



**International ACAC General Membership Meeting
Thursday, September 21, 2023
2023 NACAC Conference in Baltimore, Maryland, USA**

DRAFT MINUTES

1. **Meeting called to order by President Michelle Chow-Liu at 6:06 PM ET.**
2. Establish quorum: Voting members in attendance exceed the minimum needed for quorum.
Quorum established.
3. **Motion:** Approve [Meeting Minutes from last General Membership meeting](#) at International ACAC Conference July 12, 2023, from President Michelle Chow-Liu. ***Motion Approved.***
4. Presentation of 2023 NACAC Rising Star Award to James Akaba.
5. **Vice President Report:** Ruby Bhattacharya, Vice President for Admissions Practices
 - a. NACAC Guide to Ethical Practice in College Admission: there is a new reformatted version.
 - b. Admissions Practices website is being developed.
 - c. Financial Aid Forms have been updated for 2023-24 and posted on the International ACAC website.
6. **Vice President Report:** Dan Marschner, Vice President for Advocacy and Outreach
 - a. Regional Institutes
 - Middle East & North Africa (MENA) Regional Institute to take place at Georgetown University in Doha, Qatar from October 6-8.
 - Three additional Regional Institutes scheduled to take place in 2024.
 - b. Member Grants
 - Newly approved from the Executive Board: Gathering Grants
 1. To financially support member-hosted events.
 2. \$250 per event.
 3. Up to 12 events per calendar year.
 - c. Advocacy Efforts
 - NACAC Advocacy Day no longer exists.
7. **Vice President Report:** Luke Devlin, Vice President for Communications
 - a. Thank you to Alyson Murray, recently rolled-off Vice President for Communications.
 - b. Committee Expansion and Restructuring upcoming in 2023-24.
 - c. WeChat public account being developed.
8. **Vice President Report:** Isthier Chaudhury, Vice President for Diversity, Equity, & Inclusion
 - a. The DEI Committee is coordinating with GNC to propose bylaw changes around for-profit and nonprofit voting privileges.
 - b. Chatter That Matters will continue at the annual conference.
 - c. Affinity Groups will be developed and expanded.
 - d. Upcoming project: *Beyond Your Circle* videos.
 - e. Exploring advocacy and communication resources for local and international hires.
9. **Vice President Report:** Erin Garcia (Executive Director) on behalf of Shilpa Gupta, Vice President for Finance
 - a. Proposed budget for 2024
 - Projected increase in both costs and revenue.

- b. The Scholar Fund has increased by \$30,000.
 - c. Extra financial support for the Mentor Year Program.
 - d. Increased grants for Regional Institutes.
- 10. **Vice President Report:** Joyce Agyare, Vice President for Inclusion, Access & Success
 - a. 2023 was the 10th anniversary of the Scholar Program. The committee would like to celebrate by sharing Scholar Success Stories.
 - b. The Scholar Program has supported 90+ scholars from 50 underserved countries.
 - c. Scholar Alumni networks are active.
 - d. Collaboration with the Professional Development Committee to increase Professional Development opportunities for scholars and other underserved members.
 - e. Scholar nominations and applications for 2024 are launching SOON!
- 11. **Vice President Report:** Kate McKeen and Kim Tulloch Wynn, Vice Presidents for Membership
 - a. Current active member count is close to 2022 year-end count. Projected to exceed by 2023 year-end.
 - b. Launched New Member Applications and Renewals in August.
 - c. Membership has grown in specific regions (Middle East & North Africa; Mexico, Central America & Caribbean; East Asia; South America).
 - d. Updates to International ACAC Policies & Procedures:
 - Earlier renewal launch date annually (August instead of October).
 - Update to Dues Waiver guidelines.
- 12. **Vice President Report:** Liam McCartney and Marsha Oshima, Vice Presidents for Professional Development
 - a. Webinars: beginning in November, International ACAC will be offering more regular webinars.
 - b. Pre-Conference Recorded Content
 - Being made available to general membership for \$30 USD.
 - c. Sub-committees just launched.
- 13. **President-Elect Report:** Wilson Lee
 - a. 2024 Conference at Western University in London, Ontario, Canada.
 - July 9-12, 2024
 - Conference theme: #WelcomeHome
 - b. Presentation by Carolyn Ford, Western University representative.
- 14. **President Report:** Michelle Chow-Liu
 - a. Appointment of the ad-hoc focus group to discuss board restructuring.
 - b. Appointment of 2 co-VPs for Membership, in order to support membership growth.
 - c. Supporting committees by creating structures that go beyond one person/team.
 - d. Future annual conference hosts: Interest Form being launched.
- 15. **Past-President Report:** Kristoffer Toribio
 - a. 2023-24 Governance and Nominating Committee has been approved.
 - b. 2024 Elections - open positions include:
 - President-Elect
 - Vice President for Diversity, Equity, and Inclusion
 - Representatives (formerly known as delegates)
 - c. Any proposed bylaw changes will now be presented and voted on within the same timeline as the Executive Board elections.
 - d. 2025 Annual Conference: Northwestern University in Boston, Massachusetts
- 16. **Motion** to adjourn the meeting, by Kris Toribio. ***Motion Passes.***
- 17. **President Michelle Chow-Liu adjourned the meeting at 6:48 PM ET.**

DRAFT MINUTES

*Respectfully submitted,
Jessica Bishop
Administrative Coordinator
September 26, 2023*