

I. Meeting was called to order by President Kathleen Schultz at 8:04 a.m.

II. Quorum - Vice President for Membership Michelle Chow-Liu confirmed that a quorum was not present at this time (8:16 a.m.). Later in the meeting, a quorum was confirmed before any business was conducted.

III. President Schultz's Report

- Strategic Plan for 2020 was approved.
 - Will need to revise, due to effects of COVID-19 and further education on issues of DEI.
- Committed to work of antiracism.
 - Do not wish to rush these efforts. Be thoughtful.
 - Open to membership's concerns.
- Thank donors to Global Fund and our Sponsors.
- Recognized and thanked Board members who have completed their terms: Aaron Andersen, Cory Miller, Dan Marschner, and Joe Tavares.
- Looking at ways to be able to connect virtually, given ongoing circumstances
- Update on Governance and Nominating Committee.
 - Usually lead by past-president. Due to Past-President Konowicz stepping down, taking time to decide how to move forward.
 - Must be together by September 2020 board meeting. Will have further information in the future
 - President Elect position and two delegates up for election in 2021.
 - 40% of our current board identifies as people of color.
 - Looking at ways our governance structure and board can reflect more perspectives.

IV. President-Elect Report – Natalie Bitton

- Part of President-Elect role is to plan annual conference.
- Current plan is to hold 2021 Conference at the University of New Mexico in Albuquerque.
- Three models to be investigated and all updates will be shared with the membership:
 - In person
 - Hybrid
 - Online
- Over 2100 attendees in this year's online conference.
- The work on diversity and access will be ongoing and will be a key component of our conference in 2021.

V. Executive Director Report – Theresa Schweser

- Strategic Plan 2020-2025
 - Was adopted by Executive Board which just completed their term on June 30, 2020.
 - Was in process for eighteen months. The pillars adopted first, then objectives. Through the year, committees will work on the objectives.

- o As discussed, does not have overlay of COVID-19 or antiracism work board will be embarking on.
- o A living document, and every year in the second quarter it will be evaluated and progress reported on to the membership by the July membership meeting.
- The Global Fund
 - o Executive Board established in 2017 as an organized method for giving.
 - o There are three ways for the Global Fund to provide funding for members:
 - Scholar Fund
 - Opportunity Grants
 - Grants of up to \$3000 USD to embark on a local initiative.
 - Conference Bursaries
 - o Annually, we raise about \$15,000 for this fund at the summer conference. Members are invited to donate the Global Fund, especially this year as the funds will not be realized from the conference related events (golf, 5K Run/Walk, and the Raffle).

VI. Vice President Reports

Admissions/Enrollment Practices - Ruby Bhattacharya

Main Objectives & Updates:

- Increase awareness of NACAC's: CEPP guidelines and protocols among association members.
 - o The National [Admission Practices Committee](#) has completed a first draft of a revised code of ethics with the working title NACAC's Guide to Ethical Practice in College Admission. The committee believes this new guide sustains the long-held values of NACAC members while recommending best practices to support those values.
 - o If approved by the Assembly during the September NACAC Conference, the recommended practices in the **Guide to Ethical Practice in College Admission** will not be mandatory, unlike the SPGP or the CEPP.
- Provide guidance to association members in support of ethical practices agreed upon by NACAC and outlined in the CEPP.
- Provide international perspective and promoting the needs of the international community to the national association and regional affiliates.
- As a committee, we are shifting our focus from compliance and adjudication to education and outreach.
- We are no longer responding to complaints received due to the current moratorium.
- We are working on revising International ACAC's Policies and Procedures with guidance from NACAC.
- Have divided into subcommittees to continue to work.
- Will be providing more resources for the website covering the work the committee does. Will work with both Professional Development and Membership committees on this work.

