



NEACAC EXECUTIVE BOARD MEMBER REPORT

Date: 1/24/11

Executive Board Member Name: Anne Richardson

Position: President

Institution: Kents Hill School

Call for Agenda Item(s): Articles Vote, Membership Fee changes

Committee Meetings / Initiatives / Events	Update & Progress toward annual goals	Next Steps
Wrote and submitted President's Welcome for Winter Newsletter		
Conducted monthly E-Board phone call December and January.		Secretary to provide minutes/summaries
Worked with Past-President on Articles Vote set for February	Helped to organize meeting at College Board	Update GB 2/11
Worked/monitored Bylaw changes – both implementation and future changes for May.		Bylaw changes need to be done in May.
Consulted with President-Elect on Board Chairs. Consulted with IDEA Committee on MADF. Resolved outstanding College Fair issues with John Hamel.		Need to explore copyright issues with NACAC.
Continued to monitor progress of Leadership and Governance Committees.		
Conducted November Governing Board Meeting	4 new policies passed. Style Guide passed	Collected and collated C. Interest /DR forms from GB members



C EXECUTIVE BOARD MEMBER REPORT

Committee Meetings / Initiatives / Events	Update & Progress toward annual goals	Next Steps
Participated in the December and January Executive Board conference call	Was in contact with Jackie Henson regarding the Mid-Winter meeting and vote. Submitted content for the December and January EBlasts.	Send week out email reminder to Lynne for distribution. Bring a lap top and projector to the meeting.

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Executive Board Member Name: David L. Hautanen , Jr

Position: Past President

Institution: Northeastern University

Call for Agenda Item(s): _____

	Coordinated agenda details for the February membership meeting.	
Participated in the November and January Nominating Committee conference call	Followed up with assigned Assembly Delegate nominees.	Add: Updating the Awards Structure as an agenda item for next years committee.
Was in contact with my liaison committees, Articles of Organization and Bylaws Committee, Member Services and Nominating.	Brought items to the Executive Board as required.	
Committee Meetings / Initiatives / Events	Update & Progress toward annual goals	Next Steps
Present New Committee Chairs to Governing Board for election; term to begin in June, 2011 at the Annual Meeting and Conference	Worked with outgoing committee chairs to present a slate of nominees to the Governing Board.	The candidates will be voted on as part of the consent agenda on February 2, 2011. Will officially

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NEACAC EXECUTIVE BOARD MEMBER REPORT

Date: January 24, 2011

Executive Board Member Name: Amy Cembor

Position: President-Elect

Institution: Wheaton College

Call for Agenda Item(s): _____

		appoint the new chairs if they are voted into their respective positions.
Support the work of the Annual Meeting and Conference Planning Committee.	Met with committee in November to continue to plan AMC.	Meeting in February.
Support the work of the External Relations Committee.	Phone meeting with Christine. Established plan for the remainder of the year.	Continue to assist as needed.
Sit on the Ad Hoc Committee of Governance.	Attend committee meetings as needed.	Continue to assist as the committee moves toward making
Committee Meetings / Initiatives / Events	Update & Progress toward annual goals	Next Steps
Working to update the AMC online registration form allowing for multiple registrations from	Hoping to streamline the registration process.	Wait to hear from DASH on progress.

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NEACAC EXECUTIVE BOARD MEMBER REPORT

Date: ___ January 2011 _____

Executive Board Member Name: _____ Lynne O'Shaughnessy _____

Position: ___ Exec. Administrator _____

Institution: _____ NEACAC _____

Call for Agenda Item(s): _____ NONE _____



one institution and one credit card payment. This may delay registration, but will save NEACAC \$\$ in credit card processing fees.		
Membership/Bylaws	Working to incorporate new membership categories into the current web set up.	Working with DASH and Member Services Chair to be ready by March 1.
College Fairs	Spring fair registration has begun.	
Nominating	Ballot will go live March 1. Awards nominations are live.	DASH still needs to make updates to IDEAL award verbiage.
Directory/Membership Cards	These were printed and mailed.	



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Date: Jan. 25, 2011

Committee Name: Annual Meeting and Conference **Chair(s) & Institutions:** Kelly Montrym, Boston College and Andrew Rosabianca, Northeastern University

Committee Members & Institutions: Sub-Committee Chairs: **Advisory:** Lynne O'Shaughnessy-NEACAC Exec. Admin, Amy Cembor-Wheaton College **Community Service:** Shayna Bailey-Framingham State College, Dan Cassely-Boston University **Entertainment:** Steve Dunn-UCONN **External Relations:** Sara Brookshire-Emerson College **First Timers:** Christine Hickey-Providence College, Jeff McAdam-Hawaii Pacific University **Pre-Conference:** Caroline Higgins-Westwood High School **Programming:** Rebecca Allen-Providence College, Carmen Perez-Providence College **Publications:** Diana Gingles-Providence College **Recreation:** Lindsay Slattum-Fairfield University **Welcome/Evaluation:** Jackie Haas-Wentworth Institute of Technology Sub-Committee Members: **Community Service:** Madeleine Bergstrom-WNEC **Entertainment:** David Weber-Boston College, Neil Fortin-Wentworth Institute of Technology, Eric Secor-University of New Hampshire, Jayson Hodge-UCONN, Corey Schmidt-Albertus Magnus College, Dan Connolly-Suffolk University,

