**OACAC GENERAL MEMBERSHIP AND BUSINESS MEETING**

 **Minutes**

Wednesday, July 10, 2014

University of South Florida – Marshall Student Center

Tampa, Florida

I. **Call to Order** – President Ffiona Rees called the Meeting to order at 3:21pm.

II. **Quorum** – VP for Membership Megan McHale confirmed that a quorum was present.

III. **Approval of Minutes** from September 19, 2013 Membership Meeting during the NACAC Conference in Toronto, Canada. ***Motion passed by unanimous vote by the membership.***

IV. **President Report – Ffiona Rees**

* Reported on the Executive Board meetings that took place earlier in the week (Sunday and Monday), which focused on further developing its strategic plan – “Landing of the Plan.” Highlights included:
	+ 2016 Conference – call for proposals will be released soon after conference
	+ Increased collaboration with NACAC on international opportunities
	+ OACAC Committees to look at member benefits beyond the summer conference
	+ Development of regional initiatives
* Noted upcoming NACAC 2014 in Indianapolis – OACAC Board will meet prior to the conference and the OACAC AGM will be held on Thursday, September 18th.

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V. **President-Elect Report – Joe Giacalone**

* Thanked Marist College, host of OACAC 2014, for sponsoring the Membership Meeting.
* OACAC 2015 to be hosted by the University of Oregon in Eugene, OR. Planning is already underway and the first site visit will be made two weeks after Tampa.
* Encouraged conference attendees to submit their evaluations of OACAC 2014 as those comments are important in the next year’s conference planning.
* Promised more details on OACAC 2015 at the NACAC Conference AGM.

VI. **Past-President Report – Ryan Sullivan**

* Recognized outgoing OACAC Executive Board members Ray Marx, Katy So, Paul Teloun, and Laila Alamuddin. He also recognized board members who rotated off in 2013, Shaun McElroy and Trevor Sturgeon.
* Noted Board openings for 2015: President Elect and two delegate positions. Nominations will be accepted through February 1st, with elections in March 2015
* OACAC 2016 Conference structure was outlined (in advance of issuing the request for proposals later in July). The dates for 2016 may adjust by two days and the pre-conference programming will be expanded.
* Presented the 2014 OACAC Lifetime Achievement Award to Doug Thompson, former EA for OACAC!

VII. **Vice-President Reports**

 Admission Practices – Andrew Moe

* Highlighted the work of the Ethics Committee for OACAC, which reviews infractions of NACAC’s SPGP. Six cases were reported this year, and OACAC worked with NACAC to resolve.
* OACAC members were reminded that the Form for filing a complaint is available on the OACAC website and that confidentiality is maintained throughout the process.

 Finance Report – Sam Fleischmann

* Referenced the OACAC Fiscal Policy Manual.
* Reported that OACAC is fiscally solvent, with 100% of our annual operating costs in reserve.
* Noted that the 2015 OACAC budget will be presented at the NACAC Conference (OACAC AGM) for approval.

Government Relations – Juan-Camilo Tamayo

* Reported on the conference Regional Lunches – well received and a great opportunity to network.
* Announced a new outreach venture to our members around the world (many of whom cannot always attend the summer conference) – the OACAC Regional Institute (ORI). The first ORI will be held in China in late summer 2015, with other world regions target in the coming years.

 Membership Report – Meghan McHale

* Shared OACAC membership demographics
	+ 1986 current members, a 21% growth over last year at this time!
	+ 2014 is the first year that universities represent slightly less than half of our membership (i.e., growth of high school members)
* Membership is comprised of members from 106 different countries
* 55% of membership at the 2014 conference, from 83 countries

 Professional Development – Joan Liu

* Provided an overview of the very successful 2014 pre-conference programs (OACAC Institute and Financial Aid Stream). There were 201 registrants, 18 sessions total, and over 40 faculty members. Programs were developed from feedback from members after the 2013 conference.
* Highlighted the OACAC Scholars Program for 2014, which included an extensive nominations process (52 received) and 60 applications; 11 were invited to attend the

 Technology & Communications – Aaron Andersen

* OACAC website offers membership advantages – encouraged members to use them!
* Highlighted two website areas – Member Center (search for OACAC members in schools/universities) and News & Events (members can post events such as high school fairs, etc.).
* Proposed webinars for members, based on the most valued/popular conference sessions.

VIII. **NACAC Report - Jeff Fuller and John Evans**

* Noted the work of the International Initiatives department at NACAC; focus is not only international but also working with all of the affiliates across the organization.
* New is the development of a resource document for institutions, a ‘Best Practices for International Student Recruitment,’ and other resources are pending.
* Encouraged OACAC members who are NACAC members to consider serving on committees and boards.
* Noted NACAC/NCAA Meeting on Thursday morning and recognized Rosa Moreno’s representation of OACAC on this committee.
* NACAC’s International Advisory Committee met earlier in the conference week in Tampa. One new initiative is developing a ‘Guide for students and parents using agents.’

IX. **New Business**

Bylaws Proposed Change

***Motion: The membership voted unanimously to add a Vice President for Inclusion, Access and Success to the OACAC Executive Board.***

* The approved change will now to go to NACAC for approval and the OACAC membership will be notified when this new Vice-President position is finalized.

 5K Run

* 142 runners participated, raising $4930 for the OACAC Scholarship Fund.

 Late Night Game Winner Awards

* Wren & Fida will donate $4000 to the Scholarship Fund in the names of the winners:
	+ Dodge Ball winning team $1000
	+ Mad Libs winner $1000
	+ Top 5K Female Runner $1000
	+ Top 5K Male Runner $1000

***Motion: The membership voted unanimously to adjourn the July 2014 General Membership Meeting at 4:16pm.***

Respectfully submitted,

Theresa Schweser

OACAC Executive Assistant