



2008-09 NEACAC Annual Report
to the NEACAC Membership
May 2009

2008-2009 NEACAC Annual Report

President NEACAC: Bob Bardwell, Monson High School

I am pleased to have this opportunity to file my Annual Report as President of NEACAC. I would first like to thank all of the members of the Governing Board and all of the various committees for their efforts that continue to make NEACAC the great organization that it is. This past year NEACAC has been most fortunate to have an extraordinary group at the helm of NEACAC. It has certainly made my job as President easier and more enjoyable.

The good news is that NEACAC continues to do just fine. Our membership is hovering around 3500. Despite the economy, our financial status is most healthy. The operating budget is over half a million dollars and our reserve is strong as well. The Executive Board is closely monitoring the fiscal situation to ensure we maintain our financial stability. Our Executive Administrator, Lynne O'Shaughnessy, continues to exceed expectations and keeps the office running efficiently. All of our committees have been working on their goals and providing quality programs and services to our members.

I told you last year that I am simply a steward of the Association. The beauty of NEACAC is that you, the members, do all the hard work. You join, you attend programs and you the members make NEACAC what it is. My unofficial theme for the past year was borrowed from Jim Collins, author of *Good to Great*. The findings of his research was that a handful of companies had several things in common which Collins hypothesizes took them from being good businesses to achieving greatness and therefore should be replicated by others in leadership positions. I believe that NEACAC is definitely moving in the direction from being good to great.

My goals for the year were as follows:

- To make NEACAC to be the premier college admission counseling resource in New England, to be on the tip of everyone's tongue and the undisputed leader in our field
- To improve upon the professional development opportunities that NEACAC offers to members and non-members
- To provide state level advocacy opportunities with legislators and other stakeholders in all six New England states to promote the school counseling profession
- To celebrate our accomplishments and why we make a difference in the lives of our students and to share these successes with our colleagues and stakeholders

I believe that we have made progress in reaching these goals, but there is always room to improve. I am grateful that I have been able to serve in the capacity as President this year and look forward to serving you, the members, in my role next year as Past President.

Past –President NEACAC : Debra Johns, Yale University

The role of past president changed slightly this past year so my main responsibility was getting 25 delegates trained and ready for the NACAC conference in Seattle. We had a great experience in Seattle and for Assemblies, this one was fairly uneventful. NACAC successfully passed new incorporation in the state of Delaware and approved major Bylaw revisions so for the next couple of years, regional and state Affiliates, as we are all called now, will need to look at their own By-Laws and policies and update and edit where appropriate. Other commitments included nominations committee member and their work will be highlighted elsewhere in this report. I will serve as Nominations Chair this coming year. I also worked closely with the sponsorship task force in year two and under the fine and persistent leadership of Maureen Dumas of Johnson and Wales University the task force has done fine work with and made significant recommendations for where we need to go in the area of sponsorship. I would like to thank this task force for everything they have done for the past two years. It has been an issue facing NEACAC for a number of years and commend the task force for rolling up their sleeves and tackling some the hard questions associated with sponsorship. Finally, I worked with Nakia Noble and Communications and their work for the year will be highlighted elsewhere in this report.

President-Elect NEACAC: David Hautanen, Northeastern University

My year as President-Elect has a year of learning more about NACAC and NEACAC in preparation for my second year of the 4-year presidential cycle when I serve as President. My year began with the NACAC Leadership Development Institute in Minneapolis, MN. There I had the opportunity to meet and get to know other members of my presidential "class," learn more about NACAC, and meet the candidates for the national Board of Directors. I also served on the NACAC Rising Stars Sub Committee, and have subsequently been selected to chair this national committee for 2009-2010. In March I attended the NACAC Legislative Conference. This was my first Legislative Conference and included a meeting of the Presidents Council, advocacy training and visits to the house and senate offices of the Massachusetts delegation. It was a tremendous learning experience.