Daniel Richer-University of New Hampshire **External Relations:** Jay Laperriere-WPI, Mike Bosco-Ben Franklin Institute **First Timers:** Jill Teeters-Southern New Hampshire University, Lauren Thornton-College of the Holy Cross **Pre-Conference:** Cindy Jacobs-Malden Catholic High School, Christine Kenyon-Babson College, Whitney Wilkinson-Westwood High School, Jackie Gould-Suffolk University **Programming:** Ralph Tavares-Salve Regina University, Jim Fowler-Dean College, Michelle Beauregard-Bryant University, Erin West-University of Rhode Island, Kristen Cahalane-Suffolk University, Coral Azarian-

Committee Meetings / Initiatives / Events	Update & Progress toward annual goals	Next Steps
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Stonehill College Publications: Kathleen Parent-University

sity of Vermont, Bill Jack-Colby College, Liz Cheron-Northeastern University **Recreation:** Sam Mahra-Southern New Hampshire University, Matt Maurano-Providence College **Welcome/Evaluation:** Erik DeAngelis-Brown University, Bob Pecchia-University of New England, Danielle Wells-Boston College

Annual Goals: 1) Make 2011 AMC Conference a great event! In light of success if Salve conference, be sure to put "Stonehill" stamp on it. 2) Improve communication between committee members, attendees and volunteers. 3) Plan and execute conference full of insightful workshop sessions, and opportunities to network, socialize and relax with colleagues.

Call for Agenda Item(s): none

<p>Meeting at Stonehill 11/17/2010</p>	<ul style="list-style-type: none"> • Met with Conference Services and Dining Services • Went over contract • Toured campus, finalized locations for most conference events 	<ul style="list-style-type: none"> • Next meeting is February 9, 2011 at Holy Cross
	<ul style="list-style-type: none"> • Set fee structure for 2011, keeping most fees the same as recent years • Worked with Executive Administrator to set up online registration, online application for scholarships. Registration will be live early March. 	
<p>Communicating with membership about the 2011 conference</p>	<ul style="list-style-type: none"> • Worked with Publications Chair/Executive Administrator to pull together information for registration piece. • Working with on-site chair regarding content to be placed on Stonehill website with additional, campus specific information for attendees. 	<ul style="list-style-type: none"> • Will finalize content this week to send final copy to printer. Should land in mailboxes in late February. • Will work with Executive Administrator to get similar information on the website prior to registration going live.
<p>Confirming schedule, pre-conference sessions and speakers</p>	<ul style="list-style-type: none"> • Keynote speakers confirmed • Finalized content and schedule of 3 pre-conference sessions, including Counselor Bus Tour 	<ul style="list-style-type: none"> • Majority of conference schedule is confirmed, will finalize more details at next meeting.



NEACAC COMMITTEE CHAIR REPORT

Date: Jan. 19, 2011

Committee Name: Admissions Practices

Chair(s) & Institutions: Sara Ramirez, Ermerson College, Laura Johnson Frey, Vermont Academy

Committee Members & Institutions: : Chris Lydon, Providence College; Helen Burke Montague, Moses Brown School; Jim Washington, Dartmouth College; Peter Caruso, Boston College; Karen Pellegrino, Fairfield University; Brenda Poznanski, Bishop Guertin High School; Kathi Moody, Lynnfield High School; Terri Kless, Community College of Rhode Island; Patricia Weyand, Cape Elizabeth High School; Gary Meunier, Weston High School

Annual Goals To educate members and non-members about the SPGP; to uphold the SPGP by responding to cases presented by members to the co-chairs; to engage in discussion about current trends or practices in our profession that cause concerns at the affiliate committee level and that should to be addressed at the national level.

Call for Agenda Item(s): None at this time.

