



DRAFT
DRAFT Minutes of the 109th Business Session of the Annual Meeting
March 28, 2023
In-Person Meeting, Aurora CO

1. Call to Order

President Kitch called the meeting to order at 10:46 AM Mountain Daylight Time.

2. President's Remarks

President Kitch started off her remarks by noting how far the association has advanced since it was established in 1910. AACRAO will now have two back-to-back all-female presidential trios in addition to the most racially diverse board in AACRAO's history. In addition, Executive Director Gottlieb will celebrate her one-year anniversary as the first female executive director for the association. President Kitch encouraged everyone to continue challenging themselves to keep the conference-energy momentum going and to find something to say yes to that will push each individual out of their comfort zone.

President Kitch then explained the list of activities that the AACRAO Board of Directors has been busy with this past year which includes:

- The launch of the H.E.A.R.D Podcast (Higher Education and Real Diversity)
- The launch of the Transfer Tea podcast
- A collaboration with UPCEA and their upcoming Convergence Credential Innovation Conference in early November 2023
- Intentional calls out to the membership about volunteer opportunities which include the: FI&A Committee Member-At-Large, Parliamentarian, Program Committee Coordinator, and CAS Admissions Standards Committee
- The association filed an amicus brief with the Supreme Court and released guidance for institutions in preparation of the June SCOTUS decision in the Harvard and University of North Carolina-Chapel Hill cases
- A variety of content shared through various journals, blogs, newsletter articles, webinars, podcasts, committees and caucuses, and state and regional association conferences

President Kitch applauded everyone for their efforts.

President Kitch concluded her remarks by thanking her family, UMACRAO family, her “honeybees”, her Cornell family and AACRAO family for their support throughout her presidency.

3. Executive Director’s Remarks

Executive Director Gottlieb started off her remarks with talking about all the work that has happened “behind the curtain” that’s made a huge impact on the success of the organization and how AACRAO can effectively continue to serve its membership.

1. AACRAO hired a new accounting firm and implemented three new technology platforms to support the management of finances
2. The association went through an internal reorganization which allows the association to better integrate content areas and product lines so that they align with AACRAO’s goals and strategic initiatives
3. The association implemented new ways to integrate the strategic plan into daily work through 90 day cycles of continuous improvement plans that are mapped to AACRAO’s strategic goals and also tracked through a project management platform

Executive Director Gottlieb thanked the AACRAO staff for all the hard work that they have put in this past year.

Lastly, Executive Director assured the membership that AACRAO will continue to support its membership so that all learners can achieve economic and social mobility.

4. Introduction of Parliamentarian

President Kitch introduced Kristin Waters as Parliamentarian for the 2023 Business Session.

5. Motion to suspend the rules to allow for online voting

President Kitch entertained a motion to suspend the rules to allow for online voting. The voting membership attending the Business Meeting in-person were asked to raise their voter cards if they approved a suspension of the rules.

The motion was approved without dissent.

6. Nominations and Elections Committee

Past President Robinson reported the following results of the elections for AACRAO leadership, held electronically during Fall 2022:

President-Elect: Kristi Wold-McCormick, University of Colorado Boulder

Vice President for Information Technology: Christopher Huang, Purdue University Fort Wayne

Vice President for Access and Equity: Roslyn Perry, Allegheny College

Vice President for Admissions and Enrollment Management: Brenda Selman, University of Missouri-Columbia

These individuals will all serve three-year terms, expiring at the Business Session of the 2026 Annual Meeting.

Past President Robinson also introduced the Nominations and Elections Committee for 2023-2024: Wendolyn Davis of the University of Tennessee Knoxville will serve as Chair and Sasha Suzuki of Wake Forest University will serve as Vice-Chair. They were both elected electronically by the membership in the fall of 2022.

Sofia Almeda Montes of the University of Texas Rio Grande Valley was elected as Chair-Elect, and Chris Dorsten of Kent University was elected as Vice Chair-Elect. The following individuals were elected as committee members and will serve one-year terms: Portia LaMarr of The Ohio State University, Rita Dunston of the University of Mary Washington, Kimberly McNair of Montgomery College, Jonathan Reece of the University of North Carolina at Charlotte, and Beth Warner of the University of Wisconsin-Madison. Joseph Wolk of Bridgewater State University was elected as 1st Alternate, David Paltza of Rocky Vista University was elected as 2nd Alternate, and Brenda Schumann of UT Austin was elected as 3rd Alternate.

President Robinson thanked 2022-2023 Chair T. James Faustino and Vice-Chair Bianca Thompson-Owen for their work on behalf of the Association.

7. Proposed Bylaw Changes

President Kitch started off by giving a bit of background as to why the Board of Directors is proposing a series of bylaw changes for membership approval. The bylaws review process, led by Vice President Moore, Governance Committee Chair, was started up by the committee in order to promote good governance as well as to make sure AACRAO stays up to date on their bylaws so that it can optimally operate and support the membership.

Proposed Bylaw Change 1: Codifying Virtual Voting

The rationale is that AACRAO has conducted a virtual business meeting for the last two years and in order to allow members to vote virtually, the Board of Directors has asked the membership to suspend the bylaws each year in order to allow for virtual voting. By regularizing the process, voting membership

attending the business meeting both in-person and virtually will be able to participate in the voting portion.

President Kitch brought forth a motion, seconded from the Board of Directors to amend Article V, Section 2 to allow voting members attending the Business Meeting both in-person and virtually, the ability to vote.

The motion was passed without dissent.