In addition I attended NEACAC Executive and Governing Board meetings, and I have served as a liaison to the Annual Meeting & Conference, Technology, and the Two Year Colleges Committees. This provided me the opportunity to support each chair with a connection to the Executive Board. Of note I am particularly proud of the design and potential of our new website as a tool to communicate with and support our membership, and I am looking forward to the Annual Meeting and Conference at Western New England College. I also secured new chairs for the Annual Meeting & Conference (co-chair), Fiscal Oversight, Current Trends and Admission Practices (secondary side) committees, as well as a 2009-2010 Vice President.

I also explored the concept of a joint Annual Meeting and Conference with New York State ACAC. After initial conversations with NYSACAC indicated interest on their part, we completed a survey of our membership which indicated interest in and support for this concept. However in the end our colleagues from New York were not interested in following through on this effort. As a result a request for bids for the 2011 Annual Meeting and Conference has gone out.

Many of the other tasks associated with the role of President-Elect are in preparation of the upcoming year. I have been working on plans for the annual Executive Board Retreat July 22 and 23 in Salem, MA, the Governing Board Leadership Development Institute August 5 and 6 at Salve Regina University in Newport, RI, and for the NACAC conference in Baltimore in September.

Vice President: Kathi Moody, Lynnfield High School

In serving as Vice president this year, I've had many wonderful opportunities to work with and support the President of an association that is constantly in motion. I'm grateful for the experience of serving in this role and I'm inspired by the amount of volunteer work that goes on throughout the year.

In addition to my planning work for the membership meeting in Seattle, I was able to coordinate efforts to have NEACAC representation at the various New England State counselor conferences. I worked in conjunction with the membership committee to have NEACAC membership information available at the conferences and to also have members present sessions on behalf of NEACAC when possible. Forming partnerships with these organizations is an important part of increasing both visibility and membership for school counselors in New England and I'm eager to see this effort continue.

Executive Administrator's Annual Report: Lynne O'Shaughnessy

The past year has been my real first full year as the Executive Administrator. I was able to see all the programs from beginning to end. Some of the major activities I was involved with include College Fair registration and sponsorship solicitation for the college fair posters and bags, Student in Admissions Forum Registration, publishing and soliciting sponsorship for NEACAC's Resource Directory, overseeing Membership Certificate and Card printing and mailing, Career Colloquium registration, Annual Meeting Registration and solicitation and corresponding with sponsors and vendors, Summer Institute Registration, Advanced Secondary School Counselor Summer Institute Registration and working with the Nominating Committee to build the ballot for 2009. I also served on the Ad Hoc Sponsorship Committee, Annual Meeting and Conference Planning Committee, Membership Committee and Technology Committee. The website redesign was a large project that had a terrific outcome. The new website has received many compliments and working

with the Technology Committee in helping to deliver the redesign was a project for which I am quite proud. The Treasurer transition and hiring a new bookkeeper for NEACAC was another area that took some of my time this past summer and now has proved to be a better way for NEACAC to do business.

Day to day activities include providing timely customer service to NEACAC's membership and prospective members, as well as advertisers and sponsors of NEACAC. Tracking payments and invoicing members and sponsors for all programs throughout the year is another aspect of the job that happens on an almost daily basis. Additionally, the managing of the web site and making sure that information is updated regularly is an ongoing process. Overseeing all printing and mailing that is done by NEACAC has allowed me to establish a relationship with our various vendors and to learn the most cost effective and efficient way of doing business.

I enjoy communicating with NEACAC's members and leadership and look forward to the upcoming year.

Governing Board Committee Reports

Committee: Admission Practices

**Co-Chairs: Helen Burke Montague, Moses Brown School
Sara S. Ramirez, Emerson College**

The Admission Practices Committee continues to work on resolving reported incidents of infractions of the Statement of Principles of Good Practice. In addition, the Committee seeks to educate the membership about the SPGP. A session with case studies was presented at the NEACAC annual conference, and a presentation was planned for the professional development workshop, A Taste of NEACAC (the workshop was cancelled). For the third consecutive year, the Committee will conduct a session at the upcoming annual conference. Last fall, Committee members received the Rising Star Award at the NACAC Annual Conference in Seattle. The Award was given in recognition of their work on the *Top Ten Things Students Should Know* poster mailing. The Committee is still awaiting receipt of the award certificates.

