



## Executive Board Business Meeting **Minutes**

Tuesday, July 13, 2021

3pm-4pm PT

During

Virtual and In-Person Retreat

[CLICK HERE](#) for Zoom link

1. Call to order: Phil Moreno at 3:09pm at the Guild in San Diego and with members joining via Zoom.
2. **Welcome:** Phil Moreno, President, welcomed all participants.
3. **Reminder of [Agenda](#) via Zoom for what will be discussed today, on the record.**
4. **Approval of [minutes](#) from Board Meeting via Zoom function to approve, abstain and not approve. Marcel Hite motioned to approve and Marie Bury Loew seconded the motion. No objections or edits at this time.**

### Oversight Committee Updates

1. **Formerly called executive committee.**
2. **Fiscal Policy Review**
  - a. Slide 11 reviews fiscal policy on [this PPT](#)
  - b. Dewey stays on as ex-officio member in case there are banking questions.
  - c. Denise, Breanne and Phil meet to coordinate any remaining details.
3. **[Presidential Liaisons](#)**
  - a. Phil describes the current model to divide responsibilities amongst the presidents (Phil, Breanne, Herbie).
  - b. Committed to each other about communicating the work to each other, meeting every two weeks.
  - c. This shows which committees defer to which presidents or as a team.
  - d. "This is your point person" in your work with WACAC.
  - e. Presidential liaisons to meet with chairs several times between now and Spring
4. **[PPM Discussion/review](#)**
  - a. Policy and bylaws needed revision, and extensive information was put into the policy and procedures manual.
  - b. This is the guideline for example, for chairs, responsibilities etc.
  - c. There is still time to add your input.
  - d. Read the section that involves the executive board and your committee.
  - e. Motion to table the discussion to vote on approving the PPM motioned by Jeremiah Rakowski and Eli Shavalian.

### Old Business

## New Delegate Approval

- a. Replacement of Chris Shay due to his resignation as his work obligations expanded, therefore delegation opportunity is a one year term (the remainder). Jeanna Kurahara is nominated to join the delegation this year. Open to questions. Phil shared why Jeanna was nominated. Motion to approve offered by Eli Shavalian, Matt Lane seconded the motion. No oppositions and no abstentions.

## New Business

### Items from the Floor

- a. Anna-Marie Fahmy: Current content in toolkits on website questioned if we want to place that behind a paywall on the NACAC website.
- b. Phil Moreno: mentioned that Breanne wanted to include a statement of inclusion and a test optional statement.
  - i. Some ACAC's have not had test optional, but WACAC is varied because of California and Nevada.
  - ii. If anyone would like to help draft a test optional or inclusion statement, please reach out to presidents, or Breanne, or Deanna. We may create a working group to craft a statement in a future meeting.
- c. Tillie Gottlieb: Is there interest in identifying platform partners and seeing what CASC is doing as far as curriculum development for "**college and career readiness**" as a certificate?
  - i. Phil Moreno added context as to the background of PPS credential holders needing more background and training in college and career. He asked, is there questions or hesitation in the group?
    1. Questions included asking about how CASC is involved
    2. How does it fit into the strategic plan?
  - ii. Tillie is interested in putting together an exploratory committee to see how this can work and to share with the board later.
  - iii. We are currently offering *Summer Admission Institute* training. This may be a possible revenue stream and draw membership.
  - iv. One third of membership is school counselors and they have PPS credentials and there is more development and outreach to do.

### **WACAC Reimbursement Information:**

Expense and check requests due on Thursday 7/15/2021 for processing on Friday. Checks will go out Monday/Tuesday (7/19/2021 and 7/20/2021) of the following week. Due dates for reimbursements on retreat are located on the board calendar.

- You can use the [expense tracking sheet](#) to help you keep an eye on expenses and your budget. You can add a row as you submit your expenses.

### Adjournment:

Phil Moreno, President, adjourned the meeting, and Phil Moreno moved to adjourn the meeting. Eli Shavalian seconded motion. Meeting adjourned 3:49PM PST.

**Western Association for College Admission Counseling**

**Signed:**

Phil Moreno, President: \_\_\_\_\_ Date: \_\_\_\_\_

Denise Eliot, Treasurer: \_\_\_\_\_ Date: \_\_\_\_\_