2,200,625
REVENUE		
Membership Dues	280,000.00	273,789
Conference Revenue	790,500.00	856,944
Dividend/Interest Revenue	20,000	1,699
Unrealized loss/gain	30,000	-148,490
Misc Revenue	0	3,790
Global Fund Revenue	11,750	11,106
Regional Institute revenue	60,000	0
Total Revenue	1,192,250.00	998,838

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b. Expenses, Gross Profit & Net Income

EXPENSES		
Global Fund - Scholar fund, bus tour, MYP, bursaries	85,150.00	34,414.00
Regional Institute	65,000.00	0
Strategic Planning	0	18,167.00
Annual Conference Expenses	470,000	204,110
Total Program Expenses	620,150.00	256,691.00
GROSS PROFIT	572,100.00	742,147.00
Total General & Admin Expenses	519,969.00	256,604.00
NET INCOME	52,131.00	485,543.00
EOY ASSETS - 2,252,756.00		

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9. Vice President for Diversity, Equity & Inclusion - Isthier Chaudhury

a. Revised Statement on Diversity (from last year)

- i. *International ACAC values diversity, equity, and inclusion. Informed by our mission statement and guiding principles, we support and enhance professionals who are ethically advising students as they move from secondary schooling to higher education, post-secondary experiences, and other pathways. Our members confront multiple facets of diversity-related challenges in their respective regions. International ACAC strives to provide the necessary resources and support to overcome these obstacles. Given that our global membership, staff, and community partnerships are dynamic and evolving, continual work and learning are required to further diversity, equity, and inclusion.*

b. Coming this year:

- i. Centering the action on our 2022-2024 Strategic Plan
1. "Update bylaws, policies, and materials to ensure that we are governing in an inclusive way."
- ii. Beginning with review of our voting privileges defined in the bylaws:
1. Who is allowed or not allowed to vote in our organization?
 2. Looking for member input and perspective - open forums to discuss potential changes.

10. Vice President for Communications - Alyson Murray

a. Coming this year:

- i. Supporting communications-related aspects of the Strategic Plan, with emphasis on:

1. Providing updates on the progress of the Strategic Plan,
 2. Website,
 3. Revising the communications strategy.
- ii. Collaborate with the Advocacy & Outreach Committee to develop an organizational impact statement and advocacy guidelines.
 - iii. Amplify the activities of other committees to ensure members are informed and engaged.
- b. Connecting our Community - By the Numbers

Platform	Size
Facebook (members-only group)	2,462 members
Instagram	1,638 followers
WeChat (2 groups)	1,000 members
Twitter	2,226 followers

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11. Vice President for Admissions Practices - Ruby Bhattacharya

- a. NACAC's *Guide to Ethical Practice in College Admission*
 - i. Three Pillars of Admissions Practices: Education, Advocacy, & Communication:
 1. We are all duty-bound to communicate with each other and to help educate one another in our advocacy for the best interest of students and families.
- b. Upcoming - NACAC's *Guide to Ethical Practice in College Admission* Translations
 - i. International ACAC's website will host an Admissions Practice webpage, including translated versions of *The Guide*.
 - ii. Translations currently offered in Spanish and Chinese with more languages to come in the future - thank you, Duolingo!

12. President-Elect's Report - Michelle Chow-Liu

- a. 2023 Conference at Florida International University



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13. Other Business

- a. Ruby Bhattacharya reminded members that the updated Financial Aid Forms information is on the International ACAC website.
- b. Marie Vivas congratulated everyone who is growing and changing this organization for the better - Board, committees, and members.

14. Adjournment: Motion to adjourn the meeting at 6:41 PM CDT.

Respectfully submitted,
 Margaret Andrade
 International ACAC Assistant Director
 October 27, 2022