**ACAO Board of Directors Meeting** **Minutes**



**June 2, 2021:** <https://us02web.zoom.us/j/89344611318?pwd=RndoT3RlN1lnMmxGZCtnalp4NUVDZz09>

2-3 PM (Eastern)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Name | Attended | | Name | Attend | Invited Guests | Attend |
| Gail Baker |  | Pam Stinson | | x | Junius Gonzales | x |
| Mary Boyd |  | Mark Ginsberg | |  | John McCarthy | x |
| Scott Newman | x | Peter Nwosu | |  | Susan Kruml |  |
| Beth Ingram |  | Patricia Salkin | |  |  |  |
| Greg Ochoa |  | Andrew Shean | | x |  |  |
| Jamie Winebrake |  | Constance St Germain | |  |  |  |
| Ellen Granberg |  | Lori Werth | | x |  |  |
| Connie Johnson | x | Michael Quillen | |  | Laura de Abruna (nv) |  |
| Heather Coltman |  | April Mason/Adv Cl. (nv) | |  | Doreen Murner (nv) |  |

*G. Baker announced Scott Newman is moving to President of OK State Univ, OK City Campus & will no longer be on the board. Congratulations to Scott! Board directors please consider President Elect position vacated by Scott. M. Boyd & G. Baker to discuss.*

1. Review and approval of Board Meeting minutes – G. Baker - Call for discussion/updates.

[**May Board Minutes here**](https://docs.google.com/document/d/1QISUYelDrltFkbtp-f-oO4s1O67nH6Ee/edit#heading=h.gjdgxs)

*No Discussion, all in favor: Motion to approve minutes passes*

1. Committee Updates
   * Digital Learning Cmte – L. de Abruna – Update

*Remotely Connected Faculty Summit, June 9 & 10, funded by BMGF, organized by ASU.*

*L. de Abruna is presenting June 10 @ 2:30pm on Post Pandemic Pedagogy: What Should be Preserved. Also, Lehman College will have two presenters on June 9. One is on the library and 2nd is on online education with focus on hi-flex.*

*Recording of the Summit will be available.*

* + Professional Development – C. Johnson

Upcoming Town Hall Discussion Topics

§  September 21, 2021 **@ 12pm – 1pm ET** – Leading Institutional Change: The Academic Leader’s Toolkit, facilitators: L. Niesen de Abruna, P. Nwosu & S. Newman

*Will need to find presenter to replace Scott Newman*

§  TBD – CAO Relationship Dynamics, potential facilitators: Institutional colleagues of M. Boyd and L. Werth. Need date confirmation for October or August

*Slated for October. M. Boyd has provided 2 potential October dates to her VP Marketing & Communications @ Berry College. Will confirm.*

* Innovation & Strategies – Chair: Laura de Abruna

*Committee approach to BMGF refresh strategy, role of CAOs in moving faculty towards deeper engagement towards digital pedagogy.*

*Protocol for grants: BMGF grants are in-house, driven by relationships at the foundation ecosystem via ELE, of which ACAO is a partner. L. de Abruna, who is liaison to ELE will work with committee members for potential grant funded initiatives to present our idea to the project leaders of the BMGF.*

* Membership – Chair: Michael Quillen

*Committee met 5/26th. Which members have been engaged and what value have they received from the ACAO relationship? Goal is to retain & grow members.*

*\*Social media with real CAOs gain highest recognition & engagement.*

*\*****M. Quillen asked board for social media blurb or testimonial****. What attracted you to this organization? You should be a member because….. Looking for a “story” to spotlight in social media. Short blurb & headshot. Submit this summer to M. Quillen*

*\*Town Halls need to continue to provide value add. Content matters to CAOs.*

*\*Revise and create new campaign with membership roster from last year.*

*\*Look at state-wide CAO organizations. Send your state organization & contact information to M. Quillen if you are part of one.*

*\*International membership – asking Advisory Council to take a look again post pandemic given what we’ve learned in a virtual environment.*

*\*Professional Development – looking at a CAO Institute for new CAOs. Flesh out with the ProD Committee and connect new CAOs with mentors. Here’s the value add of being a member of ACAO. What better group than us to create the institute & mentor CAOs.*

*L. de Abruna suggests using ACE annual meeting time to meet as part of hybrid institute.*

*\*P. Salkin – price membership that includes cost of membership. Sponsor at Harvard EIM program. M. Quillen will check to see if we can connect.*

* Advisory Council – A. Mason

*Will look at international membership component again due to last 15 months of virtual changes. Advisory Council will not have meeting June & July. M. Gealt & S. Newman to tie a blog, post & Town Hall together. P. Salkin is the liaison for ACAO to ACE for all the blogs.*

