**ACAO Board of Directors Meeting Minutes**



**April 6, 2022, 2:00 pm – 3:00 pm ET**  
 <https://us02web.zoom.us/j/84259074588?pwd=R1J0VGNFM0l2Z3RGRmxUVWVCOVJzUT09>

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Name | Attended | | Name | Attend | Invited Guests | Attend |
| Gail Baker |  | Pam Stinson | | x | Gregor Thuswaldner |  |
| Beth Ingram |  | Mark Ginsberg | | x |  |  |
| Lori Werth |  | Peter Nwosu | | x |  |  |
| Greg Ochoa | x | Patricia Salkin | | x |  |  |
| Constance St Germain | x | Laura de Abruna | |  |  |  |
| Jamie Winebrake | x | Michael Quillen | | x |  |  |
| Ellen Granberg | x | Junius Gonzales | | x |  |  |
| Susan Kruml | x | John McCarthy | | x | April Mason/Adv Cl. (nv) |  |
| Heather Coltman |  | Maria Woodside Oriakhi | |  | Doreen Murner (nv) |  |

1. Review and approval of Board Meeting minutes – G. Baker - Call for discussion/update

[**March Board Minutes Here**](https://docs.google.com/document/d/1xawxwBnB1X1IijDZwbQA-leEmj0MMgYG/edit#heading=h.gjdgxs) (**Vote for approval needed)**

*Minutes – no discussion: All approve. Motion passes*

1. Summer in-person meeting: June 10, 2022 8-5pm ET (estimate of time)
   * Location:

ACE Headquarters

One Dupont Circle NW

Washington, DE 20036

202-939-9300

ACE Boardroom 8th floor (continental breakfast & lunch will be provided)

*Location & hotel confirmed for June 10th in-person meeting. Board dinner on June 9th, approximately 7pm ET. Main agenda item will be strategic planning. Sub-group to meet & plan prior – L. Werth*

1. Provosts Handbook – G. Thuswaldner
   * *Johns Hopkins Univ Press is interested in the book. Would like to see the book note both triumphs of the university AND the failures and what was learned along the way. Not a lot of books available for the provost’s job. What do we want to address? What kind of a book would be helpful for the membership?*
   * *A. Mason – consider the list of the ACAO Town Halls for subject matter as a starting point.*
   * *L. de Abruna – focus on innovation in certain areas. How to move the institution forward on the issue of\_\_\_\_. (Diversity, digital pedagogy). This may encourage provosts to read the book. How was the innovation implemented?*
   * *H. Coltman – new understanding of shared governance (post-COVID, Black Lives Matter, political divisiveness, etc). Shared governance based on contemporary issues.*
   * *B. Ingram – forward thinking book vs. how to do the job. And also try & help provosts get up to speed on topics.*
   * *L. de Abruna – weave in how it works with accreditation*
   * *D. Muner – suggested the 21st Century Provost vs a handbook*
   * *A. Mason – work on the Council on the future of academic affairs maps into the book idea*
   * *If interested in participating, connect with Gregor (Gail, Maria, Laura)*
2. Committee Updates (Brief updates)

* Membership – Chair: Michael Quillen
  + *D. Murner gave update 102 institutions!*
* Finance Committee – Chair: Lori Werth.

[**February Financials Here**](https://docs.google.com/spreadsheets/d/1GbF929dbuF8LMX62ivnWZVMwLsFRq3FJ/edit#gid=340561369)

*L. Werth – financials look good $11k ahead of last year. Budget is in draft and being worked on.*

* Digital Learning Committee – Chair: Laura Niesen de Abruna
* *L. de Abruna – noted article on student disconnect in The Chronicle where L. de Abruna gave a shout out to ACAO! Working with ELE on convening in June.*
* Innovation & Strategies – Chair: Laura Niesen de Abruna. Work group:
* Professional Development – J. Gonzales

Town Halls

**April 19, 2022 12-1pm ET:**The Great Resignation. H. Coltman moderator

May, June & July – No Town Halls

**August Town Hall:**The Evolution of Research on Campus. Tentative date: August 16, 2022 12-1pm ET *- D. Murner to connect with J. Gonzales for the lead moderator.*