Committee: Annual Meeting & Conference

**Co - Chairs: Elizabeth Hamlin - Volz, University of Vermont
Wanda Suriel, Regis College**

The 2009 Annual Meeting and Conference committee was comprised of a well-balanced mix of experienced members and new, energetic members. As we gathered to plan this year's conference many creative ideas and thoughts merged together as the committee's goal was to continue to build on the success of previous AMC while also offering refreshing opportunities for membership. Given the national economy and number of institutions who have had budget cuts, the committee planners have been fiscally conscious. As the Annual Meeting and Conference approaches, we are excited about the number of registered attendees. With funds from the Annual Meeting and Conference Committee, the Human Relations and Diversity Awareness Committee and NRCCUA, we were able to offer 16 scholarships for one-day registrations to the Conference.

Overall, the committee received a diverse number of session proposals, and will offer over 75 sessions. The Committee worked to add more sessions to the Thursday program, knowing we'd receive more one day registrations based on the economy and the location. The counselor bus tour of area colleges in Springfield received a good number of responses for participation from school counselors. The pre-conference activities allowed membership to professionally develop their talents within key areas which included a Middle Management, Alumni in Admission, and Counselor Educator's workshop. Additionally, the community service committee provided members the opportunity to work with a local high school in which both admission and college counselors were able to provide a workshop on the college process to approximately 300 juniors. Likewise, the community service committee collaborated with Entertainment Committee to garner donations for the Key Program, Inc. and the Imagine Fund, by selling BINGO cards for \$5.00 and raffle tickets.

Committee: Bylaws

Chair: John Lintner, Kent School

The Bylaws Committee has contracted with a lawyer who has represented NACAC in the recent move to incorporation in Delaware and the revision of NACAC bylaws. She will be helping NEACAC in our similar process. We have obtained formal documents from the Commonwealth of Massachusetts where we are incorporated as a nonprofit organization as a necessary preliminary to this process.

We will have an interim report for the Governing Board meeting in May. Also, in May at the Annual Meeting and Conference, John Lintner will do a presentation on the revision process, providing background history, current position in the process, and expected time line for rolling out and considering new articles and bylaws. Various topics of concern having to do with membership categories and definitions will be presented by Sherri Geller of the Member Services Committee at that same presentation.

We are not sure now when the new articles and bylaws will be ready for general discussion, but we are hoping that discussion can begin in September. The membership will be asked to consider proposed changes and vote on them in the future. We are not sure now when that membership vote will be scheduled. We want to be sure that we publicize and discuss the issues before that vote.

Committee: College Fairs

Chair: John Hamel, Suffolk University

This year the College Fair Committee added a new fair at the College of the Holy Cross. This has been an excellent addition for the students and counselors in central Massachusetts. The College Fair Committee has worked at great length to build a fair schedule that is respectful of the commitments that the host institutions make for their own students and the local community. This year the fairs at U Mass Dartmouth and Western New England College are scheduled for the same day. This is largely due to the availability of the facilities on these campuses. We have also worked to build a schedule that is respectful of both Jewish holidays that occur during the fall.

This year we also added an on line assessment form for the representatives that attended the fairs. This has been helpful in streamlining communication and comments associated with each of the fairs.

The future interest of NEACAC depends on the ability to expand the services that we provide member schools. As travel becomes more expensive and schools seek alternative ways to reach out to students, the committee does think that it continues to make sense to offer and aggressively promote some sort of on-line college fair for students and counselors.

Committee: Communications

Chair: Nakia Noble, Fairfield University

Coming into the chair position this year had its challenges, but proved itself to be a rewarding experience. As of this year, the Communications Committee was no longer responsible for website content and maintenance, thus giving us the opportunity to focus on our publications. As a result, much focus went toward improving the quality of our e-blast and newsletter. In the upcoming year, we will continue to build upon these things, along with building membership and initiatives for an online newsletter.