Committee Meetings / Initiatives / Events	Update & Progress toward annual goals	Next Steps
Nov. 2010	<ul style="list-style-type: none"> -Discussion about fast apps/ concern taken to national level -Plans made to attend RI, MA and ME counselor conferences with SPGP power point -Request to check on linking the SPGP and the TOP Ten poster to our website 	<ul style="list-style-type: none"> -Waiting to hear from National AP -Plan to have the 11 X 17 Top Ten posters redesigned and printed for distribution
Feb. 2011	<ul style="list-style-type: none"> -Will discuss the Annual Meeting case studies session -Will discuss response from National AP -Will note the President's letter in the mail -Will review cases -Will review which members will present around New England at counselor conferences in the spring 	
Conference Call : April 2011		
Annual Meeting: Session June 2011		



NEACAC COMMITTEE CHAIR REPORT

Date: Jan. 18, 2011

Committee Name: Articles of Organization and Bylaws Chair(s) & Institutions: John Lintner, Kent School _____

Committee Members & Institutions: Chizu Shiono (Independent), Jon Westover (UMass, Amherst), Joyce Vining Morgan (White Mountain School), Ronn Beck (Independent), and Eric Secor, (UNH) _____

Annual Goals: Review and update Articles and Bylaws _____

Call for Agenda Item(s): None _____

Committee Meetings / Initiatives / Events	Update & Progress toward annual goals	Next Steps
None	Special meeting to pass Articles (led by David Hautanen)	Pass them.
	There are a few minor changes to bylaws we will need at AMC to bring our bylaws into conformity with NACAC.	These will be announced and circulated to the GB when they are ready.

Comments and Recommendations: We are in pretty good shape. As Sherri, Anne, Amy, and others are discovering, we need to be aware of bylaws as we move forward even though we have just finished a big focus on revising them.



NEACAC COMMITTEE CHAIR REPORT

Date: Jan 25, 2011

Committee Name: John Hamel Chair(s) & Institutions: John Hamel

Committee Members & Institutions: Dan Connelly Suffolk Jackie Gould Suffolk. Site Chairs at Each Participating institution.

Annual Goals: _Organize and schedule the Fall and Spring NEACAC College Fairs. Work on behalf of the organization to help communicate and Assist various schools and organizations that assist in participating in these events.

Call for Agenda Item(s): _____

Committee Meetings / Initiatives / Events	Update & Progress toward annual goals	Next Steps
Spring 2011 Schedule Finalized	Completed and posted on the Web in Dec. Lynne now taking registrations	
Establish Fall 2011 College Fair Schedule	Working with various sites to determine facility availability	Final Schedule in Place by March 1
Work with local sites in Central Mass to see if alternatives are available for existing sites.	Contact Fitchburg State to see if they are interested in a fair. Currently, Mount Wachusett is one of the most expensive programs. Determine if we can find a site with a competitive price in the same area.	Call Fitchburg State.
Review Regis, Stonehill and Lawrence High School as potential Spring sites for 2012	Send mailing to area North Shore Schools in Mass to determine interest from local schools in supporting a change.	Mailings in April/May to local Guidance offices. Coordinate potential sites with Regis and Stonehill
Discuss an on line College Fair for Interested members.	Bring to E Board and determine if interest exists in having this as an option.	



NEACAC COMMITTEE CHAIR REPORT

Date: 1/25/11

Committee Name: Communications Committee Chair(s) & Institutions: Nakia Noble, Fairfield University (CT)

Committee Members & Institutions: Jacinda Ojeda (Emerson), Mary Bellamy (Cape Cod Academy), Cicily Shaw (Boston Trinity Acad)

Annual Goals: To produce and maintain the distribution of a newsletter five times a year and a monthly e-blast. To enhance public relation efforts.

Call for Agenda Item(s): _____

Committee Meetings / Initiatives / Events	Update & Progress toward annual goals	Next Steps
Public Relations	Spoke with Teresa Valerio-Parrott, who expressed her strong interest in working with the organization.	In the process of negotiating a reasonable price for desired services.
Incoming Chair Position	Teleconferenced with Amy, Ann and Lynne for future Chair suggestions. Compiled a list, reached out to those individuals and secured two definite interests. Nomination forms were completed and submitted.	Prepare to compile information from previous years.
Upcoming task: AMC Photographer		Will soon contact AMC Site Chair for local recommendations.



NEACAC COMMITTEE CHAIR REPORT

Date: 1-25-2011 _____

Committee Name: Current Trends _____ Chair(s) & Institutions: Brenda Poznanski, Bishop Guertin High School

Committee Members & Institutions: Cheri Hurtubise, Simmons College; Jim Tweed, Lasell College; Kristin Lamontagne, Bentley University; Joan Perrault, Notre Dame Academy; Matt Petrarca, Suffolk University; Terry Ward, Winchendon School; Tom Walsh, Roxbury Latin Academy; Chris Webb, Bridgton Academy; Wanda Surel, Regis College; Kendra Lider Johnson, MEFA

Annual Goals: To submit at least 2 Newsletter Articles throughout the year, Present either a workshop during the year or panel presentations at Annual Meeting.