1. Advisory Council – A. Mason*.* 
   * *A. Mason gave a brief history of the Council. Will discuss with the Council about the book opportunity. Blog – criteria is being developed for ACAO website. Under consideration: advertising on the ACAO blog. How blog would be monitored. Document created & needs to be vetted with the board. April will send document to Beth.*
   * *Looking for new members for the Council. Retired CAOs – send names to April. Two members are rolling off the Council.*
2. Our next regularly scheduled board meeting is May 4, 2022 @ 2pm – 3pm ET
3. New Business
   * *Committee assignments for new board directors.*
   * *Motion to adjourn – Gail: 2nd: Lori – All in favor. Motion passes*

**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)

Topic: ACAO Board of Directors Meeting

Time: Apr 6, 2022 02:00 PM Eastern Time (US and Canada)

Every month on the First Wed, until Mar 1, 2023, 12 occurrence(s)

Apr 6, 2022 02:00 PM

May 4, 2022 02:00 PM

Jun 1, 2022 02:00 PM

Jul 6, 2022 02:00 PM

Aug 3, 2022 02:00 PM

Sep 7, 2022 02:00 PM

Oct 5, 2022 02:00 PM

Nov 2, 2022 02:00 PM

Dec 7, 2022 02:00 PM

Jan 4, 2023 02:00 PM

Feb 1, 2023 02:00 PM

Mar 1, 2023 02:00 PM

Join Zoom Meeting

<https://us02web.zoom.us/j/84259074588?pwd=R1J0VGNFM0l2Z3RGRmxUVWVCOVJzUT09>

Meeting ID: 842 5907 4588

Passcode: 718864

One tap mobile

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+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 842 5907 4588

Passcode: 718864

Find your local number: https://us02web.zoom.us/u/kj1bM2yKS

**2022/23 Board of Directors: Assigned Committees & Roles**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Executive Committee | **Director** | **Role/Committee** | **Institution** | **Term Ending** |
| Beth Ingram | President | Northern Illinois University | 2022/2023 |
| Gail Baker | Past President Responsibility: Chair of Nominating and  Bylaws Committees | University of San Diego | 2022/2023 |
| Gregory Ochoa | President Elect | Potomac State College of West Virginia University | 2024 |
| Lori Werth | Treasurer: Chair Finance | University of Pikeville | 2025 |
| TBD | Secretary  Innovation & Strategy |  |  |
|  | Doreen Murner | Executive Director | AMC Source | n/a |
| Junius Gonzales | Chair: Professional Development | NY Institute of Technology | 2023 |
| Patricia Salkin | Membership Committee & Blog Series Coordinator | Touro College | 2023 |
| Constance St. Germain | Finance Committee | Capella University | 2023 |
| John McCarthy | Membership Committee | UMass – Amherst | 2023 |
| Heather Coltman | Finance Committee | James Madison University | 2023 |
| Pam Stinson | Professional Development | Oklahoma State University – Oklahoma City | 2023 |
| James Winebrake | Professional Development | University of North Carolina Wilmington | 2024 |
| Susan Kruml | Professional Development | Midland University | 2024 |
| Mark Ginsberg | Finance Committee | George Mason University | 2024 |
| Ellen Granberg | Finance Committee | Rochester Institute of Technology | 2024 |
| Peter Nwosu | Membership & Communications  Innovation & Strategy | Lehman College of CUNY | 2024 |
| Michael Quillen | Chair: Membership Committee | Rowan-Cabarrus Community College | 2025 |
| Maria Woodside-Oriakhi | TBD | University of the Bahamas | 2025 |
| Gregor Thuswaldner | TBD | Whitworth University | 2025 |
| Laura Niesen de Abruna | PI: Digital Fellows Project/DLC Chair  Innovation & Strategy | York College of Pennsylvania | 2025 |
| April Mason | Chair: Advisory Council; Ex Officio member of the board: Membership & Communications Cmte |  | n/a |
|  |  |  |  |
|  |  |  |  |

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

\*Michael Gealt, Professional Development: Advisory Council rep