

I. Meeting was called to order by President Becky Konowicz at 4:47pm.

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

III. Approval of Minutes from July 2019 Membership Meeting during the International ACAC Conference in London, Ontario. ***Motion passed.***

IV. President Report - Becky Konowicz

- The Executive Board met for two days prior to the start of the NACAC Conference. Among the many topics discussed, three are of particular note to members:
 - Global Fund fundraising
 - Conference evaluation review
 - Committee updates
- Committee Applications:
 - Open December 2
 - Close January 15
 - Decisions first week of March
- Additionally, there was significant time dedicated to review of the Diversity Initiative, including reflection on the July 2019 Diversity Training, as well as a discussion on survey results.

V. NACAC Report - Fiona Rees, NACAC Board of Directors

- Removal of three provisions from the Code of Ethics and Professional Practice (CEPP): offering exclusive incentives for Early Decision, recruiting first-year undergraduates who have committed elsewhere, and recruiting transfer students. To be voted on at the Assembly and AMM.
- NACAC will soon launch the search for a new CEO.
- Outlined the four ways attendees can donate to the Imagine Fund during the conference.
- New NACAC membership model: institutional membership will include all staff, and also offers increased membership options for individuals. To be voted on at the Assembly and AMM.

VI. NACAC Task Force on Standardized Admission Testing Update - David Hawkins

- Over the past two years, NACAC has issued several statements regarding the testing industry. A 2018 NACAC Assembly motion directed NACAC to investigate:
 - Access to testing for US citizens residing outside the US and international students;
 - Alternatives for assessment for US citizens residing outside of the US and international students when test dates/centers are cancelled;
 - Customer service/communication with students, universities, and high schools;
 - Barriers for students with accommodations (US citizens residing outside the US and international students); and,
 - Access to fee waivers for US citizens and international students residing outside the US.
- Reviewed the proposed timeline, which started in May 2019 and is set to conclude with a report shared to NACAC membership in Spring 2020.
- The Task Force Members can be found on the [NACAC website](#).
- Framework: Systemic Challenges:
 - Global student mobility, public diplomacy and testing across international borders;
 - Test score integrity;
 - Accountability to core stakeholders;
 - Reliability of admission test scores and procedures;
 - Equity and access.
- Task Force “Wills” & “Won’ts”:
 - The task force will:

- Take a holistic, collective, comprehensive look at standardized testing globally;
 - Take multiple perspectives into account;
 - Engage with the testing organizations as appropriate.
- The task force won't:
 - Focus on one-off, special circumstances;
 - Make specific recommendations for how stakeholders should respond.

VII. Vice President Reports

Admissions/Enrollment Practices - Ruby Bhattacharya

- Main objectives for the committee:
 - Increase awareness of NACAC's: CEPP guidelines and protocols among association members;
 - Provide guidance to association members in support of ethical practices agreed upon by NACAC and outlined in the CEPP;
 - Providing international perspective and promoting the needs of the international community to the national association and regional affiliates;
 - Liaise with NACAC's National AP Committee and other affiliates in determining appropriate courses of actions in adjudicating CEPP complaints.
- Subcommittee/cross-committee collaboration includes:
 - AP Communications/Website Team: Create a more robust AP committee webpage containing resources to further educate members about CEPP.
 - AP Professional Development Team: Liaise with other professional networks to increase exposure to and understanding of CEPP.
 - AP Access and Regional Outreach Team: Better educate our members on a more local level of what CEPP compliance looks like.
 - AP Membership Team: Liaise with the Membership committee to ensure members remain compliant after they are approved for membership.

Advocacy & Outreach - Lucien Giordano

- Advocacy:
 - Advocacy in the U.S.:
 - Please come to D.C. on 8-9 March; register with NACAC
 - Advocacy outside the U.S.:
 - Committee has decided to target by opportunity; examples: UK – British Council – UUKi – BUILA
 - Issue-based advocacy:
 - Thank you to the Ad-Hoc Committee on Testing that has led to NACAC establishing a commission to review standardized testing, with reps from our affiliate.
- Institutes & Fairs – get involved!
 - South Asia 2018 – 135 attendees in Jaipur, India
 - Europe 2019 – 143 attendees in Sofia, Bulgaria
 - Sub-Saharan Africa – October 11-13, 2019 in Johannesburg
 - East Asia and Pacific – May 1-3, 2020 in Hong Kong
 - Possible post-Institute International ACAC College Fair in Kunming, China
 - Will offer free public information sessions in Chinese and English to students, parents, educators.
- Institute Grants impacted over 50 professionals in the two-year cycle:
 - South Asia – \$11,300 USD spent
 - Europe – \$9,700 USD spent
 - Sub-Saharan – \$20,000 USD plus committed
 - East Asia – at least \$15,000 USD minimum available

Committee on Issues of Diversity - Dean Mendes

- Ongoing diversity and inclusion training.
- Partnership with the Council of International Schools (CIS).
- 250 members completed training in July.
- Upcoming web-based training in October/November & April/May; raining is mandatory for all committee members.
- Member demographic data analysis.

