

**ACAO Board of Directors Call  
November 10, 2016**

**Attending: Laura Niesen de Abruna, Martha Potvin, B. J. Reed, Michelle Behr, Connie Johnson, Michaela Whelan, Chaouki Abdallah,**

**ACE Representative:** Jim Sirianni

**ACAO Representative:** Theresa Gibbon

**Action Items:**

- Approve the minutes from September 28, 2016

Martha Potvin: motion to approve; motion seconded; motion carried

- Bill and Melinda Gates Foundation Grant update – Laura Niesen de Abruna

Laura provided a brief summary of her work with the Program Officer and others at the Gates foundation. She explained that she has completed 3 revisions of the grant, but that there has been a request for another. She stated that the Gates Foundation is approaching ACAO as a vehicle for providing professional development to CAOs to provide them with a better understanding of digital learning. It is Gates' intention to provide professional development for a group of CAOs for approximately two years. The Program Director if the grant will survey CAOs at beginning of the project to ascertain CAOs' understanding of the power of digital learning.

Chaouki: "What exactly is the grant for in terms of professional development"

Laura:

The purpose of the professional development is to provide the assets in terms of papers, podcasts and lectures to CAOs that will help them to understand the potential for digital pedagogies to increase retention and persistence to graduation among the students who are in the new majority i.e., first generation, low income and minority students. The hope is that CAOs will be able to introduce digital learning as a high impact practice to their faculty members.

Chaouki followed up asking for clarification regarding how the funding will be used.

Laura explained that the funds will be used to:

- 1) Provide professional development to a cohort of professionals in a manner similar to the professional development programs offered by ACE and CIC. A group of 30 CAOs will be chosen to be “Digital Fellows” for 18 months and will received training at several conferences each year for which all their expenses are paid. This program would be comprised of 4 sessions that last two days each at either the Gates foundation in Seattle, WA or in Washington, DC., or at a university campus.
- 2) Provide money to conduct surveys and to provide give course releases on campus to faculty members on the Digital Fellows’ campuses.

She added that Gates is not looking for a specific metric as in “x will be using digital courseware by a certain date.”

BJ suggested that in addition to having a focus that is tech savvy in nature, consider incorporating models and approaches CAO use to get faculty to adopt particular pedagogy. He explained that it would be beneficial to capitalize off the knowledge of CAO in how to get faculty to engage.

Laura responded that one of the four convenings (second one) is a great time for including this idea. Laura went on to say that the Program Director will be visiting the institutions and working with the CAO and faculty who are early adopters to examine how processes are working on the campuses. The goal is to better understand how to reach the “new majority;” the low income, minority, first generation students and improve their success rate.

Connie explained that she is on an advisory board for another Gates grant similarly focused on digital learning, and that she knows what Gates is trying to accomplish. She sees this work as part of a larger context of work that Gates is supporting. Specifically, how do we move digital learning forward in institutions?

Chaouki commented that in his experiences with promoting personalized learning, one significant problem is bookstores/vendors/publishers which don't want to lose revenue for the university. This concern is not from faculty or CAO or provost but stems from a dwindling revenue source.

Laura responded that a fail safe within the grant requires that each institution needs to be completely on board and invested in the project. Presidents will be asked to commit, forming a contract of sorts between the CAO and ACAO.

BJ requested that a brief description of the grant be sent out to the board for review.

Laura concluded that after the 2 years funded by the grant concludes, a larger extended project may involve continuing work with ACE

Jim responded that this idea sounds appealing and valuable for higher education institutions.

**2017 Annual Meeting Programming –Programming Committee: BJ Reed and Jim Sirianni  
Programming Update (Attachment)**

BJ began by commenting that the programming is a little behind in lining up the speakers, but that there is still time because once the speakers are chosen, only the logistics remain. There remains enough time to search out the best folks for the speaking/panels.

Jim followed up by asking the board to take some time to forward recommendations of people/speakers/panelists to Jim or Theresa. He reminded the board not to hesitate to nominate themselves. He commented that ACE should be making decisions within a week or two so please send 2 or 3 names as soon as possible.

BJ asked for a final timeline for recommendations.

Jim reiterated that decisions will be made the following Tuesday morning. Jim also reminded the board to register soon for the ACE Annual Meeting. He commented that there are several areas of focus that may be of great interest due to recent election results including topics covering ways to equip campus leaders to navigate the years ahead as related to federal policy.

Jim went on to say that new programs are about to be unveiled at ACE, including a program for new Deans, but details will follow in coming months.

### **Membership – Theresa**

Theresa explained that there have been inquiries regarding whether or not to establish a specific membership with Emeritus Status. She also indicated that she was looking for information from the board regarding rates for multi-year memberships. Chaouki indicated that a minor discount is all that is needed. B.J. and Martha both remarked that their institutions have multi-year memberships and they would provide further information after the call.

### **Winter Retreat in North Palm Beach - Laura**

#### ○ **Agenda**

- Digital Marketing workshop: Melissa Balsan
- Operationalization of the Strategic Plan – B.J. indicated that it was necessary to prioritize and create a timeline reflecting what needs to be operationalized. Specifically, he requested an indication of who’s doing what, when it will happen, and what resources it will take. He commented on the need to have accountability built in to achieve progress.

### **Committee Reports:**

- **Communications Committee:** Connie Johnson – Reported earlier in the meeting.
- **Membership Committee:** Chaouki Abdallah – Reported earlier in the meeting.
- **Nominating Committee** – April Mason – No report at this time.
- Laura commented that she and Martha attended CIC CAO Institute where they met an international CAO from the American University of Nigeria who expressed an interest in serving on the ACAO board. The Board agreed to nominate her at the annual meeting. Martha said she would send the nominee’s CV to Theresa.

Martha described the nominee as “very well travelled, experienced, and enthusiastic,” adding that she will be a great addition to the board.

Laura thanked Martha for recruiting this potential board member and said that ACAO also needs to add CAOs from community colleges.

- **By-Laws** – Wendy Wilkins – No report at this time.

Laura moved to adjourn the meeting at 3:45pm

Chaouki seconded the motion.

Meeting adjourned.