Advocacy & Outreach – Tricia McKinney-Bergantino

- Resources for members on COVID-19 on the website and through webinars and statements.
- NACAC Advocacy Day attended by 6 members
- A&O Committee continues to pursue stronger working relationships with relevant organizations.
- Regional Institutes:
 - o October 11-13, 2019 - Sub-Saharan Africa RI in Johannesburg, 152 Attendees from 14 different countries
 - Awarded 22 Grants, averaging \$1000

- May 1-3, 2020 - East Asia & Pacific RI in Hong Kong moved to Singapore and then had to be postponed due to COVID-19.
- Will be creating goals and re-strategizing direction for future years.

Communications - David Bernay

- Communications Committee projects:
 - 2020 High School Survey (Upcoming)
 - In cooperation with Beau Benson at Northeastern
 - Webinar Wednesday Series
 - COVID Updates
 - Social Media: Facebook, Instagram, WeChat, blogposts
 - Quarterly Newsletters
 - Website design

Finance - Tracy How

- Fiscal Year Budget
 - Need to ensure we have something to fall back in in times of global crisis.
- Noted loss in net revenue from cancellation of in-person annual conference.
- Cancellation of regional institutes for 2020 and early 2021.
- *Our goal is to ensure fiscal responsibility to maintain a strong and thriving budget*

Inclusion, Access & Success – Beatriz Gutierrez

- 2020 Scholar Cohort not fully realized due to impact of COVID-19, and hopefully cohort will be able to participate in 2021. Those selected for 2020 are receiving a year's membership and mentoring.
- Committee will be focusing on the Access portion of Inclusion, Access, and Success
- Welcomed 6 new members to committee.

Membership - Michelle Chow-Liu

- Provided a snapshot of current International ACAC membership, which totals 3,419 members and growing.
 - High school members are still the largest group with 1,442 members. University members total 1,377, individuals are 305, retired are 23, and organizations are 272 (for-profit 190, non-profit 45, community-based 37).
 - Four top regions for members are (in descending order) Canada & U.S., East Asia, Europe, and Southeast Asia & Oceania.
- Provided a snapshot of the 2020 Conference breakdown, which totals 2,191 attendees, largest ever.
 - College/university members were the largest in attendance with 46%. High school members total 37.5%, individuals were 9%, retired & nonprofit were 1.5% (two attendees), and organizations were 6% (for-profit 5%, community-based 1%).
 - Top five regions in attendance were (in descending order) the United States & Canada, Europe, East Asia, Southeast Asia & Oceania, and South America.
- Monthly Membership Joins
 - Typically, month of March is very busy, due to in-person conference registration. In 2020, June was our big month as there were no limits for registering for the virtual conference.
 - Recognizing Assistant Director Margaret Andrade for instituting one-step membership renewal process for 2020.
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- Updated Membership Policy & Procedure:
 - Clearer transparency for High School Members (Required for application: school domain email address, HS profile and school's website must have counselor's name on either school profile or website)

Professional Development - Denise Nijhuis

- International ACAC Bus Tours:
 - New Co-Director has been appointed. Tom Olang Okeyo St. Austin's Academy in Kenya, joining Kyndra Douglas as the team that manages the tour.
 - 2021 - Participants will visit 12-14 campuses in New Mexico and Colorado for 10 days following conference.
 - Registration TBD, as preparing the final itinerary is underway.
- Pre-Conference
 - Cancelled for 2020.
 - Working on a new format.
 - Stream for New Professionals and one for Mid-Career Professionals
- Webinars 2019-2020
 - Monthly webinars on various topics from Financial Aid to COVID responses
 - Have been made available to the public during the pandemic.
 - Registrations: 4,974
 - Live attendees: 2,454
 - Videos watched: 1,669
 - Plans for 2020-2021
 - From Wednesday Webinars to Annual Webinar Series
 - Responsive Webinar Format
 - Thematic PD Quarters (including webinars and more)

Diversity – Marie Vivas (for Erick Núñez)

- Just welcomed six new committee members.
- In the last few months have been working much more closely with the board tackling issues of systemic racism in our organization.
- In this conference, helped organize Chatter that Matters, ACCEPT group meeting, and the Open Forums.
- Moving forward, want to remind members we are concerned with the questions, want members to bring their concerns forward to the Diversity Committee.
- Want International ACAC to be a safe space, want members to feel comfortable bringing their concerns directly to the board, directly to the Facebook group, but should a member wish to have Diversity Committee bring it forward on their behalf, they're happy to take that role.
- Make decisions as a full committee.