Communications - David Bernay

- New committee structure, with specific members supporting on social media, newsletters, and webinar coordination.
- Recent accomplishments include a revised newsletter template, an International ACAC LinkedIn page, and a Communications Calendar.
- Pending projects include website organization, a reworked summer programs list, and new blog posts.

Finance - Tracy How

- Fiscal Year 2020 Annual Budget Proposal
 - Revenues Projection
 - 2019 Budget: \$1,233,800 USD
 - 2020 Budget: \$1,161,550 USD
 - Expenses Projection
 - 2019 Budget: \$1,305,500 USD
 - 2020 Budget: \$1,365,859 USD
 - Revenues and Expenses Comparison
 - **Motion to approve FY 2020 Budget at 5:30pm. Motion passed.**

Inclusion, Access & Success - Joe Tavares

- Recognized the 2019 Scholar Cohort, and highlighted the events and sessions they were a part of at the 2019 Conference.
- Encouraged nominations for the 2020 Scholar Program, and referenced the qr code for the nomination form on the back of the "Save the Dates" card.

Membership - Michelle Chow-Liu

- Provided a snapshot of current International ACAC membership, which totals 3,495 members and growing.
 - High school members are now the largest group with 1,486 members. University members total 1,418, individuals are 286, retired are still 17, and organizations are 288 (for-profit 183, non-profit 50, community-based 55).
 - Four top regions for members are (in descending order) Canada & U.S., East Asia, Europe, and Southeast Asia & Oceania.
- The committee will begin researching for-profit universities located outside the U.S.
 - Team has identified the following key regions (Europe, East Asia, and Southeast Asia & Oceania) to begin the research, based on membership data and potential prospective university members.

Professional Development - Denise Nijhuis

- The committee is still collecting feedback on webinars, the Pre-Conference Institute and other items to tailor professional development to different member groups.
- They are working on a more concrete schedule for webinars, as well as diversifying webinar topics and panelists, and brainstorming with other committees on potential professional development opportunities.
- There are currently 10-11 universities scheduled to take part in the 2020 Counselor Bus Tour, with locations in Colorado and New Mexico.

VIII. Opportunity Grants Report - Wilson Lee

- Approximately \$24,000 USD awarded to 10 members supporting:
 - Professional development workshops for counselors in Cameroon, Ecuador, and Japan;
 - Programs bringing higher educational information to students and educators in Burundi, Rwanda, Uganda, six regions of Benin, and five regions of Togo;
 - Buses transporting students from under resourced schools to university fairs in Mongolia and Taiwan;
 - A Kindle program bringing educational and college prep resources to rural areas of Zimbabwe, allowing students without a power source to continue studying.
 - Additionally, seven Membership Fee Waivers approved.
- Informed members that the next round would open in October 2019.

IX. Past-President Report - Aaron Andersen

- Elections 2020
 - Available positions:
 - President-Elect, Delegate to the NACAC Assembly (x2), VP for Advocacy & Outreach, VP for Inclusion, Access & Success, VP for Membership
 - Displayed the 2020 Executive Board Election schedule, with nominations opening on December 2, 2019.
- Announced Florida International University as the 2021 Conference host.

X. President-Elect Report - Kathleen Schultz

- 2020 Conference, July 14th-17th, at the University of New Mexico in Albuquerque.
- Highlighted all that the conference would offer - 1400 attendees, professional sessions, Chatter That Matters, Conference Chats, College/Counselor Fairs, Dodgeball, Bingo/Trivia (maybe even involving aliens!), and great New Mexican hospitality.
- The conference website also officially went live at <https://intlacac.unm.edu/>.

XI. Adjournment - *Motion: The membership voted unanimously to adjourn the September 2019 International ACAC General Membership Meeting at 5:55pm.*

Respectfully submitted,
Margaret Andrade
International ACAC Assistant Director
March 2020