Call for Agenda Item(s): _____

Committee Meetings / Initiatives / Events	Update & Progress toward annual goals	Next Steps
Committee met on November 15 th .	<ul style="list-style-type: none"> • Discuss our Annual goals and committee member commitment. • Discuss Current Trends Committee Meeting at NACAC in St. Louis. • Brenda has made contact with annual Meeting chair Kelly Montrym to discuss framework of an Enrollment Manager mini seminar at Annual Meeting • Brenda has also contacted Jim Black an Enrollment Management consultant to present at the conference. • Discussed topics to submit to Annual Meeting Program Committee –submitted. • Discussed contributions to Newsletter 	<ul style="list-style-type: none"> • Continue to plan EM mini conference. • Send out “Save the Date” to upper management for EM mini conference • Continue discussions with AM chairs about EM conference • Write 2 newsletter articles/year
Committee will meet at CB Regional Forum on Thursday, February 3	Discuss where we are with goals and plans for EM conference at Annual Meeting	
Presentation to “Think Tank” at Merrimack College	Brenda name as the NEACAC Current Trends Committee Chair, was given to the Merrimack College Guidance Director’s Think Tank Group by a member of the Think Tank. Brenda was asked to present to the group on current trends in college admission.	Presented on 1-7-2011



NEACAC COMMITTEE CHAIR REPORT

Date: 1/25/11

Committee Name: Government Relations Chair(s) & Institutions: Danielle Nash, Greenwich HS

Committee Members & Institutions: Suzanne Siano, St Joseph's HS-CT; Mary McDonald Portsmouth, Abbey School-RI; Rick Williams Lyndon State Upward Bound-VT; Steve McGrath, Talent Search-NH; Eric Secor UNH; Ashley Fowler UVM; Jon Westover, UMASS Amherst; Alison Hildebrand, Fairfield University; Mary DeAngelo, Springfield College

Annual Goals: To work on growing the Committee and a do develop a core group with in each state that can act on State lvel advocacy issues and yet cometogether to support NACAC as a whole as well as national issues.

Call for Agenda Item(s): _____

Committee Meetings / Initiatives / Events	Update & Progress toward annual goals	Next Steps
New England State-level school counselor advocacy	<p>On November 20th we held an advocacy training workshop. It was a joint venture with New England state-level School Counselor Associations and sponsored by Universal Technical Institute. We had over 70 counselors in attendance. It was a wonderfully successful event thanks in large part to the efforts of Bob Bardwell and Jon Westover!</p> <p>March 16th has been set as this year's Day on th Hill in MA</p>	We are working to set follow up meeting with Lori from M & R Strategic Services to come back and work with as many of the the other New England states as possible. We would like to see other states hold events similar to the MA event, or host events that would makes sense in their state.
Government Relations Meeting and Hill Visit Day in Washington DC	Anne Richardson, Amy Cembor and Danielle Nash are planning to represent NEACAC at this event.	
AMC session on the Dream Act and Advocacy	Jon Westover and Danielle are working to out together a session for the AMC covering The Dream Act and Advocacy.	



NEACAC COMMITTEE CHAIR REPORT

Date: Feb, 2011

Committee Name: IDEA Chair(s) & Institutions: Matt Lane, Hopkins School

Committee Members & Institutions: Priscilla Alicea, Bryant University; Mary Bazanchuk, Elms College; Sofia Bertocci, Stevens High School; Leykia Brill, Amherst College;

Cameron, Dean College; Tony Carberry, Central CT State; Liz Daly, Framingham State; Marvin Diaz; Derick Eng, Bentley University; Laura Goldworm, Excel Academy Charter; Anne Goodeve, Springfield College, Chris Grant, Emerson College; Danielle Harrison, Springfield College; Carline Higgins, Westwood High; Kanicka Ingram, Quinnipiac U.; Julliana Jennings, Holy Cross; Jessie Lanham, North Country Union High School; Danielle Nash, Greenwich High; Kristy Neveau, Bryant University; Nakia Noble, Fairfield U; Kareem Nulan, Trinity College; Carmen Perez, Providence College; Yolanda Ramos, Anna Maria College; Joanna Sanborn, MATCH Charter; Chizu Shiono, Educational Consultant; Peter Sison, Merrimack; Emery Sykes, Amistad-Elm City; Ralph Tavares, Salve Regina; Emmanuel Tejeda, UVM; Erin West, URI;

Annual Goals: To create a stronger core committee, including sub-committees; to enhance programming options with an emphasis on Inclusion, Diversity, Education and Access for professional development purposes; to communicate the FCCT tools to our membership, as well as other professionals within the New England Region; to continue to run the Margaret Addis Memorial Scholars program and the annual essay competition effectively.

