

91st Annual Business Meeting

March 31, 2005

New York, NY

1. Call to Order and President's Remarks

President Tom Bilger called the Business Meeting of AACRAO's 91st Annual Meeting to order and reviewed the agenda for the meeting. He reported on AACRAO accomplishments for the year which include:

- ⤴ Revenues are up and expenses are down.
- ⤴ AACRAO published and sold more publications than last year.
- ⤴ AACRAO has grown in Institutional membership.
- ⤴ AACRAO has grown in Corporate Partner membership.
- ⤴ Attendance at workshops and conferences has grown.
- ⤴ The Dues Task Force is continuing to meet to review the dues structure and make recommendations.
- ⤴ Consulting services continues to grow with more institutions taking advantage of the experts among the membership.
- ⤴ International Education Services (IES) continues to increase its volume of requests for evaluation of foreign credentials.
- ⤴ Attendees voted to approve AACRAO's first Vice President for Access and Equity.

Challenges for next year include the Re-authorization of the Higher Education Act and the Unit Record Data Collection proposal by the National Center for Education Statistics.

Conferences scheduled for 2005 include:

- ⤴ Technology Conference, Atlanta, Georgia, October 9-11, 2005.
- ⤴ Strategic Enrollment Management (SEM) Conference, Chicago, Illinois, November 13-16, 2005.

President Bilger extended special thanks to his family and acknowledged his wife Margaret and daughter Katy who were in the audience. He also thanked his staff, the AACRAO Board of Directors, the AACRAO staff, the former presidents of AACRAO, President-Elect Joe Roof, and the members of the Association who serve on committees and task forces.

2. Executive Director Remarks

Executive Director Jerry Sullivan thanked Jeff von Munkwitz-Smith and the Program Committee for such an outstanding program and the attendees for participating with such vigor. Sullivan continued by expressing what a privilege it had been to work this year with Tom Bilger who never missed a beat despite some health challenges.

Sullivan then spoke of the interesting times for the nation, for the Higher Education Community, and for professionals on campus noting that last year's failed attempt at re-authorizing the Higher Education Act included government intrusions into the core values of American higher education beyond anything previously seen. Sullivan discussed the role that AACRAO played last year in stopping this legislation and the ways in which it was accomplished. He spoke of the Public Policy Task Force made up of senior AACRAO members, which produced and published their opposing positions on these issues; campus experts who were invited to give a seminar for GAO professional and Hill staffers; Congressional testimony given on two occasions and coalitions that were built with other organizations to make the case in defense of traditional campus academic autonomy. Sullivan conceded that any victories were only short-term as the Higher Education Act has been reintroduced using the same language.

Sullivan noted that legislatures tend to regulate and not appropriate in bad economic times. So we face not only an attack on campus academic autonomy but the possibility that the budget battle that is in process right now could end in a massive budget reconciliation bill and the worst financial outcome for higher education in decades. The process of the budget reconciliation bill is different from normal legislation. In a budget reconciliation process, much of the conversation among our elected representatives takes place behind closed doors and the resulting legislation is often not widely read. It is produced at the last minute and can be full of language that affects higher education.

Sullivan said that the staff and Task Force on Public Policy will continue to give and submit testimony, continue to provide help to the GAO and its studies, work with NCES, and create coalitions again this year. We will work also with staffers on the Hill to better explain the impact of the technical language and writing that is being used. We will continue to conduct member surveys to see where AACRAO members stand on the issues. Finally, we need to organize a legislative workshop for AACRAO members that want to be more involved.

3. Introduction of Parliamentarian

President Bilger introduced Brad Myers of The Ohio State University as parliamentarian for the meeting.

4. Approval of the 2004 Business Meeting Minutes

On behalf of the AACRAO Board of Directors, Vice President for Finance Paul Wiley moved that the minutes from the April 2004 Business Meeting be approved.

The motion was adopted without objection.

5. Finance and Proposed 2006 Budget

Vice President Wiley provided a summary of AACRAO's fiscal health and other financial milestones:

- ⬆ Last year's revenues were at 93% of budget and overall expenses were at 86% of

budget.

- ⤴ Activities include total revenues of \$5,449,503 and total expenses of \$5,068,881 for a net operating income of \$380,622. With changes in the value of investments, that resulted in a change of net assets of \$210,685.
- ⤴ The total value of AACRAO's investments is up by just over a half million dollars from last year.
- ⤴ Member dues are doing well with about a 10% increase in revenue.
- ⤴ All conferences in the fall exceeded the budget projections for revenues.

Wiley introduced the statement of financial position noting that the investments are doing well again this year due to the fact that we have been moving money from short term investments into long term investments (about \$360,000 since the beginning of the year). Short term investments are also up. Wiley also noted that it appears that Fiscal Year 2005 will also be very positive.

