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



**August 4, 2021:** <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 | x |
| Mary Boyd | x | Mark Ginsberg | |  | John McCarthy |  |
| Beth Ingram |  | Peter Nwosu | |  |  |  |
| Lori Werth |  | Patricia Salkin | | x |  |  |
| Greg Ochoa |  | Andrew Shean | | x |  |  |
| Jamie Winebrake | x | Constance St Germain | |  |  |  |
| Ellen Granberg |  | Junius Gonzales | |  |  |  |
| Connie Johnson |  | Michael Quillen | |  | Laura de Abruna (nv) |  |
| Heather Coltman | x | April Mason/Adv Cl. (nv) | | x | Doreen Murner (nv) | x |

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

[**June Board Minutes here**](https://docs.google.com/document/d/1RlK-tdJNejli1lF98fSwS-YjqJPNPIE4/edit#heading=h.gjdgxs)

*Board approved minutes – All in favor. Motion passes*

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

*L. deAbruna is working with Tyton Partners on a refresh focus w/Gates Foundation; The Roll of Academic Leadership in Creating Change in the Scaling of Equity Centered Digital Pedagogy. Will provide Digital Fellows summaries. Conference in San Diego ASU GSV Summit, Aug 9-11th. Encouraged to attend virtually if possible. Use of digital techniques to address reform of curriculum. Look at technology with the need to shrink academic affairs in institutions by looking at the major. ACAO should reach out to see if author of article will do a session for ACAO. Author used to be president of ACAO*

* + Professional Development – C. Johnson

*Asked to be on a panel with ELE with Tyton Partners in San Diego. C. Johnson will represent ACAO. Will find out if session is recorded hoping to share with ACAO.*

*Two Town Halls scheduled, 9/21st & 10/26th (see below). Opportunity for one more presentation for Nov. Topics could include blog by Michael Gealt or L. deAbruna’s contact. Johnson & deAbruna will work with presenter for Nov Town Hall.*

Upcoming Town Hall Discussion Topics (FYI)

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

§  October 26, 2021 **@ 12pm – 1pm ET** - CAO Relationship Dynamics, potential facilitators: Institutional colleagues of M. Boyd and L. Werth.

* Innovation & Strategies – Chair: Laura de Abruna

*Town Hall session is the update discussed in ProD.*

* Membership – Chair: Michael Quillen

*Planning: collect short stories from everyone on “Why I’m a member of ACAO”… because..*

*Also looking at state organizations like NC with 58 community colleges and showing value of ACAO. Several members have state systems to connect with.*

* Advisory Council – A. Mason – *No update*
* Finance Committee – [**Jan – June, 2021 Financials**](https://docs.google.com/spreadsheets/d/1-BGTYMSPpCSWO0sTy6IHEQYAI-aQVatl/edit#gid=1424313231)
  + [**FY 2020 990 signed**](https://drive.google.com/file/d/1INAFf2UB4hpH_GA68Hn7d6wU-CIC7Eom/view)

*Finance Cmte went over financials. Bottom line is in the black. 990 filed.*

* Nominating Committee – M. Boyd – *No update*
  + President Elect
  + New board member candidates to fill unexpired term

1. ACE – MOU renewal, complete. (Link below)
   * 1. *Baker & Boyd met with ACE and ACAO will have a session at the March meeting.*

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

1. Our next regularly scheduled board meeting is September 1, 2021 @ 2pm ET
2. Executive Committee Recommendations
   * AMC Source agreement renewed. Term 1 yr.

*C. St Germain volunteered to manage twitter account*

* + Additional insurance recommendations. Executed D&O and Liability. Did not execute Cyber & Crime

*All agreed*

1. New Business – *No 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: April 7, 2021 02:00 PM Eastern Time (US and Canada)

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

August 4, 2021, 02:00 PM

September 1, 2021, 2:00 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)

**2021/22 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 and  Bylaws Committees | Berry College | 2021/2022 |
| Beth Ingram | President Elect | Northern Illinois University | 2024 |
| Lori Werth | Treasurer: Chair Finance | University of Pikeville | 2022 |
| 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 |
| TBD | Professional Development  Innovation & 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 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