This year, we were able to partner with Target X, a well-known interactive marketing and technology firm, to assist in a new and innovative design for the monthly e-blast. Through Target X, we have been able to drastically improve the appearance of the messages with the option of graphic capabilities and color. The company also allows for a much-more user-friendly method of distribution, which is convenient for both the committee and the Executive Administrator. We will continue to work on the appearance of the e-blast, so that it will reflect the look of the website. The company is offering the service to us at no cost.

For the newsletter, our goal was to find ways to make the content more appealing and resourceful for the membership. To do this, we evaluated whether the newsletter was actually being read and what types of information readers wanted to see. This information had already been compiled through a number of past surveys and the committee took on the task of implementing a few new features to the newsletter. The newsletter now includes a resource page (The Reading Nook),

highlights of member institutions, and more editorials. We will continue to find new and interesting things to add for the quality of the publication. Also, in January 2009, a new designer was assigned to NEACAC at the publication company, Anray. As a result, we have begun to tweak the appearance of the publication to have a more updated and appealing look. In the future, we plan to have the newsletter reflect the look of the website.

One thing we hope to improve and work on for the upcoming year is committee involvement. We were able to increase the membership this year to eight members at one point. However, consistent involvement existed only amongst a few. As a result, I hope to rebuild the committee membership and find ways to make sure that folks are consistently and actively engaged in the responsibilities.

In the upcoming year, we are also looking to propose the idea of moving toward the newsletter being an online publication, with the option of receiving a paper copy upon request. The proposal suggests that there will be one issue, the Spring issue, that will be mailed to every member and all other issues will be available online through a message that is distributed at the release of each issue. This will reduce postage cost, printing costs, and will encourage more utilization of our website.

Committee: Current Trends

Chair: Laura Oliveira, Salve Regina University

The Current Trends Committee has been expanded to include new members, many of whom are also on the Governing Board. The committee also has a new member from MEFA which adds a critical Financial Aid link. Raul Fonts was named NACAC liaison to the committee as well.

Notes from the NACAC Current Trends/Future Issues committee were shared with the group and laid the starting foundation for discussions through the year.

Initiatives for the year included proposals for three sessions at AMC on Current Trends- the 3rd Enrollment/Director of College Counseling Forum, focusing on recent trends; a session on gender balance issues in single-sex secondary schools and a session on Common App issues from both sides of the desk. We will also host an open session for the membership at AMC to hear what trends the member ship would like the committee to address next year. Raul Fonts will moderate this session.

Brenda Poznanski will take over as Chair of committee. It has been an honor to get this committee off the ground as I feel it plays an important role in setting the agenda for the work of the NEACAC committees and Governing Board in these challenging times.

Committee: Fiscal Oversight

Chair: Steve McGrath, ETS/Trio

This year was a year in transition. It began with excellent news from both Annual Meeting and Summer Institute. Long a goal of Fiscal Oversight was to restore both of these activities to the side of revenue generation. Thru the hard work of the committees that produced these events that goal was accomplished. Fall saw the abrupt change in the economy and fortunately for NEACAC much of budget for this year was not affected. Winter saw Fiscal Oversight and the Executive Board take a hard look at the budget to see if any mid course corrections were needed. None were.

At present we are in the process of setting a budget for next year and are looking at both reduction in revenues accompanied by reduction in expenses.

The committee has met as needed but only by conference call and e-mail.

Looking back at my 3 year term I want to thank all on the committee for their involvement and for their help and support. I look forward to staying active on the committee but am happy to pass the gavel on.

Committee: Governmental Relations Committee

Chair: Jon Westover UMass Amherst

This past year has been exciting for the Governmental Relations Committee. In March of 2009, 9 NEACAC members from all states within the association attended NACAC's Legislative Conference. During our time in Washington, DC we visited 24 Congressional and Senate Offices speaking in support of school counselors, and financial aid for our students. NEACAC, MASCA, and The College Board have spent the last 18 months working on an advocacy campaign for Massachusetts. They have formed a partnership to explore advocacy for school counselors throughout New England. In February 2009, over 100 school counselors attended an advocacy day held at the State House in Boston, MA. The coalition is continuing its work with a meeting at the Massachusetts Department of Elementary and Secondary Education in mid-May. In addition, MA State Representative Peisch has introduced two bills on behalf of the coalition in support of school counselors. The coalition continues to meet on a monthly basis.

