

**American Association of Collegiate Registrars and Admissions Officers
Minutes of the Meeting of the Board of Directors**

July 15, 2026
Virtual Meeting

Board Members in Attendance: Hala Abou Arraj, Wendolyn Davis, Chris Dorsten, Chris Huang, Carrie Jeffers, Caroline Laguerre-Brown, Cassandra Moore, Connie Newsome, Tiffani Robertson, Beth Warner, Max Xiong,

Staff Members in Attendance: Quintina Barnett Gallion, Tina DeNeen, Melanie Gottlieb, Martha Henebry, Tiffany Hsu

Guests in Attendance: Fred Magdaug

Call to Order

President Newsome called the meeting to order at 2:31 PM EDT on July 15, 2026.

Approval of Consent Agenda and Minutes

MOTION 2026.07.01 – It was duly moved and seconded to approve the consent agenda and the June 24-25, 2026 meeting minutes. APPROVED

Officer Reports

All officer reports were uploaded to AACRAO Exchange and approved as a part of the consent agenda.

Committee Reports

All committee reports were uploaded into AACRAO Exchange and approved as a part of the consent agenda.

Staff Report

Executive Director Gottlieb directed the Board to Exchange for her July report. Some key highlights from her report:

- Registration for The Assembly has reached 130 participants, with strong energy and engagement from participants surrounding the event.
- AACRAO Staff are in the process of launching another Business Solutions Showcase, a webinar series that will provide corporate partners an opportunity to demonstrate products and services centered around specific themes.
- AACRAO has partnered with the Education Strategy Group to help institutions develop accelerated Strategic Enrollment Management (SEM) plans.
- AACRAO Consulting has launched some new services which include:
 - Individual Coaching – one-on-one coaching available to members.

- Professional Leadership and Coaching Engagement (PLACE) – a six-month leadership development program featuring small-group coaching and individualized leadership support.
- Executive Director Gottlieb recognized the International Team for their coordination and launch of the Baden-Württemberg Seminar, which received a record 58 applications. Immediate Past President Cassandra Moore will serve as AACRAO's representative this year.
- AACRAO recently joined its third amicus brief of the year. The case is Harvard University v. U.S. Department of Health and Human Services and involves First Amendment issues related to the freezing of federal funding.
- The Government Relations Team continues to monitor the federal Unified Agenda to identify upcoming regulatory actions that may impact AACRAO members.
- AACRAO's Annual Congressional Hill Day saw exceptional member engagement, with participants demonstrating a strong understanding of policy issues and actively engaging congressional offices in substantive discussions.
- AACRAO has been awarded a \$2 million grant from the Walmart Foundation for work relating to Learning Mobility.
- AACRAO Staff continue to strengthen external partnerships with peer associations to collaborate on strategies for preparing members to become more AI-literate and better equipped to address the evolving impact of artificial intelligence in higher education.

MOTION 2026.07.02 – It was duly moved and seconded to approve Executive Director Gottlieb's July 2026 report as presented. APPROVED

Old Business

Travel Days for Annual Meeting 2027

As part of the Board's ongoing efforts with Executive Director Gottlieb and AACRAO staff to identify cost-saving opportunities, President Newsome shared the results of a brief board survey conducted through the Exchange Community regarding Annual Meeting travel patterns. The survey indicated that most Board members purchase airfare two months in advance of the meeting and prefer to arrive the evening before the board meeting to allow adequate time to settle in before the meeting begin. Based on the feedback, the Board agreed to maintain the current schedule for the 2027 Annual Meeting, with Board members traveling on Thursday in preparation for board meetings beginning on Friday.

State & Regional Changes/Updates

As part of the Board's ongoing efforts to reduce travel costs, Board members were asked during the June meeting to serve as AACRAO representatives at State and Regional (S&R) conferences they were already planning to attend. Additional cost-saving strategies include offering virtual presentations or pre-recorded sessions, particularly for meetings where representatives have only been allotted a limited amount of time to present. Several Board members have since contacted their assigned S&R associations to communicate representative changes, and the response from the S&R associations has been understanding. The Board received an update on several representative assignments, including Vice President Dorsten offering to present virtually for WashingtonACRAO while planning to represent AACRAO at OhioACRAO, Vice President Davis assuming representation for TennesseeACRAO, Vice President Jeffers representing

MichiganACRAO and transferring IllinoisACRAO to Vice President Robertson, and Vice President Huang representing AACRAO at MissouriACRAO. In addition, ArkansasACRAO has agreed to a virtual presentation.

