Board of Directors Meeting #1

January 15, 2003

Board Members in Attendance via Telephone: Mike Allen, Will Corprew, Paul Aucoin, Bob Morley, Gene Schuster, Heather Smith, Gloria Nathanson, Joe Roof, and Paul Taylor

Staff Members in Attendance via Telephone: Janie Barnett, Amy Haavik, Jerry Sullivan

1. **Call to Order and Approval of Agenda**
   President Heather Smith called the meeting to order at 3:00 p.m. EST on Wednesday, January 15, 2003. The agenda was reviewed and approved without objection.

2. **Executive Director Update**
   Executive Director Jerry Sullivan reported on the following:
   - Progress has been made in the transfer of the Aspen Institute to AACRAO.
   - Jim Dalton will serve as a resource/presenter at the Leadership Meeting. He noted that Dalton's presentations would cover diversity, 80/20, finance changes and skill building.
   - BDO is in the process of finishing up the December financials. He reported a clean audit showing no major issues and noted that the auditor is scheduled to report to the Audit Committee and full Board on Monday of the February Board Meeting.
   - Three potential AACRAO publications covering the topics of marketing in higher education by Dick Whiteside, case studies in enrollment management by Jim Black, and student aid in enrollment management.
   - IES has gained several statewide medical boards as clients including Georgia and New Jersey.
   - Nine people have registered so far for the online management course to be taught by Don Bunis. He discussed e-mailing an article on distance learning to supervisors of potential attendees.
   - Preliminary Annual Meeting registration looked positive.
   - Bob Morley and Dave Stones are working together on the planning for the AACRAO Technology Conference.

3. **President Update**
   President Heather Smith reported that a draft of AACRAO's Public Policy Statement would be ready for the February Board and Leadership Meeting. She also requested an update on the marketing plan for SEM Monthly.
   A discussion took place regarding the new electronic Discussion Board. Past-president Schuster reported that he found it difficult to use and Vice President Morley noted that using it was not intuitive. The Board recommended additional discussion on the development of the service and a training session be included for the February Board Meeting.

4. **Taskforce Updates**
   Academic Record and Transcript Guide Taskforce
   Vice President Allen reported that there is still controversy regarding the posting of scholastic dismissal on the transcript and the Board must decide how to handle it. The Board agreed to set a deadline for reading and researching the list of issues. Past-president Schuster and President-elect Taylor proposed that the Board finalize the approval of this project at the February Board Meeting.

5. **Adjournment**
   President Smith adjourned the meeting at 4:00 PM EST.