Initiatives and recommendations for next year:

- Strengthen the role of State Representatives to the Committee
- Develop better communication with the membership regarding governmental relation issues through newsletter submissions and multiple monthly e-blast submissions
- Continue to advocate for School Counselors on the state-level
- Encourage other states in the association to become interested in advocacy in their own states.

Committee: Member Services

Chair: Sherri Geller, Dana Hall School

The Member Services Committee had a very productive year. Our new subcommittees (for Membership Application Review, Outreach, By-Laws, and Programming) allowed volunteers to focus on area(s) of interest and work in small groups or independently.

Some highlights of the year:

- Approved new memberships for schools, independent counselors, and organizations.
Created a new brochure, "Ten Terrific Reasons to Join NEACAC" and distributed it at the VT, ME, MA, and CT ASCA conferences and at an ACT workshop in CT. Developed plans to do exchanges with ASCA groups (website links, newsletter articles and advertisements, professional development) to promote membership.
- Wrote to non-member high schools in MA, southern NH, and RI offering incentives to join NEACAC and an invitation to a "Taste of NEACAC" event featuring a discussion about how the economy affected this year's application process. While we cancelled the event due to low registration numbers, we yielded 58 new members from 14 secondary schools (to-date) from the mailing.
- Made progress in updating the Membership section of the By-Laws.
- Tabled discussion on raising membership fees, due to the need to revise membership categories (as well as budget concerns.)
- Worked with the College Fair committee chair to revise language about College Fair exhibitors (as related to NEACAC member benefits.)
- Agreed to continue to print a Resource Directory, but we are pursuing ways to save money on publication and distribution costs of the directory, membership certificates, and membership cards.
- Received a NACAC Presidents' Council Grant for 10 new high school memberships.

The Committee thanks Lynne O'Shaughnessy for coordinating our membership activities and Maureen Dumas for selling advertisements for the Resource Directory.

Members of Sponsorship taskforce: Deb Johns (Yale University), Sherri Geller (Dana Hall), Jim Tweed (Lasell College), Joe DiCarlo (Northeastern University), Julia Varriale (Wheaton College), Maureen Dumas, Chair (Johnson & Wales University)

1. Developed a Statement of Purpose which was approved by Bob Bardwell
 - a. This committee will lay the foundation for targeted sponsorship opportunities for NEACAC that can be implemented annually. In addition, the committee will identify areas that need immediate action and implement strategies to ensure maximum cultivation.
2. Identified process behind NEACAC sponsorship and advertisement.
 - a. A sponsorship guide (toolkit) was developed for selected committees.
3. Identified and developed donor list equivocal to NACAC and NYACAC
4. Assisted with sponsorship activity where needed throughout the year
 - a. Membership & Resource Directory and Annual Meeting
5. Provided recommendations for NEACAC in regards to the future of a Sponsorship Committee.
 - a. Chair attend annual Leadership Development Institute to provide training and create an awareness of sponsorship with each committee
 - b. Committee responsible for revising and updating sponsorship brochure
 - c. Committee manages sponsorship for Membership & Resource Directory
 - d. Committee manages exhibit hall for Annual Meeting and Conference

Committee: Nominating

Chair: Sheila Nussbaum, William H. Hall High School

Nominations for Executive Board and delegate positions:

We had more than one nominee for President elect, resulting in Anne Richardson as our nominee. Secretary nominee was a singleton: Janet (Goulet) Ferrari, who was also nominated for delegate.

