

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

December 18, 2024

Virtual Meeting

Board Members in Attendance: Hala Abou Arraj, Jackie Carter, Carrie Jeffers, Ari Kaufman, Cassandra Moore, Connie Newsome, Roslyn Perry, Julia Pomerenk, Tiffani Robertson, Brenda Selman, Kristi Wold-McCormick

New Board Members in Attendance: Wendolyn Davis, Beth Warner

Staff Members in Attendance: Quintina Barnett Gallion, Bill Gil, Tina DeNeen, Melanie Gottlieb, Martha Henebry, Tiffany Hsu, Mike Simmons

Guests in Attendance: Fred Magdaug

Call to Order

President Wold-McCormick called the meeting to order at 2:32 PM EST on December 18, 2024.

Approval of the Consent Agenda and Minutes

MOTION 2024.12.01 – It was duly moved and seconded to approve the consent agenda and November 20, 2024 meeting minutes as presented. 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.

Staff Reports

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

- Appointing a new general counsel (Attorney Peter Wolk)
- The Citizen Ambassador program exploring educational trips to Vietnam
- The ATTAIN advisory group's work on using AI for transfer support
- The ongoing bylaws revision process and member engagement

MOTION 2024.12.02 – It was duly moved and seconded to approve Executive Director Gottlieb's December 2024 report as presented. APPROVED

AACRAO Staff Gil presented a draft of the updated public policy agenda, noting key changes like strengthening the focus on access and equity, deepening the international focus, and incorporating learning mobility. He requested board feedback by January 10, 2025 to finalize the document for approval in February.

Associate Executive Director DeNeen proposed evolving the plan to install Little Free Libraries in annual meeting host cities, suggesting that AACRAO instead partner with local literacy charities. The board discussed the options and agreed to amend the original plan to provide more flexibility based on local feasibility.

Old Business

There was no old business to discuss.

The bylaws revision work is still ongoing. AACRAO is still collecting feedback from the membership on the proposed bylaw changes.

New Business

Annual Day to honor/recognize admissions/registrar/enrollment professionals

Vice President Kaufman proposed establishing a "Higher Ed Registrar and Enrollment Professional Day" to raise awareness of the important work done by professionals in the Higher Education Registrar and Enrollment field. The board provided feedback on the name and scope, and agreed that Vice President Kaufman should work with AACRAO staff to further develop the proposal with broader member input.

Feedback from recent State and Regionals (NEARAO & TNACRAO)

Vice President Perry and Vice President Robertson shared feedback from recent state and regional AACRAO meetings, including concerns about the impact of the recent elections, requests for more professional development support, and issues with the peer mentor program (lack of follow up after a member was paired with a mentor). The board discussed ways to better communicate and address these member needs.

Executive Director Gottlieb and President Wold-McCormick encouraged the board members attending State and Regional meetings to note their observations, concerns, and feedback on the After Action Report. AACRAO Staff Hsu and Executive Director Gottlieb review those reports on a regular basis. In addition, Executive Director Gottlieb will schedule time in the new year to talk to Vice President Robertson about professional development opportunities for state and regionals and also how AACRAO can better engage with them.

February In-Person Meeting

President Wold-McCormick reminded the Board to review the draft agenda for the 2025 February meeting and send any agenda items that they would like to add. Additionally, President Wold-McCormick asked the Board to review the Questions/Considerations document surrounding board committee meetings prior to the February meeting. At the February meeting, the Board will hold a discussion surrounding board committees.

Executive Session

MOTION 2024.12.03 – It was duly moved and seconded to enter Executive Session.
APPROVED

The Executive Session began at 4:11 PM EST.

MOTION 2024.12.04 – It was duly moved and seconded to adjourn the Executive Session and the Board meeting. APPROVED.

The Executive Session and the Board meeting was adjourned at 4:31 PM EST.

Attachments

Agenda

November 20, 2024 Meeting Minutes

ED Report – December 2024

AACRAO Public Policy Update Presentation

HRC Committee Report December 2024

Kaufman Officer Report and FI&A Report for December Board Meeting

President Report – December 2024

Proposal to Establish “International Enrollment and Academic Services Professionals Day/Month”

Governance Committee Report- December 2024

Huang Officer Report – December 2024

Hala December 2024

President-Elect Cassandra Moore Board Report

VP Admissions and Enrollment Management Report – December 2024

Strategic Planning Committee Report – December 2024

C.Newsome_V-P At Large Dec24 Officer Report

VP at Large December 2024 Report (Jeffers)