**ACAO Board of Directors Meeting** **Minutes**



**September 9, 2020:** <https://zoom.us/j/707742741>**,** 2-3 PM (Eastern)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name | Attend | Name | Attend | Invited Guests | Attend |
| Mary Boyd |  | Pam Stinson | x | Junius Gonzales |  |
| Gail Baker |  | Greg Ochoa |  | John McCarthy |  |
| Kathy Johnson | x | Peter Nwosu |  | Michael Quillen |  |
| Beth Ingram | x | Patricia Salkin |  |  |  |
| Scott Newman | x | Andrew Shean | x |  |  |
| Laura de Abruna |  | Constance St Germain |  |  |  |
| Michael Evans |  | Lori Werth |  |  |  |
| Connie Johnson | x | Laura Woodworth-Ney |  |  |  |
| Heather Coltman |  | April Mason/Adv Cl |  | Doreen Murner |  |

1. Review and approval of August Board Meeting minutes - M. Boyd - Call for discussion/updates.

[August 5, 2020 Board Minutes](https://drive.google.com/file/d/1G4wvA-JkO6a9QV2RKcQNF0tcCQnwhx30/view)

*August 5 Board Minutes approved as submitted: Motion passes*

1. Welcome new board director, Heather Coltman

*Welcome & Introduction*

1. Committee Updates
   * Digital Learning Cmte – L. de Abruna
     1. *BMGF has a grant opportunity for ACAO to be involved. Working with APLU to engage CAOs in a series of 5 webinars. Each CAO would receive $1000. Also looking for CAOs to coach selected institutions for digital learning. Each CAO would receive $2000. And Fayetteville University will receive more intensive coaching via the grant in the future.*
   * Professional Development – J. Gonzales (on behalf of S Newman)
     1. *Upcoming town halls scheduled & unscheduled*
        1. *Leading & Managing Teams Remotely – scheduled for 9/22 @ 1pm ET. Panel members: Dean Anne Massey; Constance St. Germain; Greg Ochoa (will ask Kathy Johnson too)*
        2. *Changing Landscape of Faculty Roles & Responsibilities – scheduled for 10/27 @ 1pm ET. Panel members: Kathy Johnson & Michael Evans*
        3. *21st Century Skills and Education After COVDI-19: Tentative schedule: 11/17 @ 1pm ET. Need moderators/panel members*

*Other future panel topics being worked on*

* + - 1. *CAOs and a student panel*
      2. *Roles & Responsibilities of CAOs in Digital Learning*
    1. ***Future Town Halls –*** [***click here for listing.***](https://drive.google.com/drive/u/4/folders/1aiSyP-V9m09KL24VKa-hmIBUe1KhsNG4)
  + Innovation & Strategies – L. Werth
  + Membership – G. Ochoa

*Town Halls continue to be of value to the membership. Committee is planning on meeting within the next week or two.*

*Suggestion: add at the bottom of invites and marketing for Town Halls an open call to “invite your friends to the Town Hall”*

* Finance Committee – M. Boyd (on behalf of B. Ingram)

*990 is complete*

*July 31 financials; Budget revenue $70k, received $60k, need additional $5-$10k before end of December, otherwise financials look ok.*

1. Advisory Council – A. Mason

Click here for ACAO Mission / Vision suggested changes

[Suggested Mission Vision Changes](https://drive.google.com/drive/u/4/folders/1aiSyP-V9m09KL24VKa-hmIBUe1KhsNG4)

1. *Mason discussed suggested changes to ACAO’s mission and vision statements. Question about “international” as a focus for ACAO and if it is, we need to devote some resources and structure to implement that as a focus. Exec Board will discuss changes and resources at next Exec meeting.*

*Council membership has increased by 4:*

*Christine Hammond, retired President Mid-Michigan College*

*Risa Palm, faculty at Georgia State and past ACAO board director*

*Paul Blake, retired Ferris State*

*Lynette Olson, retired Pittsburg State*

*Future suggested topics for blog content*

*Finances and academic priorities post pandemic*

*Research and activities abroad – Institutional relationships – study abroad programs – long-term intl research programs*

*Politics and the CAOs role conservative/liberal etc*

*How will role of faculty change in the future*

*Athletics and academics*

*How are the decisions we make today, in today’s environment, going to affect higher education?*

*10 years from now?*

1. ACE update. M. Boyd: *Shared MOU is executed and ACE would like participation on the following:*

*Future webinar: Shared governance in a pandemic, on a panel with AGB. Volunteer: Heather Coltman*

*Social Media Influencers: Mary Boyd & Constance St. Germain, Patty Salkin*

*Podcast on DEI: Gail Baker volunteered*

*Video postcards: 7-8 min podcast, looking for volunteers*

1. The Faculty Network for Student Voting Rights – M. Boyd

*Board agreed to send the letter of endorsement*

1. Our next regularly scheduled board meeting is October 7, 2020 @ 2pm ET

**2020 Board of Directors: Assigned Roles**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Executive Committee | **Director** | **Role/Committee** | **Institution** | **Term Ending** |
| Mary Boyd | President | Berry College | 2020/2022 |
| Kathy Johnson | Past President Responsibility: Chair of Nominating and  Bylaws Committees | IUPUI | 2020/2021 |
| Gail Baker | President Elect  Editorial Team | University of San Diego | 2022 |
| Beth Ingram | Treasurer | Northern Illinois University | 2021 |
|  | Michael Evans | Secretary | SHNU | 2023 |
|  | Doreen Murner | Executive Director | AMC Source | n/a |
| Laura Niesen de Abruna | PI: Digital Fellows Project  Finance Committee  Editorial Team  Digital Learning Cmte-Chair  Innovation & Strategies | York College of Pennsylvania | 2021 |
| Gregory Ochoa | Chair: Membership & Communications  Digital Learning Committee | Potomac State College of West Virginia University | 2021 |
| Peter Nwosu | Membership & Communications  Innovation & Strategies  Digital Learning Committee | Lehman College of CUNY | 2021 |
| Connie Johnson | Professional Development  Editorial Team  Digital Learning Committee | Colorado Technical University | 2022 |
| Andrew Shean | Innovation & Strategies  Digital Learning Committee | National University System | 2022 |
| Lori Werth | Professional Development  Innovation & Strategies | University of Pikeville | 2022 |
| Laura Woodworth-Ney | Innovation & Strategies | Idaho State University | 2022 |
| Michael Quillen | Membership Committee | Rowan-Cabarrus Community College | 2022 |
| Heather Coltman | Finance Committee | James Madison University | 2023 |
| Scott Newman | Professional Development Committee | Oklahoma State University Institute of Technology | 2023 |
| Patricia Salkin | Membership Committee | Touro College | 2023 |
| Constance St. Germain | Finance Committee | Capella University | 2023 |
| Junius Gonzales | Professional Development | NY Institute of Technology | 2023 |
| John McCarthy | Membership Committee | UMass – Amherst | 2023 |
| Pam Stinson | Professional Development | Northern Oklahoma College | 2023 |
| April Mason | Chair: Advisory Council (ex officio): Ex Officio: Membership & Communications Cmte |  |  |
|  |  |  |  |
|  |  |  |  |

\*Additional Professional Development Committee Member: Ellen Granberg, Provost, Rochester Institute of Technology

\*BJ Reed, Innovation & Strategy Committee Member: Ex officio Advisory Council rep