Board of Directors Meeting #9

December 17, 2001

Conference Call

Board Members in Attendance via Telephone:
Mike Allen, Tom Bilger, Will Corprew, Louise Lonabocker, Gloria Nathanson, Joe Roof, Gene Schuster, Heather Smith, and Paul Taylor.

Staff Members in Attendance via Telephone:
Janie Barnett, Angela Gemza, Jerry Sullivan

1. **Call to order and approval of agenda**
   President Gene Schuster called the meeting to order at 12pm on Monday, December 17, 2001. The agenda was reviewed and approved without objection.

2. **Future Board Meetings**
   President Schuster reviewed the schedule of the upcoming Board meetings with the Board. The Board agreed on a revised schedule for the January Conference Call and reviewed the timing of the February Board meeting in Washington, DC.

3. **2002 Board Activities**
   The Board discussed the 2002-2003 Operating Plan and how it fits into the 2002-2003 Budget. Each Board member reviewed the current Operating Plan and discussed how to revise it to reflect plans for the budget year 2002-2003. Outgoing Board members were tasked with working with their replacements to develop their sections for the 2002-2003 Operating Plan. The Board agreed to update their sections of the Operating Plan and send the revisions to Janie Barnett at the AACRAO office.

4. **Other Business**
   - VP for Records, Registration and Information Technology Mike Allen updated the Board on the progress of the Academic Record and Transcript Guide. He reported that the Committee has been making progress but it was unlikely that they would be able to meet the original deadline. But he is positive that the committee should have something available by the Annual Meeting.
   - VP for International Education Gloria Nathanson reported on the progress of the creation of the two new international committees that were created during the October Board meeting.
   - VP Allen proposed some vehicles for the delivery of Registrar 101 and Admissions Management workshops in conjunction with State & Regional Meetings. Executive Director Jerry Sullivan and VP Allen agreed that they need to meet to further discuss options for these workshops.
   - The Board discussed the possibility of combining the State & Regional meeting and the Leadership meeting. Although many topics and discussions overlap, there was concern expressed that the differences may make combining them difficult. The Board agreed to keep the meeting separate.

5. **Adjournment**
   President Schuster adjourned the meeting at 1:30pm.