Vice President Wiley introduced the Fiscal Year 2006 budget by noting reduced reliance on member dues and meeting registrations and finding other sources of revenue. Meetings are volatile and attendance is critical. He also plans to continue to build reserves to at least 50% of the annual operating budget. Great strides in accomplishing this goal have been made but there is more work to do in this area. The proposed budget for next year includes a member dues increase of \$6.00 per person resulting in a new member dues rate of \$184.

On behalf of the AACRAO Board of Directors, Wiley moved that the proposed Fiscal Year 2006 budget be approved.

The motion was adopted without objection.

6. Nominations and Elections Committee

Glenn Munson, Chair of the 2004-2005 Nominations and Elections Committee, reported to the membership on the Nominations and Elections activities over the last year. Munson expressed appreciation for the opportunity to serve as chair of the committee and thanked the 2004-2005 Nominations and Elections Committee members for their outstanding service to the Association

Munson then reviewed the report of the Diversity Task Force and reviewed the diversity of the candidate pool for the 2005-2006 Committee on Nominations and Elections and for Board positions.

The Nominations and Elections Committee received 111 nominations for the four Board of Directors positions: President-Elect; Vice President for Access and Equity;

Vice President for Admissions and Enrollment Management; and Vice President for Information Technology. Of the 111 nominees, only thirteen accepted their nominations and were considered by the Committee.

On behalf of the 2004-2005 Nominations and Elections Committee, Munson nominated Angé Peterson, Director of Admissions and Enrollment Services, Pittsburg State University,

Pittsburg, Kansas as President-Elect for 2005-2006. There were no nominations from the floor.

The motion was adopted without objection.

On behalf of the 2004-2005 Nominations and Elections Committee, Munson nominated Dan Garcia, Assistant Chancellor of Student Affairs, University of Washington, Tacoma, Washington as Vice-President for Access and Equity. There were no nominations from the floor.

The motion was adopted without objection.

On behalf of the 2004-2005 Nominations and Elections Committee, Munson nominated Wanda Simpson, Associate Dean of Enrollment Services, San Jacinto College, Houston, Texas as Vice-President for Admissions and Enrollment Management. There were no nominations from the floor.

The motion was adopted without objection.

On behalf of the 2004-2005 Nominations and Elections Committee, Munson nominated Gerald Bracken, Software Engineer, Brigham Young University, Provo, Utah as Vice-President for Information Technology. There were no nominations from the floor.

The motion was adopted without objection.

7. Recognition of Service

President Bilger recognized the following for their outstanding service to the Association:

- ✧ Nominations and Election Committee and Chair, Glenn Munson
- ✧ Volunteers and Co-Chairs of Volunteers for New York, Joseph Capobianco and Ira Tyszler
- ✧ 2005 Program Committee and Chair Jeff von Munkwitz-Smith
- ✧ Outgoing Board Members:
 - ✧ Robert Morley, Vice-President for Information Technology
 - ✧ Paul Aucoin, Vice-President for Association and Institutional Issues
 - ✧ Paul Taylor, Past President
 - ✧ Angé Peterson, Vice-President for Admissions and Enrollment Services, who will return as President-Elect

8. Transition

Joe Roof was introduced as the new AACRAO President 2005-2006.

9. 2005-2006 AACRAO President Comments

President Roof extended his gratitude to Past President Tom Bilger for his dedicated service as AACRAO President for the past year. Roof also thanked his own family for their support.

He then outlined his goals for the coming year:

- ✧ Continue the process of modifying and implementing a Strategic Plan that includes member input and support.
- ✧ Improve the communications process between the Board/AACRAO Staff and the membership.
- ✧ Establish member dues at a rate that provides significant and meaningful value for the services provided.
- ✧ Develop a five-year financial plan that establishes a goal that AACRAO's Reserve Fund value will be 50 percent of the Annual Operating Expenses.
- ✧ Maximize the effectiveness of the Board of Directors by utilizing individual Board member's strengths while striving for consensus and teamwork in governance.

Roof thanked the members for coming to the Annual Meeting and supporting AACRAO. He asked everyone to volunteer for a committee or task force and give back to their colleagues and AACRAO.

Roof introduced the 2005-2006 Board of Directors:

- ✧ Past President, Tom Bilger, Ball State University
- ✧ President-Elect, Angé Peterson, Pittsburg State University
- ✧ Vice-President for Finance, Paul Wiley, The University of the South
- ✧ Vice-President for Admissions and Enrollment Management, Wanda Simpson, San Jacinto College
- ✧ Vice-President for Records and Academic Services, Luz Diaz Barreras, New Mexico Institute of Mining and Technology
- ✧ Vice-President for Leadership and Management Development, Betty Huff, University of California- Santa Barbara
- ✧ Vice-President for Access and Equity, Dan Garcia, University of Washington, Tacoma
- ✧ Vice-President for Information Technology, Gerald Bracken, Brigham Young University
- ✧ Vice-President for International Education, Eric Staab, Grinnell College

10. Video of San Diego, Venue for the 2006 Annual Meeting

11. Adjournment

President Roof adjourned the 2005 Business Meeting without objection.