Call for Agenda Item(s): n/a

Initiative/Meetings/Events	Update & Progress toward annual goals	Next Steps
Margaret Addis Memorial Scholarship Sub-committee chair: Anne Goodeve	We have received 20 nominations for a goal of 20 recipients. The MAMS subcommittee will conference call next week to look through the nominees.	Once we've selected the recipients, we will be in touch with them and their nominees. We will communicate the information to Lynne, AMC, publications, etc. and get ready for the conference.
Essay Competition Sub-committee chair: Chizu Shiono	Chizu has successfully petitioned for larger prize moneys for our Essay award winners, bringing it to \$1000 for the grand prize winner and \$500 for each of the state award winners.	We will begin to publicize the essay competition soon with review and selection taking place in April and May.
Pre-conference 2011 Sub-committee chairs: Kia Brill and Kareem Nulan	We have a working title for our preconference session: <i>Asian and Pacific as the Model Minority: Who is Left Behind?</i> The AMC Preconference committee thinks this is great and now we are working on the details of the sessions and the speakers.	Kia and Kareem will be working to make sure this session has great speakers and panelists and that we can fill the time appropriately.
Sessions of AMC Sub-committee chair: Laura Goldworm	Under the leadership of Laura Goldworm, the IDEA committee put forth 8 sessions (in addition to the preconference session) to the Programming Committee.	The decision of which session to accept is in the hands of AMC Programming. Once they have determined the final slate of sessions, we'll follow up with each session.
Counselor Outreach and FCCT Training Sub-committee chair: Mary Bazanchuk	Mary and a small group are familiarizing themselves with the resources available through NACAC. Mary has submitted a session to present at AMC about these resources. There have also been e-blasts about these resources in the monthly e-blasts.	By the end of the year, we'd love to have these tools in the hands of our membership and will continue to think of ways to educate our colleagues.
Preliminary Conversation regarding Camp College and/or stand-alone diversity conference Sub-committee chair: Mike Cameron	With feedback from the Executive Board, we are trying to figure out if Camp College is in line with our mission and whether a partnership with NECBAC is appropriate. We all believe in the mission of the program, but want to make sure it lines up with our committee's goals.	The conversation continues. Trying to figure out if there is a way to get enough counselor education to add in to student programming in order for Camp College to work. Potential stand-alone diversity conference?

Comments and Recommendations: In this first year, I'm still trying to figure out the best way to translate big picture ideas into concrete goals. We have a very young and very energetic committee that is a joy to work with. And high, high hopes!



NEACAC COMMITTEE CHAIR REPORT

Date: 1/24/2011

Committee Name: External Relations

Chair(s) & Institutions: Christine Scafidi-Luzi

Committee Members & Institutions: Joanna Sanborn, Match Charter Public School, Sheila Bharucha, Match Public Charter School, Tom Walsh, Roxbury Latin School, Sara Brookshire, Emerson College

Annual Goals: 1.) To oversee the Annual Meeting and Conference, SI and ASSCI External Relations Sponsorships, 2.) To reach out to the New England school counselor associations for professional development partnerships involving exhibiting and advertising, 3.) evaluate current advertising rates and relevance as well as research what other ACAC's are doing with advertising (such as online, print, etc.)

Call for Agenda Item(s): _____

Committee Meetings / Initiatives / Events	Update & Progress toward annual goals	Next Steps
Conversation with the ACT (Larry Rich) – CSL	<ul style="list-style-type: none"> Discussed \$1500 sponsorships for both SI and ASSCI. 	Follow up with Larry Rich with specifics regarding sponsorships.
ER Sub Committee Meeting 1/24/2011 – CSL, JS, SB and TW	<ul style="list-style-type: none"> Divided state school counselor associations to continue goal of reaching out Divided affiliate ACAC's to research advertising rates and use of online advertising opportunities 	CSL, JS, SB and TW will reconvene in 6-8 weeks present research
Email conversation with SB regarding AMC ER sponsorship activities	<ul style="list-style-type: none"> Communication to last year's exhibitors & sponsors went out in December Communication to new prospects also went out in December We have four confirmed exhibitors, two of which include sponsors for evening entertainment and scholarships Hoping for twenty exhibitors for the Exhibitor & Sponsor social 	Continued communication with SB regard to upcoming AMC ER

Comments and Recommendations: _____



NEACAC COMMITTEE CHAIR REPORT

Date: 1/21/11 **Committee Name:** Member Services **Chair(s) & Institutions:** Sherri Geller, Gann Academy

Committee Members & Institutions: Karen Gerrior-Mariani (Brandeis), Amy Podbelski (Johnson and Wales), Jacquie Serafino (Dana Hall), Homer Turner (Newton South), Jane Robinson (TBA), Jacki Giordano (CollegeBoard), Cindy Jacobs (Malden Catholic), Kirk Daulerio (Bowdoin), Tom Gibson (retired counselor), Jeff Gallant (Boston College). Ex-officio Lynne O'Shaughnessy (NEACAC)

Annual Goals: Implement the new bylaws as they relate to membership: new applications, fees, criteria, website updates, etc.
Continue with other "member services" issues as they arise (includes reviewing applications for membership and general outreach initiatives)

Call for Agenda Item(s): Membership dues fees for new membership categories. Bylaw changes to Article III: Membership (for a future meeting/conference call before May?)