Delegate Voting: In an effort to inspire nominations for officers and delegates, a mailing with more extensive information in a letter, the website, newsletter and e-blasts were used, as well as communication with Governing Board members. We had fifteen nominations for delegates on the secondary side (five delegates rotating off) and eleven nominations on the college side (one delegate rotating off). Some nominees chose not to pursue the nomination resulting in eleven for secondary, from which we chose nine for the ballot, and seven on the college side from which we chose three. We launched a "get out the vote" campaign by sending all nominees guidelines on contacting NEACAC/NACAC members and a list of those members with phone numbers in an effort to improve the percentage of members that voted for delegate. This was also sent to the nominating committee and the Governing Board members in hopes of improving voting percentages. Percentages were not much different from past years.

Our elected members were as follows: President Elect: Anne Richardson of Kents Hill School in Kents Hill, Maine.

Secretary: Janet Ferrari of Simmons College in Boston, Massachusetts.

Delegates : Collegiate: Jason Cloutier of Xavier University in Cincinnati, Ohio; alternates are Eric Nichols of Stonehill College and Janet Ferrari of Simmons College in Boston.

Secondary: Don Fraser of the Met School in Providence, RI; Matt Lane of Hokins School in New Haven, CT; Brenda Poznanski of Hollis Brookline H.S. in Hollis, NH; alternates are Kathi Moody of Lynnfield H. S. in Lynnfield, MA, Dean Collins of Madison Area Memorial H.S. in Madison, ME, and Danielle Nash of Greenwich H.S. in Greenwich, CT.

Awards Nominations:

Newsletter articles, information on the website, e-blasts and communication with the G.B., nominations for Counselor of the Year resulted in seven nominations for Counselor of the Year, all of which were very well qualified for this award. We have standardized six to receive COY each year representing as many states as possible. The committee decided to add one more award winner in view of the quality of our nominees. (see attached)

There were four William Neal Nominees and Wanda Suriel of Regis College in Boston, MA was selected.

Best practices for Nominating committee are still a work in progress as we continue to standardize and clarify our process and procedures.

Nominee	Institution
COY	
<i>SECONDARY NOMINEES</i>	
<i>David Berrill, Director</i>	<i>Farmington High School Farmington, CT</i>
<i>RuthAnn Cowger, School Counselor</i>	<i>East Grand High School Danforth, ME</i>
<i>Carolyn Dwyer, Dir. Of Guidance</i>	<i>Mount St. Joseph Academy Boston, MA</i>
<i>Beth Mantell, School Counselor</i>	<i>Newington High School Newington, CT</i>
Tom Wile, Dir. of Guid.	S. Burlington H.S., Burlington, VT
<i>COLLEGE NOMINEES</i>	
Christine Bryan, Assoc. Dir. of Admissions	U. Mass @ Lowell
Jess Shafer, Asst. Dir. Of Admissions	<i>York County Com College Wells, ME</i>

Committee: Professional Development
Chair: Andrew Rosabianca, Northeastern University

This year, the professional development committee was charged with hosting new and traditional programs, and to spread our program offerings throughout the 6 New England States. While we did not host an event in each state, the committee feels that it made enormous progress towards that goal with the programs that we did offer. Also, involvement of the membership of the committee and the quality of programs that were hosted increased greatly for this year. The programs that were completed were the Student in Admissions Forum, the Career Colloquium, an ACT Workshop, and a Middle Management Workshop.

Committee members this year were asked to join a “sub-committee” within the Professional Development Committee to assist in the planning, implementation, and follow-up of each program. This worked very well, as committee members felt a direct connection to each program, and membership was solidified within the committee. Since this worked well, and committee members became familiar with the content of the programs they worked on, planning for these programs for the upcoming year can begin earlier, and there will be more time to brainstorm new ideas to meet the needs of the NEACAC membership.

The Student in Admissions Forum was held at Providence College in Rhode Island on September 13, 2008. There were over 100 participants from schools throughout New England. The forum included sessions for both admissions professionals and student leaders involved in student run admissions programs. Feedback from the program was very positive, and site for 2009 are currently being reviewed to hold the program again.