Proposed Bylaw Change 2: Board Determines Membership Structure – Eliminating Membership Roster Limits

The rationale behind this proposed bylaw change is to allow AACRAO member institutions to grant member resources to any employee. By allowing the AACRAO Board to move to a membership model that is built on institutional budget expenditures as opposed to FTE and by eliminating the roster limits, each institution can extend industry best practice guidance and affordable professional development to its staff. In addition, AACRAO peer organizations and association attorney all recommend that membership structure by which AACRAO assesses dues should not be embedded into the bylaws.

President Kitch brought forth a motion, seconded from the Board of Directors to amend Article II, Section 1 to eliminate membership roster limits.

The motion was passed without dissent.

Proposed Bylaw Change 3: Improve Association Budgeting

The rationale behind the proposed bylaw change is that the current budget approval process means the budget is prepared by the AACRAO staff and Board at least 18 months prior to its implementation. This in turn creates an unrealistic budget and places the association finances at risk. By allowing the Board to approve the budget closer to its actual implementation, the Board can consider recent actuals. The bylaw change would allow the AACRAO Board to create a budget closer to its actual implementation, and share the budget with the membership at an annual Town Hall for feedback before its finalized. President Kitch noted that if the bylaw amendment is passed, the 2023-2024 budget would remain in draft form and would not be voted on by the membership during the 2023 Business Meeting. The Board would continue to review the budget and share the budget with the membership at a Town Hall scheduled in early July for feedback before the Board finalizes and votes on the final budget in August.

President Kitch brought forth a motion, seconded from the Board of Directors to amend Article III, Section 2C to improve association budgeting

The motion was approved without dissent.

8. Approval of the 2022 Business Meeting Minutes

On behalf of the AACRAO Board of Directors, Vice President for Finance, Ari Kaufman, moved that the minutes from the Business Session of the 2022 Annual Meeting be approved. A second was not required for the motion.

The motion was approved without dissent.

9. Finance and Proposed FY 2023 Budget

Vice President Kaufman provided a summary of AACRAO's 2022 audited financials.

He then introduced the dues increase of \$18 per member, which was based on the average CPI-U for the past year of 6.5%.

7. Recognition of Service

President Kitch recognized the following individuals for their outstanding service to the Association:

- The Aurora Co-Chair of Volunteers: David Paltza of Rocky Vista University, and Kristi Wold-McCormick of the University of Colorado Boulder.
- The Program Committee Chair: Robert Hornberger of Missouri State University, and Vice-Chair Sam Fugazzotto of the University of Las Vegas, and the 2023 Annual Meeting Program Committee.

8. Transition

President Kitch thanked the outgoing Board Members for their outstanding service to the Association:

- Past-President Tiffany Robinson, Vice President for Information Technology Rock McCaskill, Vice President for Access and Equity Cassandra Moore, and Vice President for Admissions and Enrollment Management Sherry Wells.

President Rhonda Kitch introduced Jackie Carter as the new AACRAO President for 2023-2024. Now-President Carter, in turn, recognized Past President Rhonda Kitch for her outstanding service as President during the 2022-2023 term.

9. 2023-2024 AACRAO President Comments

President Carter started off her remarks by thanking God and reflecting how proud her father would be of her accomplishments. She also thanked her husband, kids, and family. President Carter is grateful for her colleagues and the membership for selecting her to represent the association as President. She also thanked Washington University Olin Business School for allowing her to explore and find this organization so that she could develop professionally.

President Carter went on to encourage first-time attendees and those looking to be more involved with AACRAO to reach out to herself and other members in the association for guidance and help on ways to become more involved. She noted that her involvement began with the Black Caucus and other committees so she encouraged individuals wanting to be more involved to step it up and not to hesitate.

President Carter went on to list examples of the work that she has accomplished either on her own or through collaborations which include:

- Removing the Black Caucus luncheon ticket requirement
- Making sure that caucuses did not all meet at the same time in order to support allyship and intersectionality
- Her session titled “ I am Women: See Me Achieve My Dream” which turned into the Women’s Caucus
- Co-Leading AACRAO’s Student Identity Work Group
- AACRAO’s 2017 Diversity Statement in response to Charlottesville to stand against prejudice

All these accomplishments were to help break down barriers and to ensure accessibility and equity to all.

In closing her remarks, President Carter noted that she would like to collaborate with the membership to ensure an equitable education for all learners and she is ready to fulfill this charge.

President Carter, of Washington University in St. Louis, introduced the Board of Directors for 2023-2024:

- President Jackie Carter, Washington University in St. Louis
- President-Elect Kristi Wold-McCormick, University of Colorado Boulder
- Past President Rhonda Kitch, Cornell University
- Vice President for Access and Equity Roslyn Perry, Allegheny College
- Vice President for Admissions and Enrollment Management Brenda Selman, University of Missouri-Columbia
- Vice President for Finance Ari Kaufman, Berklee College of Music/Boston Conservatory at Berklee
- Vice President for Information Technology Christopher Huang, Purdue University Fort Wayne
- Vice President for International Education Karee Head, University of Idaho
- Vice President for Leadership and Management Development Philip Hunt, North Dakota State University
- Vice President for Records and Academic Services Julia Pomerenk, University of Oregon
- Vice President at Large Connie Shipman, Campbell Law School

- Vice President at Large Tiffani Robertson, Governors State University
- External Board Member: Rob Shomaker, CUPA-HR

10. Annual Meeting 2024 – Columbus, OH

President Carter introduced the Co-Chair of Volunteers for the 2024 Annual Meeting in Colorado: Chris Dorsten and Molly McDermott-Fallon.

A video of Columbus, Ohio was played to promote the 2024 AACRAO Annual Meeting in Columbus, Ohio.

10. Adjournment

President Carter gaveled the Business Session to adjournment at 12:11 PM Mountain Daylight Time.

Attachments

2022 Business Session Minutes, 2023 Proposed Bylaw Changes