Committee Meetings / Initiatives / Events	Update & Progress toward annual goals	Next Steps
Communication with members	<ul style="list-style-type: none"> - Sent out a "holiday card" thanking members for their membership, instructing them about printing membership certificates, and alerting them to website enhancements and online directory abilities. Included NEACAC decal as a "holiday present." - Submitted "Do you know..." items for each newsletter this year, about various member services (online directory, website, membership certificates...) - Sent e-blast about directory and certificate availability. 	- Continue "Do you know..." series in newsletters.
Membership certificates	- Agreed to no longer mail membership certificates. Created personalized .pdfs of certificates; 33 members have printed one, to-date. They are easily accessible in the Members Only section of the website.	- None.
Membership fees	- Reviewed current dues and proposed fees for new membership categories.	EB and GB to vote on fees.
Updated the main membership application and developing new/revising existing "supplements"	- Have made significant progress in developing application for new membership categories and developing or reviewing "supplements" for Independent Counselors, Vendors, For-profit institutions, Gap Year programs, and Organizations/Agencies.	- Finish project by approving final layout/design, post to website, and review relevant website language/links. Must be ready to "go live" 3/1/11. .

Outreach initiatives	<ul style="list-style-type: none"> - Sent letter to non-member Vermont High Schools asking that they plan on paying NEACAC dues as part of their 2011-12 budget. - Coordinating with NACAC on their new national/regional outreach initiative. We have volunteers; we are waiting for next steps from NACAC. - Outreach activity in RI this spring is still possible. 	<ul style="list-style-type: none"> - Ongoing discussion.
Other/Miscellaneous	<ul style="list-style-type: none"> - Sherri and Lynne to participate in NACAC webinar about for-profit institutions. - Recommended to the EB that we re-visit the idea of having a Speakers Bureau. (Member Services Committee recommends ceasing it.) EB referred to Ad-Hoc Committee on Leadership for further discussion. - In discussion with IDEA committee about "Multicultural Recruiter" designation in directory. 	<ul style="list-style-type: none"> - Ongoing discussion.

Comments and Recommendations: Next committee chair recommendation still TBA.



NEACAC COMMITTEE CHAIR REPORT

Date: January 18, 2011

Committee Name: Nominating Committee

Chair(s) & Institutions: Bob Bardwell, Monson High School

Committee Members & Institutions: Julie Cairns, Salve Regina University, Janet Ferrari, The Met School, Dee Gardner, University of Maine, David Hautanen, Northeastern University, Debra Johns, Yale University, Matt Lane, Hopkins School, Kathi Moody, Lynnfield High School, Brenda Poznanski, Bishop Guertin HS, Deb Shaver, Smith College, Jill Teeters, Southern New Hampshire University, Rick Williams, Lyndon State College Upward Bound

Annual Goals: To prepare the annual ballot and select recipients for the Professional of the Year Award, William Neal Award and IDEAL Award

Call for Agenda Item(s): None

Committee Meetings / Initiatives / Events	Update & Progress toward annual goals	Next Steps
The Committee met via teleconference on January 4 and is in the process of finalizing the ballot with a president-elect, secretary and 6 assembly delegate positions.	The nominees have been notified and they are submitting information to Lynne for the ballot. Balloting will take place from March 15-April 15, 2011	Complete ballot
Professional of the Year, William Neal and IDEAL Award selection	The nomination form is now live on the NEACAC website. The deadline to nominate will be March 1, 2011. We will meet on March 11 to select the winners of the three awards.	Notify nominators and prepare for presentation at AMC at Stonehill.

Comments and Recommendations: _____



NEACAC COMMITTEE CHAIR REPORT

Date: January 20, 2011

Committee Name: Two Year College Committee

Chair(s) & Institutions: Lisa Barrett (North Shore Community College)

Committee Members & Institutions: Gayle Barrett (Connecticut Community Colleges), Michael Bosco (Benjamin Franklin Institute of Technology), Jessica Cabana (Benjamin Franklin Institute), Michelle Capozzi (Nashua Community College), Rodney Clark (Bristol Community College), Wayne Fraser (Lakes Region Community College), Kerry Gordon (Northern Maine Community College), Stacy Green (Eastern Maine Community College), Susan Hogan (Goodwin College), Chuck Kusselow (River Valley Community College), Karen Lavoie (Nashua Community College), Allison Marcotte (Great Bay Community College), Frank Meyer (NHTI-Concord), Ruby Morris Jones (Community College of RI), Deborah Pack (UNH Thompson School), Marguerite Raymo (Jonathan Law High School), Odilia Silveira-Harmon (Southern Maine Community College), Suzanne Solensky (Norwalk Community College), Sarah Wood (Massasoit Community College)

Annual Goals: Professional Development event geared toward entire membership, increase NEACAC memberships in two year college personnel, increase participation in two year college committee

Call for Agenda Item(s):

Committee Meetings / Initiatives / Events	Update & Progress toward annual goals	Next Steps
Meeting-December 10, 2010	Met with committee to continue planning annual professional development event. Determined topic, date and location of event and delegated duties to members regarding contacting speakers and securing venue.	Request menu options to determine if cost is prohibitive, narrow down list of speakers to contact, etc.
Meeting-February 11, 2011	Will meet to continue working on finalizing speakers for spring event and will work on putting together write-up/invitation, agenda and menu.	Send out invitation to membership regarding event, e-blast submission, etc.
December 2010, January 2011	Worked on contacting current committee members to have discussions regarding serving as chair of the two year committee.	Waiting to hear back from member who is seeking approval from supervisor.

