**ACAO Board of Directors Meeting** **Agenda**



**October 6, 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 | Susan Kruml | x |
| Mary Boyd |  | Mark Ginsberg | |  | John McCarthy | x |
| Beth Ingram |  | Peter Nwosu | |  |  |  |
| Lori Werth |  | Patricia Salkin | | x |  |  |
| Greg Ochoa | x | Andrew Shean | | x |  |  |
| Jamie Winebrake |  | Constance St Germain | |  |  |  |
| Ellen Granberg | x | Junius Gonzales | | x |  |  |
| Connie Johnson |  | Michael Quillen | | x | Laura de Abruna (nv) |  |
| Heather Coltman | x | April Mason/Adv Cl. (nv) | |  | Doreen Murner (nv) |  |

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

[September Board Minutes Here](https://docs.google.com/document/d/1TCRFVwTyOWpMpb58gc8KKzukq14O92OK/edit#heading=h.gjdgxs)

*Recommended to approve by the board (quorum not present)*

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

*Town Hall 9/21: Academic Leaders Tool Kit. Ensured session is participative with the audience, encourage discussion.*

*10/21: L. deAbruna offering keynote @ Fierce Education, connection via ELE and OLC. Presentation is with CIO – Decision making process during COVID as reflected in joint decisions.*

*APLU – initiative with Gates Foundation to establish groups of communities of practice around disciplines. Free 3 day series to attend. ACAO sent invitation out.*

* + Professional Development – C. Johnson
    1. September Town Hall statistics: 56 registrations; 21 participants

Upcoming Town Halls

* October 26, 2021 **@ 12pm – 1pm ET** – *The Changing Dynamics of the C-Suite*

Facilitators: Nancy Rewis, VP for Marketing and Communications, Berry College

David Hutchens, VP for Advancement & Alumni Relations, University of Pikeville

Mary Boyd

Lori Werth

* + - November 2021 Town Hall – *Creating the Faculty of the Future*

Facilitators: Michael Gealt, Executive Vice President & Provost, Central Michigan UnIv (retired)

Christine Hammond – President, Mid Michigan College (retired)

DATE: TENTATIVE – November 16, 2021 12-1pm ET?

*Date confirmed: November 16, 2021 12-1pm ET.*

* December – No Town Hall
* January 2022 – DEI Inclusive Teaching
  + *Request to present from a teaching perspective. Maybe ELE would present with ACAO? Need someone connected directly with the classroom at ELE.*
* February 2022
* March – No Town Hall due to ACE Meeting
* Innovation & Strategies – Chair: Laura de Abruna

*Agenda topic for next board meeting. How do we strengthen ACAO? Can ACAO monetize any of our services? Group to discuss the various innovations and how would ACAO move forward. Bring to next board meeting to begin the conversation. Where are the gaps? P. Salkin, P. Nwosu, C. St Germain volunteered*

*deAbruna to continue the conversation to see if there are resources to offer to the community for sale. Proposed blog for Inside Higher Ed for ACAO visibility. Inside HiEd hasn’t responded just yet. Advisory Council would like to get moving on the blogs. deAbruna will find out about advanced publishing of blogs and if Inside HiEd will agree.*

* Membership – Chair: Michael Quillen – *No report this month*
* Advisory Council – A. Mason
  + Recommendation on Blue Ribbon Committee to develop a report on the changing face of academic affairs – *Gail & Michael G. volunteered to be on the committee. Looking for other volunteers.*
  + Continuance of blog publishing for ACAO – *Communicating with Patty*
  + Recommend continuing of Ask A Provost
* Finance Committee – L. Werth - *Time frame for delivery of financials due to the board meeting date. However, financials look good as compared to this time last year.*
* Nominating Committee – M. Boyd
  + Seeking candidates for February election. Terms ending March 2022:
    - C. Johnson *(not eligible – must take a yr off). Will remain as ProD committee chair*
    - M. Quillen
    - A. Shean
    - L. Werth

*Ensure were seeking a diverse representation of the higher ed landscape across different institutional types. Board is currently composed of:*

*7 Doctoral institutions*

*4 Masters*

*3 Baccalaureate institutions*

*2 Associate institutions*

*2 For Profits.*

*Of names provided 3 of the 4 are Doctoral. Should consider looking at other types*

*CAO from University of Bahamas. Public Masters Institutions. (International potential). M Boyd will contact.*

*Next step will be to ask exiting board directors if they want to run for a 2nd term.*

*L. de Abruna nominated for a board seat.*

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 TBD

Tentative Schedule (confirming with ACE)

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

Sat: 3/5 – ACAO Provosts Reception @ hotel 5pm – 7pm

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

Mon: 3/7 – ACE Meeting

Tues: 3/8 – ACE Meeting

(ACAO’s session will be embedded within the ACE meeting. Date TBD)

*D Murner will hold executing Roy’s agreement until closer to the event in March, waiting for any potential of an ACE cancel or hybrid meeting.*

1. Blog Conversation – *Will pick up discussion with P. Salkin*
2. Our next regularly scheduled board meeting is November 3, 2021 @ 2pm ET
3. 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)

November 3, 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)

**2021/22 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