The ACT Workshop was held at Mitchell College in Connecticut on March 11, 2009. The main audience of this program was school counselors, and in total, there were 27 participants. The workshop was designed to give counselors a perspective on the ACT and to help them better guide their students. The program included a brief history of the ACT and a discussion of the realities and myths of college placement testing. Presenters included staff from the ACT and school counselors. We have already received requests to host this program again in various locations throughout New England.

The Career Colloquium was held in two locations this year on consecutive days to try and accommodate participants throughout New England. The first program was held at Saint Anselm College in New Hampshire on March 30, 2009. The second program was held at the College of the Holy Cross in central Massachusetts on March 31, 2009. There were 13 participants at the Saint Anselm program, and 23 participants at the Holy Cross program. Professionals

from both the college and secondary school side, as well as professionals from Spellman and Johnson (a recruiting firm), were available to speak on a panel to young professionals interested in a career in college admissions or secondary school counseling. Resume review was also conducted, and the feedback was extremely positive.

The Middle Management Workshop will be held as a pre-conference workshop at this year's Annual Meeting and Conference at Western New England College in western Massachusetts on May 27, 2009. We anticipate around 25 participants of the pre-conference workshop. This is our first attempt at a program like this in our region, and we are hoping to continue to expand upon and hold this program every year for our membership. We saw the need for this program to continue to develop members in various stages of their career. Some of the topics that will be covered are leadership, communication, management, supervision, and budget.

Committee: Technology

**Co-Chairs: Tricia Weyand. Scarborough High School (ME)
Abby Motson. Western New England College (MA)**

During this first year as a new committee we have built upon the research done by Julia Varriale and an ad-hoc committee. The technology committee has used this research to create the new site which went live in March this year. The desire was to update the look of the website while retaining current functionality and ease of administrative use and ensuring compatibility with the current access database. Mostly the work has been to re-allocate content into a more organized framework. Our goal has been for members to find the website more informative and easy to use. All the changes are based on the research from the ad-hoc committee and professional advice from DASH to make the web information more immediate to the viewer and get them quickly to the most important components.

Our committee of eight has now separated into two sub – committees and we are working on the following goals:

1. The creation of a travel data base for College Admissions Counselors.
2. The evaluation and implementation of ideas forwarded from Anne Richardson and an ad hoc committee on Secondary School Membership.
3. Up-dating photos on the website.

Committee: Two Year Colleges

Chair: Laurilee Shennett, Great Bay Community College

This was a learning year for the Two year College committee, as I became the new chair and had a time of learning and adjustment in taking over the new role. We met several times over the year at different locations and planned an event for the spring to encourage participation from the western NH area and the Vermont area as well.

The spring event 2009 will be held on May 15th immediately following the NEACAC fair at Franklin Pierce University. The title of the workshop is Electronic Transfer of Transcripts and will be held from 11:30-1:30 with a presentation on this service from ConnectEdu! We hope for a good turnout of both 2 and 4 year members, as well as high school counselors possible. Lunch will be provided.

We had planned to present a pre-conference workshop in partnership with College Board at the NEACAC Annual Meeting, but a few weeks prior I was denied leaving the state of NH on travel of any type, so this workshop was cancelled, and we plan to revisit it for the fall workshop in October.

The list of members has been updated and the focus is on attracting more membership from Vermont and re-energizing the Maine members to be active once again in the committee.

Further plans for workshops for spring 2010 would be to host an event that focuses on Web outreach and social networks for prospective and current students, as it relates to two year colleges in general.

The NACAC policy of tuition deposits being refundable until the deadline of May 1 was brought forward to NACAC as an issue for two year colleges as we have very different population of students, rolling admission, and Board of Trustee

policies that prohibit refund of any tuition deposit. This matter is still being reviewed at NACAC Admissions Practices level.

I was able to go to NACAC annual meeting and gain a better perspective of the national operation of the professional membership, nationally. I did not run for assembly delegate this year as I wanted the year to adjust to being a new chair and learn my responsibilities in that role. Next year I do plan to run for Assembly delegate for NACAC in an effort to have a larger voice on the national level of two year colleges and our unique needs and issues t hat we face each day, which I feel is relevant and necessary.

May, 2009