Comments and Recommendations: _____



NEACAC COMMITTEE CHAIR REPORT

Date: January 24, 2011

Committee Name: Technology Services Chair(s) & Institutions: Abby Motson (The University of Alabama)

Committee Members & Institutions: Kibar Moussoba (SNHU), Tim Poynton (Suffolk), Mike Yager (Wheaton), Tyler Wentworth (UMass Amherst), Kate Moffat, (Cheverus High School), Keith Kosierowski (Kosierowski Education Group), Nicholas Cloutier (UMaine- Orono), Nicole Lentine (Champlian College), Defacto: Nakia Noble (Fairfield), Janet Ferrari (The Met School), Lynne O'Shaughnessy (NEACAC Exec Admin), Cicily Shaw (Trinity Academy), Chris Fox (USM)

Annual Goals: To further NEACAC's mission through technology by: a) providing incentives for membership b) collaborating with other committees to provide support in enhancing their mission c) providing new incentives for membership.

Comments and Recommendations: Need to work on finding an effective management technique for inspiring my committee volunteers to be consistent with their work: particularly Twitter updates. Managers and VPs feel free to send suggestions my way!

Committee Meetings / Initiatives / Events	Update & Progress toward annual goals	Next Steps
All sessions were recorded from SIAF 2010 and each one was edited as time allowed as editing and conversion to MP3 proved to be time consuming.	Due to file size and purpose locating a site to provide access is more difficult than I initially assumed. If we use our own site this will make costs substantially different with DASH.	I need to speak with Adam at DASH. The amount of files and size is (literally) a huge issue.
Touch base with AMC to discuss using Facebook/SM in preparations and registration for conference. Discuss photographer with Nakia for AMC.	Sent out an email to Kelly, Andrew, and Nakia	Done. Waiting on replies and scheduling a time to discuss.
Find a liaison to work as an in-between with PD and TS on Facebook to manage PD events on the Facebook site.	Elizabeth Cheron found a committee member with dual interest. I spoke with Chris Fox to explain the position.	Chris Fox is now a dual-committee member and I am happy that he will manage events on the Facebook page that are put on by PD.
Ensure that the photos that are taken annually by NEACAC photographers are available to use on the NEACAC website and media materials.	Assigned committee member in August to look in to and make suggestions as to the best method. These were made and discussed. Lynne has the verbiage for all future registration materials that will allow NEACAC to use photos taken at events.	Ensure that it is used in registration materials and continue to work with event planners with NEACAC to ensure understanding of purpose and use.



NEACAC COMMITTEE CHAIR REPORT

Date: 10/27/10

Committee Name: Communications Services Chair(s) & Institutions: Nakia Noble, Fairfield University

Committee Members & Institutions: Mary Bellamy, Cape Cod Academy; Heather Cavalli, Hyde School; Jacinda Ojeda, Stonehill; Cicily Shaw, Boston Trinity;

Annual Goals: 1. Enhance and maintain communications (i.e. newsletter and e-blast) 2. Implement Public Relation Strategy/Plan

Call for Agenda Item(s): _____

Committee Meetings / Initiatives / Events	Update & Progress toward annual goals	Next Steps
1. Style Guide approval by Governing Board for November Meeting.	Style Guide has been completed and updated with suggested changes.	Vote at the November Governing Board Meeting. Abby will spearhead in my absence.
2. Implement Public Relations Plan/Strategy.	Per EB recommendation, consider hiring Teresa Parrot as our advisor in these initiatives. Made initial contact and setting up conference to discuss details.	Speak with Teresa and lay out details.
3. Continue enhancing content material for the newsletter	Had e-mail communications with the committee about new ideas (i.e. counselor highlight, state-by-state report, etc.).	Engage committee members/GB members in submitting or seeking material for submission relevant to the profession.

Comments and Recommendations: _____



NEACAC COMMITTEE CHAIR REPORT

Date: 10/29/10_____

Committee Name: _Fiscal Oversight_____ Chair(s) & Institutions: __Raul Fonts – Providence College_____

Committee Members & Institutions: __Jon Westover, Kathi Moody, Julie Cairns, Mario Silva-Rosa, Steve McGrath, _Amy Cembor, Bob MacLellan, Anne Richardson_____

Annual Goals: Meet with TD Bank Financial Advisor for investment of Reserve Funds to reach goal of 100% of budget in reserve. 2. Establish Make a Difference Fund line item with \$4000.00 to seed this initiative in the first year. 3. Establish liaison structure from fiscal Oversight Committee to NEACAC committees for budget process.

