

**ACAO Board of Directors Meeting MINUTES**

**November 6, 2024 1:30 pm – 2:30 pm**  
<https://us02web.zoom.us/j/82529646331?pwd=YXFnWEwvOU5DQVAvWHY1aGMrYjcvUT09>

| **Name** | **Attended** | **Name** | **Attended** |
| --- | --- | --- | --- |
| Michael Carr | Yes | Michael Quillen | Yes |
| Laura de Abruna | Yes | Amy Rell | Yes |
| Mike Gealt (non-voting) | Yes | Patricia Salkin | Yes |
| Junius Gonzales | No | Tanya Smith Brice | Yes |
| Krissy Greenleaf (non-voting) | Yes |  |  |
| Ying Iverson | Yes | Jamie Winebrake | Yes |
| Mignon Jacobs | Yes | Maria Woodside-Oriakhi | No |
| Sophia Maggelakis | No | Servet Yatin | Yes |
| Robyn Parker | No | Gregor Thuswaldner (non-voting) | No |

* Welcome & Announcements – M. Carr
* [**October Board Minutes**](https://docs.google.com/document/d/1OOxhiNCVgK3Y3Y_SNTbJ7Kg73p8tuyTC/edit?usp=share_link&ouid=116874921390071707661&rtpof=true&sd=true). **Motion to vote. Seconded. Vote passed all in favor (P. Salkin and L. de Abruna did not vote)**
* Financial Reports - S. Yatin

[**September Financials**](https://docs.google.com/spreadsheets/d/1-uYrSJqB-icdNX3Jsei-uISh2VciLBR1/edit?usp=share_link&ouid=116874921390071707661&rtpof=true&sd=true) **Motion to approve. Seconded. Vote passed all in favor. (P. Salkin and L. de Abruna did not vote)**

* State of the Association – M. Carr
  + - Partnerships
      * ACUE - *Board supports continuing conversations.*
      * AASCU - *Board supports continuing conversations.*
    - AAUA Conference Sponsorship & CIC Conference Sponsorship
      * *Michael Carr and Tanya Smith Brice presented a session; Gregor presented a session at the CIC Conference. Could be potential content for upcoming Town Halls.*
    - Committee assignments
      * *EC recommends bringing Community Outreach under EC and returning Digital Learning Committee to its own committee*
        + *Digital Learning description will stay as is, and will also include education around AI*
    - Sponsorship Program
      * *Johns Hopkins Press will be coming on a sponsor*
* Committee Updates
  + Professional Development - J. Gonzales
    - *Open Discussion 11/22 at 2pm ET*
    - *Town Hall will be scheduled for mid to late January*
    - *Members Only LinkedIn group has been created. Will push out to membership now that BOD has been able to review it.*
  + Membership & Communications - M. Quillen
    - *Michael asked BOD members to provide outreach to lapsed, potential members, and new provosts*
    - *Michael requested the BOD to consider setting aside budget for direct mail campaign*
    - *Michael asked BOD members to review lapsed list and reach out to them*
  + Advisory Council - M. Gealt
  + Digital Learning - L. de Abruna

**Board Resources**

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

**2024 / 2025 Conferences - Click** [**HERE**](https://docs.google.com/spreadsheets/d/1omccNy1BBvi_GHEcY8a-4oo46NRouHienli4UM5GFPk/edit?usp=sharing) **to enter conferences**

[**Committee Descriptions 2024**](https://docs.google.com/document/d/1uNPdsiddebDPItoHsDDigwWhtRwoMIgl/edit?usp=sharing&ouid=113353414827299311759&rtpof=true&sd=true)

**ACAO is inviting you to a scheduled Zoom meeting.**

Topic: ACAO Board of Directors Monthly Meetings

Time: Feb 7, 2024 01:30 PM Eastern Time (US and Canada)

Every month on the First Wed, until Dec 4, 2024, 11 occurrence(s)

Mar 6, 2024 01:30 PM

Apr 3, 2024 01:30 PM

May 1, 2024 01:30 PM

Jun 5, 2024 01:30 PM

Jul 3, 2024 01:30 PM

Aug 7, 2024 01:30 PM

Sep 4, 2024 01:30 PM

Oct 2, 2024 01:30 PM

Nov 6, 2024 01:30 PM

Dec 4, 2024 01:30 PM

Join Zoom Meeting

<https://us02web.zoom.us/j/82529646331?pwd=YXFnWEwvOU5DQVAvWHY1aGMrYjcvUT09>

Meeting ID: 825 2964 6331

Passcode: 340701

One tap mobile

+16469313860,,82529646331#,,,,\*340701# US

+13017158592,,82529646331#,,,,\*340701# US (Washington DC)

Find your local number: https://us02web.zoom.us/u/kbSHuLXsJS

**2024 / 2025 Board of Directors: Assigned Committees & Roles**

| Executive Committee | **Director** | **Role/Committee** | **Institution** | **Term Ending** |
| --- | --- | --- | --- | --- |
| Michael Carr | Interim President | North Park University | 2026 |
| Servet Yatin | Interim Treasurer  Membership Committee Community Engagement & Outreach / Digital Learning | Quincy College | 2026 |
|  | Patricia Salkin | Interim Secretary  Membership Committee & Blog Series Coordinator | Touro College | 2026 |
|  | Laura Niesen de Abruna | Community Engagement & Outreach | Metropolitan State University of Denver | 2025 |
| Mike Gealt | Chair: Advisory Council; Ex Officio member of the board: Membership Cmte |  | n/a |
| Junius Gonzales | Chair: Professional Development | Montclair State University | 2026 |
| Krissy Greenleaf | Executive Director | AMC Source | n/a |
| Ying Iverson | Community Engagement & Outreach / Digital Learning | Westcliff University | 2027 |
| Mignon Jacobs |  | Virginia Union University | 2027 |
| Sophia Maggelakis | Community Engagement & Outreach / Digital Learning | Wentworth Inst. Of Technology | 2026 |
| Robyn Parker | Professional Development | Saybrook University | 2026 |
| Michael Quillen | Chair: Membership Committee | Rowan-Cabarrus Community College | 2025 |
| Amy Rell | Professional Development | College for Financial Planning | 2026 |
| Tanya Smith Brice |  | Saint Martin’s University | 2027 |
| James Winebrake | Professional Development | University of North Carolina Wilmington | 2024 |
| Maria Woodside-Oriakhi | Membership Committee | University of the Bahamas | 2025 |