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**ACAO Board of Directors Meeting Minutes**

**October 4, 2023, 12:00 – 1:00 pm**  
https://us02web.zoom.us/j/82529646331?pwd=YXFnWEwvOU5DQVAvWHY1aGMrYjcvUT09

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Name | Attended | | Name |  |  |  |
| Gail Baker |  | Sacha Kopp | |  |  |  |
| Lori Werth |  | Junius Gonzales | |  |  |  |
| Pam Stinson |  | Amy Rell | |  |  |  |
| Heather Coltman | x | Patricia Salkin | | x |  |  |
| Gregor Thuswaldner |  | Laura de Abruna | |  |  |  |
| Jamie Winebrake | x | Michael Quillen | |  |  |  |
| Michael Carr |  | Sophia Maggelakis | |  |  |  |
| Maria Woodside Oriakhi |  | Servet Yatin | |  | Mike Gealt/Adv (nv) |  |
| Robyn Parker |  | Mark Ginsberg | |  | Doreen Murner (nv) |  |

1. Welcome & Announcements – Lori Werth

*Congratulations to Mark Ginsberg, moving to Presidency at Towson State.*

1. **Vote to Accept** [**August 2, 2023, Board minutes**](https://docs.google.com/document/d/1IuR1FI0caTQ7vN0UOrOFiQ7vBPv8dp4i/edit?usp=sharing&ouid=113353414827299311759&rtpof=true&sd=true)

*Motion to accept Quillen, 2nd Stinson – All in favor, motion passes*

1. Financial Reports - H. Coltman
   1. [**August 2023 Financials**](https://docs.google.com/spreadsheets/d/17bYGg_gdDUTflO0mUfQtLBXWPNZcW-Hn/edit?usp=sharing&ouid=113353414827299311759&rtpof=true&sd=true)
   2. +$10,000 compared to 2022

*Murner discussed August balance sheet & P&L. No discussion.*

1. Educause Update - L. de Abruna
   1. Who is attending on behalf of ACAO?

*de Abruna reported board attendees will meet next week at Educause. Online registration is still open Oct 18 & 19. Carr will be attending Educause too.*

1. [ACE 2024 collaboration & update](https://docs.google.com/document/d/1w_YAeSGvx5WKyXGYmBlWgc6T7ehSdKrxKmXxWADiw7M/edit) – L. Werth

*Werth reported ACE is looking for 4 pairs of Provosts/Presidents who have been employed together longer than 4 yrs. This would be a spring Town Hall or round table on maintaining strong CAO partnerships.*

*ACE may be able to help us with membership of CAOs who are NOT involved with ACAO. ACE would provide a list of non-ACAO member institutions to begin with. Membership Committee will drive this initiative along with Werth and Stinson and others.*

*ACAO still needs to decide where to have the spring Members Business Meeting. Thuswaldner suggested ACAD (smaller privates). ACAO could have a presence at their next meeting in February in Tampa, FL. Thuswaldner or de Abruna will reach out to current ACAD board. Parker will be attending ACAD this year and offered to help.*

*Directors discussed having multiple strategic relationships with various groups.*

*Werth will reach out to ACAD for a potential ACAO meeting at the ACAD spring meeting.*

1. Increasing organizational relationships - L. Werth *(see above comments)*
   1. DEI – NADOHE
   2. Faculty Harvard IEM
   3. AAUA – J. Gonzales
2. Committee Reports & Possible Committee Restructure
   1. *Professional Development Committee – J. Gonzales.*

*Town Hall on Supreme Ct Decision went well. Approximately 25 attendees. There will be no Town Hall in October due to time constraints.*

*November Town Hall is focused on a. Student focused panel or b. Mergers, Acquisitions & Consolidations.*

*Note: Gonzales is engaged with AACA and could be another relationship opportunity*

* 1. *Community Engagement & Outreach Committee – L. de Abruna (see above)*
  2. *Membership Committee: M. Quillen*

*Next membership meeting, Werth will attend. Discussion: how to handle list of CAOs from ACE?*

*Look for several outlets highlighting CAOs that are appointed.*

1. Provost Handbook – G. Thuswaldner

*Book is on schedule. Needs a marketing campaign to announce the launch of the book. ACE may help with that too.*