Committee Meetings / Initiatives / Events	Update & Progress toward annual goals	Next Steps
Met in St. Louis to set goals for first year.	Send email of minutes to committee	
Meeting with Financial Advisor for recommendations on investment strategy.	Update committee on various options for investment.	Recommendation to E--board
Meeting on Nov. 3rd to discuss and review investment recommendations.	Decide on investment strategy with recommendation to E-board	Recommendation to E-board by Feb Meeting
Establish liaisons for Budget process.	Assign various committees to each member.	Contact with NEACAC Committee Chairs to update process

Call for Agenda Item(s): _Discussion of Investment Opportunities.

Comments and Recommendations: _TBA_____



NEACAC EXECUTIVE BOARD MEMBER REPORT

Date: October 25, 2010

Executive Board Member Name: David L. Hautanen, Jr

Position: Past President

Institution: Northeastern University

Call for Agenda Item(s): Update on the status of the petition to the Massachusetts Secretary

Committee Meetings / Initiatives / Events	Update & Progress toward annual goals	Next Steps
Served as NEACAC Chief Delegate	<ul style="list-style-type: none"> • Provided informational and training related communications to the Assembly Delegates • Strengthened Assembly Delegate Mentor programming • Made sure all 25 seats were filled with elected Delegates, alternate Delegates or appointed Delegates • Appointed Kirk Daulerio to fill the seat vacated by Don Fraser. His term will end in 2012 • Appointed Patience Fanella to fill the 25th seat for the balance of this year. • Supported the Nominating Committee in the effort to determine the desired mix of nominees for the Class of 2014 in order to meet the reduced size of our delegation and the desired secondary and collegiate balance. • Delivered an Assembly update at the St Louis General membership meeting. 	<ul style="list-style-type: none"> • Organize everything for the next Chief Delegate • Submit an update article to the late Fall Newsletter
On behalf of NEACAC members submitted a motion to the NACAC Assembly motion.	<ul style="list-style-type: none"> • Wrote, revised and submitted the motion in cooperation with NEACAC members and NACAC staff. • Garnered the official second of NYSACAC and the official support of Southern ACAC and Western ACAC. • Presented the motion on the floor of the Assembly 	
Supported the development of the Petition to the Massachusetts Secretary of The Commonwealth For Acceptance Of Filing Of The Restated Articles Of Organization		<ul style="list-style-type: none"> • Support the required in person vote in February 2011

Chaired the meeting of all Chief Delegates in St Louis		
Completed my term as Chair of the NACAC Rising Star Committee	<ul style="list-style-type: none"> • Updated all communications to award winners and those who were not selected. • Supported NACAC's effort to make sure the nominees and nominators were regarding the status of nominations were delivered in a timely manner 	
Attended all Executive Board meetings and supported the work of board members as appropriate.		
Served as the Executive Board liaison for the Member Services Committee, Articles of Organization and Bylaws Committee, Nominating Committee and the Assembly Delegates.		Various

Comments and Recommendations: _____



NEACAC COMMITTEE CHAIR REPORT

Date: 1/22/10

Committee Name: Technology Services Chair(s) & Institutions: Abby Motson (The University of Alabama)

Committee Members & Institutions: Kibar Moussoba (SNHU), Tim Poynton (Suffolk), Mike Yager (Wheaton), Tyler Wentworth (UMass Amherst), Kate Moffat, (Cheverus High School), Keith Kosierowski (Kosierowski Education Group), Nicholas Cloutier (UMaine- Orono), Nicole Lentine (Champlian College), Defacto: Nakia Noble (Fairfield), Janet Ferrari (The Met School), Lynne O'Shaughnessy (NEACAC Exec Admin), Cicily Shaw (Trinity Academy)

Annual Goals: To further NEACAC's mission through technology by: a) providing incentives for membership b) collaborating with other committees to provide support in enhancing their mission c) providing new incentives for membership.

Call for Agenda Item(s): None.

Committee Meetings / Initiatives / Events	Update & Progress toward annual goals	Next Steps
Committee met at SNHU in August to discuss status, responsibilities, projects, and delegate responsibilities	In some cases delegated responsibilities have proven to require frequent reminders. In others committee members have proven to be successful in showing initiative in accomplishing tasks.	Develop a method in which tasks are managed effectively and consistently.
Made purchases of technology for future use in NEACAC: lap top and digital recording speakers	Speakers were used in SIAF 2010 recordings and lap top is to be used by TS Chair in tasks and to edit recordings or for anything needed in NEACAC Tech future. Lap top was formatted and set-up by NEACAC agent to have it documented and set-up as	Use them.
Cicily Shaw attended SIAF 2010 and working with WPI volunteers assured that all sessions were recorded	All sessions were recorded and each one is being edited as time allows.	Continue to edit sessions and convert files from WAV to MP3.

