**ACAO Board of Directors Meeting Minutes**



**February 2, 2022:** <https://us02web.zoom.us/j/89344611318?pwd=RndoT3RlN1lnMmxGZCtnalp4NUVDZz09>

2-3 PM (Eastern)

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

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

[**December Board Minutes Here**](https://docs.google.com/document/d/1d8vtIAI4cc44QH5-5wtHncO7uMNVPYAk/edit#heading=h.gjdgxs)( Vote for approval)

No January minutes – Meeting canceled

February Board Minutes Here (Vote for approval)

1. Committee Updates
* Membership – Chair: Michael Quillen

*M. Quillen noted committee has not met yet. Noted membership is good. D. Murner noted membership campaign is underway*.

* Finance Committee – Chair: Lori Werth *.*

[**December Financials Here**](https://docs.google.com/spreadsheets/d/1RzAicE5llylWnYvg87R-qunUsvhVKvcY/edit#gid=2057759964)

*D. Murner noted yr end financials look good with anticipated profit of $20k. 990 work will begin soon.*

* Digital Learning Committee – Chair: Laura Niesen de Abruna

*No updates*

* Innovation & Strategies – Chair: Laura Niesen de Abruna. Work group:
	+ - P. Salkin, P. Nwosu, C. St Germain

 *No updates*

* Nominating Committee – Chair: Mary Boyd
	+ - Candidates for February election. Term 3/2022 – 3/2025.
		- Returning board directors:
			* Michael Quillen
			* Lori Werth
		- Board Directors expired term 2022
			* Mary Boyd
			* Andrew Shean
			* Connie Johnson
		- Potential candidates to present to membership:
			* Maria Woodside-Oriakhi – University of the Bahamas
			* Laura Niesen de Abruna – York College
			* At least two more board candidate name(s)?

*M. Boyd noted need two more candidates. Looked at demographics by accrediting agency for balance.*

*Gregor Thuswaldner wants to run for the board. D. Murner reached out to him for bio & photo.*

*P. Salkin noted Touro affiliates & accredited by WASC potential candidates: Touro University Nevada - Andrew Priest; Touro University Worldwide – Shelia Lewis; Touro University California – Sarah Schweitzer.*

*P. Nwosu recommended UC system of 26 schools.*

*P. Stinson recommended a tribal college or HBCU.*

*C. St Germain recommended Claflin- Karl Wright* *kawright@claflin.edu*

*P. Nwosu recommended Spellman College*

*M. Boyd will send the board the roster of directors by accrediting agency.*

* Professional Development – C. Johnson

Upcoming Town Halls

**January 18, 2022** – 12-1pm ET: *C. Johnson: Diversity Equity & Inclusion in the Classroom*

*58 registrations; 30+ attendees*

*C. Johnson reported town hall was thought provoking. ELE would like to facilitate more.*

**February 15, 2022** 12-1pm ET: *– Panel of students facilitated discussion about their experiences during the past year.*

*Student Perspectives: Reflections About Learning Through a Pandemic and Thoughts About Moving Forward*

*C. Johnson noted we have 4 students for the panel. Dialog will center around what are they hoping for in the future? J. Gonzales will facilitate. P. Stinson question for students – how do virtual only relationships impact student learning and success.*

**March 2022**– **No Town Hall due to ACE Meeting.**

***April:*** *Committee suggested April TH: The Great Resignation and the changing work force and demands. H. Coltman volunteered for the TH.*

*May, June & July – No Town Halls*

***August Town Hall:*** *What is happening with research now that things have changed?*

 *Unable to travel to do research or finish research*

 *Peer reviews very slow*

 *Inability to get papers referred*

 *Delayed processes*

*Professional development for the ACAO Members Business meeting in March.*

* Advisory Council – A. Mason*.*

*P. Salkin working on blogs and up on ACAO website. Creating an editorial policy – author takes accountability for the post & nothing offensive to the Association.*

*Maybe a disclaimer: “this is not the view of ACAO” or something similar.*

*Strategy for posting titles & password protected for Members Only, as a benefit of membership.*

*A. Mason looking / asking for potential Advisory Board members.*

1. ACE – 2022:
	* Face to face in San Diego. March 5-8, 2020
	* ACAO professional development session within the ACE program. C. Johnson submitted call for programs. Topic: The Application of High Impact Practices During & After the Pandemic
	* ACAO Members Business Mtg: 30 mins for business & 30-45 for ProD Topic: Potential round-table discussions

**REMINDER:** Tentative Schedule

 Sat: 3/5 – ACAO Board Mtg @ USD campus 11am – 4pm

* Preparation for in-person board meeting. Committee reports. Introduction of new board members.
* Potential for Strategic Plan kick-off

 Sat: 3/5 – No formal reception: Will have an informal meet & greet at one of the hotel bars. 5-7pm

 Sun: 3/6 – ACAO Business Mtg: 7:30am – 9:00am @ hotel. Cosponsored breakfast w/ACE

 Sun: - ACAO session: 2-3pm *Applications of High Impact Practices During & After the Pandemic*

 Mon: 3/7 – ACE Meeting

 Tues: 3/8 – ACE Meeting

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*D. Murner noted attendance for the ACAO Board Meeting is about ½. Based on the survey 9 will attend in person and 8 will not attend.*

*D. Murner noted dates & times of the schedule for the ACAO board directors.*

*Saturday board meeting: Strategic planning ideas. Hybrid approach to planning with only ½ the board in-person. B. Ingram suggested moving strategic planning to our summer in-person meeting. H. Coltman offered James Madison space in DC for the summer meeting.*

*C. Johnson suggested strategic visioning with the board members in-person and bring back to the whole board during the summer meeting for full discussion & refinement. It will be a preliminary strategic visioning session to be fleshed out at the summer meeting. C. Johnson will help with the visioning process.*

*D. Murner will reach out to ACE for prep for the speakers.*

1. Our next regularly scheduled board meeting is March 2, 2022 @ 2pm ET (CANCELLED)

*Next meeting is in-person & hybrid on March 5th 11:00 – 4:00pm USD*

1. New Business

**Board Resources**

[**ACE MOU Here**](https://drive.google.com/file/d/1qfSM9r0pEYKAOBm1Icz2EwP4Y1myjOMO/view)

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

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

Time: February 2, 2022, 02:00 PM Eastern Time (US and Canada)

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)

**2021/22 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 andBylaws Committees | Berry College | 2021/2022 |
| Beth Ingram | President Elect | Northern Illinois University | 2024 |
| Lori Werth | Treasurer: Chair Finance  | University of Pikeville | 2022 |
| Gregory Ochoa | SecretaryInnovation & Strategy | Potomac State College of West Virginia University | 2024 |
|  | Doreen Murner | Executive Director | AMC Source | n/a |
| Connie Johnson | Chair: Professional DevelopmentEditorial TeamInnovation & Strategy | Colorado Technical University | 2022 |
| Andrew Shean | Innovation & Strategy | National University System | 2022 |
| TBD | Professional DevelopmentInnovation & Strategy |  | 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 boardPI: Digital Fellows Project/DLC ChairInnovation & Strategy | York College of Pennsylvania | n/a |
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|  |  |  |  |  |

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

\*Michael Gealt, Professional Development: Advisory Council rep