

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

August 12, 2026

Virtual Meeting

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

Staff Members in Attendance: Quintina Barnett Gallion, Melanie Gottlieb, Martha Henebry, Tiffany Hsu, Mike Simmons.

Guests in Attendance: Fred Magdaug

Call to Order

President Newsome called the meeting to order at 2:32 PM EDT on August 12, 2026.

Approval of Consent Agenda and Minutes

MOTION 2026.08.01 – It was duly moved and seconded to approve the consent agenda and the July 15, 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.

Discussion Items

Attorney Wolk Consultation

The Board entered into a confidential attorney-client privileged discussion with legal counsel regarding the MTEP contract. Following the discussion, a motion was made and seconded to authorize AACRAO to move forward with executing the MTEP contract.

MOTION 2026.08.02 – It was duly moved and seconded to approve signing of the MTEP contract. APPROVED

Staff Report

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

- A new system will launch this fall to track honorary membership eligibility. This will enable a data-driven report for the awards committee.
- AACRAO participated in the National Leadership Roundtable on the Recognition of Learning (a coalition with ACE, CAEL, C-BEN, and CAI) to reframe Credit for Prior Learning as a strategic pillar.
- AACRAO is partnering with C-BEN to ensure higher ed engagement in state talent marketplaces funded by the CTO challenge grant.
- AACRAO is preparing a press release for a new joint statement on transfer credit, building on the LEARN Commission recommendations.

MOTION 2026.08.03 – It was duly moved and seconded to approve Executive Director Gottlieb’s August 2026 report as presented. APPROVED

Old Business

FY 2027 Budget

Executive Director Gottlieb informed the Board that no additional edits have been made to the budget since it was presented to the membership at the July 30th town hall. The town hall had around 33 participants, with the majority being staff or current/former board members. There were no questions or additional feedback that was received either during or after the town hall. Immediate Past President Moore commended Executive Director Gottlieb and the AACRAO Executive Team for the work they’ve put into the budget.

MOTION 2026.08.04 – It was duly moved and seconded to approve FY 2027 budget as presented. APPROVED

New Business

June 2026 Financials

CFO Magdaug presented the June 2026 financials and noted the following highlights:

- Cash and investments total \$15.7 million, an increase of approximately \$2 million since May, primarily due to receipt of the \$2 million Walmart Learning Mobility Coalition Grant.
- \$8.4 million is available for operations, representing approximately seven months of operating reserves.
- Revenue totals \$10.9 million, while expenses total \$9.9 million, including \$280,000 in strategic spending. Revenue is \$758,000 below budget, with the gap narrowed by receipt of the \$2 million Walmart Grant. Expenses are \$1.2 million below budget.
- Of the \$400,000 allocated for strategic spending, \$280,000 has been spent, leaving \$120,000 available for spending through the end of the fiscal year.

Strategic Plan Update

Vice President Jeffers noted that the committee met and discussed that the current quarterly reports provided lagging information, hindering timely board discussions. The solution is to replace the quarterly reports with two real-time tools, effective October 1. The first tool is a Strategic Plan Dashboard, which is a virtual tool that shows progress on the goals and tactics.

The second tool is a revised ED report which is more goal-aligned. The new report template will be structured around the strategic goals.

N&E Exception

Immediate Past President Moore reported that the N&E Chair and Vice-Chair recently identified an oversight in the composition of the N&E Committee. For both the 2025–2026 and 2026–2027 cycles, the committee seated 11 voting members rather than the nine voting members required by the bylaws.

The N&E Committee asked the Board to formally acknowledge the bylaw infraction, as the slating process for the 2026 election cycle had already been completed. The committee also requested an exception that would allow future N&E Committees to continue operating with 11 voting members.

The Board did not approve the requested exception, determining that the committee should return to the composition required by the bylaws beginning with the 2027–2028 cycle. As a result, the 2026 election slate will include 14 N&E candidates rather than 16. The two additional individuals who would have been included under the proposed 11-member structure will be notified that they were not slated.

Immediate Past President Moore also reminded Board members of AACRAO’s campaigning policy and asked members to review the policy in advance of elections opening on September 7.

MOTION 2026.08.05 – It was duly moved and seconded that the Board acknowledge the bylaw infraction related to the composition of the N&E Committee for the 2025–2026 and 2026–2027 cycles. APPROVED.

MOTION 2026.08.06 – It was duly moved and seconded that the Board deny the N&E Committee’s request for an exception that would allow 16 candidates to be slated in the 2026 election and 11 voting members to serve on the N&E Committee beginning with the 2027–2028 cycle. APPROVED.

The meeting was adjourned at 4:45 PM EDT.

Attachments

[Agenda](#)

[July 15, 2026 meeting minutes](#)

New Business Nominations and Elections Committee Request for Board Consideration

VP for Information Technology – August 2026 Board Report

ED Report – August 2026

AACRAO June 2026 Financials
VP for Finance – August 2026 Board Report
Finance, Investments & Audit Committee Report – August 2026 Board Report
CLB August 2026 Board Report
Governance – August 2026
VP International Education – August 2026
PREZ Newsome's Report AUG 2026
VP at Large Report – Jeffers 8.4.26
Immediate Past President (IPP) Report August 2026
President-Elect Report August 2026
VP for Admissions and Enrollment Management – August 2026 Board Report
VP for Access and Equity BOD Report August 2026
PSR Committee Report – August 2026
VP for Records & Academic Services Board Report
Strategic Planning Committee Report – August 2026
VP Leadership Report August 2026
Governance Committee Policies for Approval – Code of Conduct & New BOD Orientation
FY 2027 Final Draft Budget Summary