* Nominating Committee – M. Boyd

*M. Boyd will meet with G. Baker on President Elect and appointment of new board director to fill his unexpired term.*

*M. Boyd requested potential nominees from the board. H. Coltman fastest response & gets an award!!!!*

1. ACE – MOU renewal (link below)

*M. Boyd & G. Baker will discuss*

*A. Mason: Consider ACE contact to maybe attend our board meetings 1x per month.*

*A. Mason: Consider the ACE President, Ted Mitchell, to attend a board meeting.*

*ACE Annual Meeting dates are March 5-8, 2022, San Diego, CA*

1. Our next regularly scheduled board meeting is July 7, 2021 @ 2pm ET
2. Executive Committee will discuss (June 16th 12:00 – 1:00pm ET)
   * AMC Source agreement renewal (expires June 2021)
   * Additional insurance recommendations (Cyber, Crime, etc)
3. New Business *- G. Baker asked to create a poll.*
   * *Who is mandating vaccines for students?*
   * *Who is mandating vaccines for faculty?*
   * *Who is mandating vaccines for staff?*
   * *Exemptions? Religious, medical, conscience, closely held belief*

**Board Resources**

[ACE MOU Here](https://drive.google.com/file/d/1uJ7bYW5s6v7bOD8Al6hwdUBaJBLCXT1V/view) (expires June 2021)

[ACAO Board of Directors Oath](https://drive.google.com/file/d/16bjB0iPb30qW2hCd2DbLdbucc8yMtWLr/view)

**ACAO 2021 ZOOM CREDENTIALS. USE THIS URL FOR ALL MEETING**

Time: April 7, 2021 02:00 PM Eastern Time (US and Canada)

Every month on the First Wed, until Dec 1, 2021, 11 occurrence(s)

July 7, 2021, 02:00 PM

August 4, 2021, 02:00 PM

Join Zoom Meeting

<https://us02web.zoom.us/j/89344611318?pwd=RndoT3RlN1lnMmxGZCtnalp4NUVDZz09>

Meeting ID: 893 4461 1318

Passcode: 891884

One tap mobile +13017158592,,89344611318#,,,,\*891884# US (Washington D.C) +13126266799,,89344611318#,,,,\*891884# US (Chicago)

**2021 Board of Directors: Assigned Committees & Roles**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Executive Committee | **Director** | **Role/Committee** | **Institution** | **Term Ending** |
| Gail Baker | President | University of San Diego | 2021/2022 |
| Mary Boyd | Past President Responsibility: Chair of Nominating and  Bylaws Committees | Berry College | 2021/2022 |
| Scott Newman | President Elect | Oklahoma State University Institute of Technology | 2023 |
| Beth Ingram | Treasurer: Chair Finance | Northern Illinois University | 2024 |
| Gregory Ochoa | Secretary  Innovation & Strategy | Potomac State College of West Virginia University | 2024 |
|  | Doreen Murner | Executive Director | AMC Source | n/a |
| Connie Johnson | Chair: Professional Development  Editorial Team  Innovation & Strategy | Colorado Technical University | 2022 |
| Andrew Shean | Innovation & Strategy | National University System | 2022 |
| Lori Werth | Professional Development  Innovation & Strategy | University of Pikeville | 2022 |
| Michael Quillen | Chair: Membership Committee | Rowan-Cabarrus Community College | 2022 |
| Patricia Salkin | Membership Committee & Blog Series Coordinator | Touro College | 2023 |
| Constance St. Germain | Finance Committee | Capella University | 2023 |
| Junius Gonzales | Professional Development | NY Institute of Technology | 2023 |
| John McCarthy | Membership Committee | UMass – Amherst | 2023 |
| Heather Coltman | Finance Committee | James Madison University | 2023 |
| Pam Stinson | Professional Development | Northern Oklahoma College | 2023 |
| James Winebrake | Professional Development | University of North Carolina Wilmington | 2024 |
| Susan Kruml | Professional Development | Midland University | 2024 |
| Mark Ginsberg | Finance Committee | George Mason University | 2024 |
| Ellen Granberg | Finance Committee | Rochester Institute of Technology | 2024 |
| Peter Nwosu | Membership & Communications  Innovation & Strategy | Lehman College of CUNY | 2024 |
| April Mason | Chair: Advisory Council; Ex Officio member of the board: Membership & Communications Cmte |  | n/a |
| Laura Niesen de Abruna | Ex-officio member of the board  PI: Digital Fellows Project/DLC Chair  Innovation & Strategy | York College of Pennsylvania | n/a |
|  |  |  |  |
|  |  |  |  |  |

\*BJ Reed, Innovation & Strategy Committee Member: Advisory Council rep

\*Michael Gealt, Professional Development: Advisory Council rep