1. Blog - P. Salkin (*Need blogs submitted (from last board meeting)*

*Servet: August or September*

*Amy – August (completed)*

*April – committed to work with Advisory Council*

*Maria – will consider – how to balance tradition with innovation.*

1. **Board To Dos: Please sign Board of Directors Oath for term year April 23 – April 24. Link is below.**

**REMINDER: BOD Meetings are now bi-monthly. Next meeting December 6, 2023**

**Board Resources**

[**ACE MOU Here**](https://drive.google.com/file/d/1qfSM9r0pEYKAOBm1Icz2EwP4Y1myjOMO/view)

[**ACAO Board of Directors Oath**](https://drive.google.com/file/d/16bjB0iPb30qW2hCd2DbLdbucc8yMtWLr/view)

ACAO is inviting you to a scheduled Zoom meeting.

Topic: ACAO Board of Directors Bi-Monthly Meetings

Time: Jun 7, 2023 12:00 PM Eastern Time (US and Canada)

Every 2 months on the First Wed, until Apr 3, 2024, 6 occurrence(s)

Dec 6, 2023 12:00 PM

Feb 7, 2024 12:00 PM

Apr 3, 2024 12:00 PM

Join Zoom Meeting

<https://us02web.zoom.us/j/82529646331?pwd=YXFnWEwvOU5DQVAvWHY1aGMrYjcvUT09>

Meeting ID: 825 2964 6331

Passcode: 340701

One tap mobile

+16469313860,,82529646331#,,,,\*340701# US

+13017158592,,82529646331#,,,,\*340701# US (Washington DC)

Dial by your location

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• +1 301 715 8592 US (Washington DC)

• +1 305 224 1968 US

• +1 309 205 3325 US

• +1 312 626 6799 US (Chicago)

• +1 646 876 9923 US (New York)

• +1 253 205 0468 US

• +1 253 215 8782 US (Tacoma)

• +1 346 248 7799 US (Houston)

• +1 360 209 5623 US

• +1 386 347 5053 US

• +1 507 473 4847 US

• +1 564 217 2000 US

• +1 669 444 9171 US

• +1 669 900 6833 US (San Jose)

• +1 689 278 1000 US

• +1 719 359 4580 US

Meeting ID: 825 2964 6331

Passcode: 340701

Find your local number: https://us02web.zoom.us/u/kbSHuLXsJS

**2023/24 Board of Directors: Assigned Committees & Roles**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Executive Committee | **Director** | **Role/Committee** | **Institution** | **Term Ending** |
| Lori Werth | President | University of Pikeville | 2023/2024 |
| Gail Baker | Past President Responsibility: Chair of Nominating and  Bylaws Committees | University of San Diego | 2023/2024 |
| Pam Stinson | President Elect | Oklahoma State University – Oklahoma City | 2023/2024 |
| Heather Coltman | Treasurer | James Madison University | 2026 |
| Gregor Thuswaldner | Secretary | Wentworth Inst. Of Technology | 2025 |
|  | Doreen Murner | Executive Director | AMC Source | n/a |
|  | Junius Gonzales | Chair: Professional Development | NY Institute of Technology | 2026 |
| Patricia Salkin | Membership Committee & Blog Series Coordinator | Touro College | 2026 |
| James Winebrake | Professional Development | University of North Carolina Wilmington | 2024 |
| Michael Quillen | Chair: Membership Committee | Rowan-Cabarrus Community College | 2025 |
| Maria Woodside-Oriakhi | Membership Committee | University of the Bahamas | 2025 |
| Laura Niesen de Abruna | Community Engagement & Outreach | Dominican University of Chicago | 2025 |
| Sophia Maggelakis | Community Engagement & Outreach | Wentworth Inst. Of Technology | 2026 |
| Servet Yatin | Membership Committee | Quincy College | 2026 |
| Amy Rell | Professional Development | College for Financial Planning | 2026 |
| Robyn Parker | TBD | Saybrook University | 2026 |
| Sacha Kopp | TBD | Gonzaga University | 2026 |
| Michael Carr | TBD | North Park University | 2026 |
| Mike Gealt | Chair: Advisory Council; Ex Officio member of the board: Membership Cmte |  | n/a |
|  |  |  |  |
|  |  |  |  |

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