

Board of Directors Meeting #9

September 24, 2003

Board Members in Attendance via Telephone: Paul F. Taylor, Heather C. Smith, Thomas A. Bilger, Michael D. Allen, Paul Aucoin, Betty Huff, Robert Morley, Ange Peterson, Joseph A. Roof, Eric Staab

Staff Members in Attendance: Janie Barnett, Amy Haavik, Barmak Nassirian, Jerome Sullivan

1. **Call to Order**

President Paul Taylor called the meeting to order at 3:20 pm (EDT) on September 24, 2003.

2. **President's Report**

President Paul Taylor reported that he, Vice President Eric Staab, and AACRAO IES staff member Ann Koenig had recently returned from the European Association of International Educators (EAIE) meeting that was held in Vienna. All recommended that AACRAO consider exhibiting at future meetings.

3. **Executive Director's Update**
Membership

As of August 31, AACRAO has received 85 percent of membership dues compared to last year. Oct 1 will begin the phone campaign (the members have been emailed several times). ED Sullivan expressed confidence that the membership numbers will remain the same if not increase for this next year and that also includes the corporate memberships. The corporate membership dues received are approximately 70 percent of last year's numbers and include a number of new corporate members. The SEM and Tech Conferences are oversubscribed with exhibitors indicating the positive interest of our corporate members.

Meetings and Workshops

- Received 88 registrations for Reg 101 Workshop scheduled for September 29-30 in Nashville 120 registered for the FERPA Workshop following Reg 101. Brad Meyers is leading that group and has done a great job of updating the Reg 101 materials. The next meeting is scheduled for October 30-31 in New Orleans.

- The Tech conference scheduled for Oct 19-21, 2003 in Austin, TX has nearly 250 registered and may approach 300.

- SEM scheduled for November 9-12 in Boston has approximately 200 registrations with good attendance for the workshops scheduled prior to the meeting. Institutions are sending more one participant or teams.

- The Admissions Institute will be scheduled for spring and summer of 2004.

•To date, 100 booths have been sold for the 2004 Annual Meeting. Board members discussed possible keynote speakers and session speakers for the 2004 Annual Meeting. Some of the names suggested included: Scott O'Grady, Fred Barnes, Bill Press, Jeffery Birnbaum, Eleanor Cliff, Gordon Gee, The Honorable Richard Riley, Lee Todd, Bob Scates, and Steve Sample. Additional suggestions for speakers may be submitted to Jerry Sullivan before mid October.

4. **Financial Update**

Joe Roof reported that the August financial statements indicated that AACRAO generated a net operating income of \$25,000 for the month. Looking at the year-to-date our net operating income is just over \$60,000. With just one month left in the current fiscal year, AACRAO could end the year on a positive note if September is a breakeven month. Of particular interest is that memberships for both institutional and corporate members are over budget and that is very positive considering the economic issues facing many of our member institutions. In reviewing the current fiscal year, the same expense areas that have been troublesome continue to be so. With regard to AES, subscriptions for the automated transfers system continue to increase with approximately 20 new subscriptions for the month of August.

5. **Task Force Reports**

President Taylor reported that the Diversity Task Force will meet on October 3-5, 2003 and Vice President Roof reported that the Dues Task Force would also meet on October 3-5, 2003. Both meetings will be held in Washington, DC.

6. **Vice President's Updates**

Betty Huff, VP for Leadership & Management Development, indicated that she has been reviewing different delivery systems to enable AACRAO to provide opportunities for the membership. Over the next few days, she will develop some ideas and distribute to the board members for review and comment. Of concern is the best way to deliver the subject matter to meet the members' needs without being track oriented. Should that deliver system be on-line, through the annual meeting, or regional meetings?

Ange Peterson, VP for Admissions & Enrollment Management, reported that the Admissions Institute committee will meet in February and, based on the evaluations received from the previous institutes, will add additional modules to the second track on leadership and transfer issues. Ange asked for a budget report from the Institute and Janie will provide it by the end of the week.

Robert Morley, VP Information Technology, noted that planning for the Tech Conference is moving along. The early bird deadline for meeting and hotel registrations was last week. At the present time, 250 registrations have been received. The budget for exhibit booths and sponsorships are on target. Morley meets with the SPEEDE committee via conference call on a regular basis. The AES Student Information Exchange Advisory Board is seen as positive by the SPEEDE committee but with some doubts. The committee, however, is willing to work with the board. Following board discussion, it was decided that Morley will provide a descriptive paragraph on the AES Verification Steering Committee and Nassirian will expand that

narrative to include the FERPA Audit Panel for submission to UPDATE.

Paul Aucoin, VP for Association and Institutional Issues, reported that Arthur Leak would chair the Small College Issues Committee. Aucoin requested that board members review and comment on the AACRAO Update that was distributed by the AACRAO office and should be used for presentations at the state and regional meetings. Aucoin also requested that AACRAO place the combined calendar on a protected spot on the web. It was suggested that the directions for finding the board protected web pages be distributed to the board members.

Eric Staab, VP for International Education, reported that the Council had been meeting recently to discuss the Taiwan publication and after several months delay the publication should be going to the editor soon. Staab indicated that the EAIE Conference was interesting and focused on student exchanges and study abroad opportunities for European institutions. Credentials and evaluations were an important topic of the conference and it was important that AACRAO was present. One of the major trends occurring in the European higher education system is the Bologna Process, which involves changing the educational structure of the countries of the European Union to model the British three-year bachelors program. This is causing some speculation on how the U.S. institutions will assess a three-year bachelors program.

Thomas Bilger reported that all Annual Meeting confirmations would be out by mid-October in an electronic format. Plans for the Annual Meeting are progressing with a lot of sessions planned.

7. Adjournment

They're being no further business; the meeting was adjourned at 5:00 pm (EDT).