VII. Opportunity Grants Report – Wilson Lee

- Over \$32,000 USD has been awarded
- This past January, had our 3rd-round of Opportunity Grants
- 5 members received Grants totally \$8,607 USD
 - **Susana Aguilar de Urruela - APDE Schools in Guatemala**
 - Funding to support lunches for university representatives attending a college fair.

- o **Shannon Bracken - Ontario Tech University in Canada**
 - Hosting a joint Canadian higher education event for counselors in Doha.
- o **Neeraj Mandhana - The Next Genius Foundation in India**
 - Funding flights for counselors to attend Next Genius Training in Mumbai.
- o **Heather Thompson-Cavalli - Lyceum Alpinum Zuoz**
 - Creating workshops that support regional counselors with the intricacies of the Swiss college application process.
- o **John Liu - Yew Chung International School of Shanghai**
 - Funding to support established Shanghai Counselor Forum
- 17 members received 2020 Membership Dues Waivers
- Cancelled the 4th-round (June 2020) of Opportunity Grants
- Recognize Committee Members

VIII. Quorum Established (8:53 a.m.)

IX. Approval of Minutes from September 2019 Membership Meeting during the NACAC Conference in Louisville, Kentucky. **Motion passed.**

X. NACAC Report - Ffiona Rees, NACAC Board of Directors

- NACAC is a resource for members during this time. Working to create resources for everyone to use.
 - o Universities and Secondary Schools are providing updates.
 - o Creating Insights, Online Chats, and Virtual Fairs.
- Department of Justice Investigation was concluded.
- Working to create motion for the fall that all practices go from mandatory to best practices.
- Best way to explain values while also acting in the best interest of students. Added benefit of reducing legal risk.
 - o Have done surveys and spoken to other organizations, as well as affiliates, and all concurred that best practices was the best path forward.
- NACAC has had significant budget implications as a result of transition to virtual event.
- New CEO, Angel Perez, effective July 1.
- NACAC Board Elections will take place in Late September.

XI. Other Business

- **Motion by David Zutatis**
Motion: *The International ACAC Board shall create a process to take feedback from the membership on possible revisions to the International ACAC elections process. The Board will return to the membership by August 15 with a plan to collect electoral ideas and a timetable to consider alternative electoral possibilities for use in the next election cycle. Motion passed.*
 - o **Amendment:** Impose a moratorium on creating a new Governance and Nominating Committee and on all electoral policies until the Board has heard from all voices and included them in the conversation.
 - o **Amendment:** Board must respond in a timely manner of max six weeks.
- Marie offers reflection:
 - o We are embarking on a difficult road. Hurt has been caused to the community, no matter if it was inadvertently.
 - o Would like to do 3 things:
 1. I want to acknowledge my own culpability

2. Call on all leadership of this organization as to how they (and we all) can do better.
3. Acknowledge that this is difficult work and we need time to do it right. Being immediately reactive is not the solution.
 - o Must be timely. Cannot go another six months or a year to act. Asking for grace for leadership because it won't be an easy fix, but also asking that action does not take too long.
 - o Thank the Board, staff, and leadership for taking this seriously

XII. Annual Awards

- Rising Star Award: Aileen Lee, College Counselor, The Affiliated High School of Peking University
- International Distinguished Service Award: Kristoffer Toribio, Assistant Director of International Admissions and Recruitment, Orange Coast Community College
- Peter Hauet Lifetime Achievement award: Marjorie Smith, Associate Dean, Director of International Student Admission, University of Denver and Ellyn Taylor Levin, University Guidance Counselor, International School of Geneva

XIII. Adjournment - *Motion: To adjourn the July 2020 International ACAC General Membership Meeting at 9:56 a.m.*

Respectfully submitted,
Lisa A. Hollett
International ACAC Special Programs Coordinator
August 2020