New Business

Leadership Meeting Feedback

AACRAO Staff Hsu reported that there were no substantive updates at this time, as staff are awaiting the results of the post-meeting survey, which closed on July 14. Survey results are expected by the end of July. Over the coming weeks, the Executive Team will review the meeting notes compiled by staff and develop corresponding action plans. Executive Director Gottlieb and AACRAO Staff Hsu will also begin reimagining the 2027 Leadership Meeting and developing a draft agenda for the Board to review.

Strategic Plan Update

The Strategic Planning Committee has not yet met. Their next meeting is scheduled for July 24. Associate Executive Director Barnett Gallion has floated a couple items for discussion to the committee. Vice President Jeffers will have an update for the Board at the August meeting.

May 2026 Financials

CFO Magdaug presented the following highlights on the May 2026 financials:

- Operating Deficit: \$678,000 (\$8.3 million revenue vs. \$9.0 million expenses).
- Net Asset Growth: over \$517,000, driven by strong investment income (\$1.2 million) that offset the operating deficit.
- Cash & Investments: \$13.6 million total, with over \$8 million undesignated. This provides over 6 months of operating reserves, meeting the nonprofit benchmark.
- Strategic Spend Fund: \$157,000 remains available for use. The funds are fully allocated for website development and expected to be spent by the end of the fiscal year.
- There's a revenue shortfall of \$2.5 million less than budgeted. Grants make up \$1.7 million of this shortfall and also registration/service fees. There is an ongoing challenge with grant revenue being received in one fiscal year, but the expenses occurring in another fiscal year. For the FY 2027 budget, AACRAO has budgeted for expenses associated with the Walmart Learning Mobility Grant.

FY 2027 Draft Budget and 2026 Budget Town Hall Discussion

At the June board meeting, the initial projected operating deficit was \$316,000. During that same meeting the board approved a reserve allocation of \$283,000 for Leadership Meeting and State and Regional support. Furthermore, the Board also approved a temporary pause on the ASCEND program, while it goes through an internal Program Services Review (PSR) in the fall. This saves around the association around \$61,000. In addition, the Board also approved a publications and journals overhaul at the June meeting, however, those funds will not show up in the budget proposal but will appear once the dollars are spent. The staff is awaiting the completion of the internal PSR review of publications and journals in the fall before they make plans. After those adjustments, the deficit was cut down to \$72,097. Executive Director Gottlieb will continue

working with the AACRAO staff to see if additional expenses can be trimmed to lower the deficit and get closer to net zero.

The Presidential Trio, Vice President Xiong, and Executive Director Gottlieb will meet next week to prepare for the FY 2027 Budget Town Hall on July 30. In the meantime, Executive Director Gottlieb will draft up some talking points and slides for the panelists to review and comment on prior to the town hall meeting. Board members were encouraged to register and attend the town hall.

The meeting was adjourned at 4:22 PM EDT.

Attachments

[Agenda](#)

[June 24-25, 2026 meeting minutes](#)

FY27 BUDGET DRAFT as of 7-15-2026

Program Services Review Committee Report_July 2026

VP for Records & Academic Services Board Report_July 2026

ED Report July 2026

VP for Information Technology – July 2026 Board Report

VP for Admissions and Enrollment Management – July 2026 Board Report

VP for Finance – July 2026 Board Report

Finance, Investments & Audit Committee Report – July 2026 Board Report

AACRAO May 2026 Financials

PREZ Newsome Report JULY 2026

VP for Access & Equity BOD Report July 2026

President-Elect Report July 2026

VP for International Education

Governance Committee

Immediate Past President (IPP) Report July 2026

Strategic Planning Committee Report – July 2026

VP Leadership Report June 2026