



**National Alliance of Concurrent Enrollment Partnerships
Board of Directors
Summer Conference Call Meeting Minutes
July 27, 2010**

Executive Board Members

President: Ted Ungricht (Utah Valley University)
Past President: Vacant
Vice President: Lynn Burbank (University of Minnesota, Duluth)
Treasurer: Kent Scheffel (Lewis & Clark Community College)
Secretary: Sandra Gonzalez (Schenectady County Community College)
Member at Large: Eric Young (Syracuse University)

Committee Chairpersons and Representatives

Accreditation Committee: Jan Erickson (University of Minnesota, Twin Cities)
Communications Committee: Julie Williams (University of Minnesota, Twin Cities)
Governmental Relations Committee: Spencer Childs (Utah Valley University)
Membership Committee: Elena Samson (Finger Lakes Community College)
Research Committee: Gillian Thorne (University of Connecticut)
4-year Private Postsecondary Institutions: Dennis Waller (Northwest Nazarene University)
4-Year Public Postsecondary Institutions: Ginger Ramsden (University of Southern Indiana, Evansville)
2-Year Postsecondary Institutions: Peggy Sadler (Salt Lake Community College)

Executive Secretary (ex-officio member) Adam I. Lowe

1 Participating: Lynn Burbank, Sandy Gonzalez, Eric Young, Jan Erickson, Julie Williams, Spencer Childs,
2 Elena Samson, Ginger Ramsden, Dennis Waller, Peggy Sadler, Adam Lowe.

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4 Absent: Ted Ungricht, Kent Scheffel, Gillian Thorne

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6 Meeting came to order: 11:05 a.m. EST

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8 Consent Agenda

- 9 • Items on the consent agenda included:
- 10 - Approve Minutes from the June 24, 2010 Board Meeting
 - 11 - Fix Aug. 1, 2010 as the date of record for eligibility for voting in officer elections
 - 12 - Fix Oct. 1, 2010 as the date of record for eligibility for voting in the annual Business
 - 13 Meeting
 - 14 - Approve list of persons for consideration as nominees for elected positions
 - 15 President – Lynn Burbank (University of Minnesota, Duluth)

16 Vice President – Sandy Gonzalez (Schenectady County Community
17 College)
18 Secretary – Ginger Ramsden (University of Southern Indiana)
19 Member-at-Large – E.J. Anderson (Rio Salado College)
20 Elena Samson (Finger Lakes Community College)
21 Representative from Four-Year Public Institutions –
22 Jaclyn Dumond (University of Southern Indiana)
23 Ranelle Eubanks (University of Arkansas at
24 Monticello)
25 Fabiola Juarez-Coca (Boise State University)

- 26 • **Julie moved to accept the items on the consent agenda. Peggy seconded; unanimously**
27 **approved.**

29 Update on Strategic Planning

- 30 • **Ginger moved to accept the following timeline: Each group will post its prioritized**
31 **action plan to Ning by Aug. 15. Board members will have until Sept. 1 to offer**
32 **comments. Groups must finish a cost-benefit analysis for their action plans by Oct. 15.**
33 **Dennis seconded; approved unanimously.**
- 34 • Adam will provide a common format for posting the action plans

36 Budget Development for 2011

- 37 • Adam and Kent submitted a proposal in which the budget for calendar year 2011 would be
38 discussed and adopted by the incoming Board on Oct. 26. See **Attachment A.**
- 39 • **Ginger moved to accept the budget development proposal. Dennis seconded; approved**
40 **unanimously.**

42 Bylaw Amendments

- 43 • **Peggy moved to approve the proposed change in Article V. Section A establishing a**
44 **President-elect rather than Vice President position. Section A. Elena seconded;**
45 **unanimously approved.**
- 46 • **Eric moved to accept the proposed changes in Article V. Section B regarding the**
47 **number of board members. Ginger seconded. Sandy moved to amend the motion to**
48 **change the proposal to state that board members would number “not less than thirteen**
49 **(13)” rather than “fourteen (14)”. Dennis seconded. Motion amending the proposal was**
50 **approved with one nay vote. Motion to accept the proposal, now amended, was**
51 **approved with one nay vote.**
- 52 • **Elena moved to approve the proposed change in Article V. Section D.2 to clarify**
53 **succession role of the President-elect. Eric seconded; unanimously approved.**
- 54 • **Dennis moved to approve the proposed change in Article V Section D.6 to require board**
55 **experience for the President-elect. Peggy seconded. Elena moved to strike the line**
56 **“Members of the Executive Committee may not serve as the Chair of a Standing**
57 **Committee.” Ginger seconded. Motion amending the proposal was approved with one**
58 **nay vote and one abstention. Motion to accept the proposal, now amended, was**
59 **approved with one nay vote and one abstention.**
- 60 • **Elena moved to approve the proposal to change all references to Vice President to**
61 **President-elect. Sandy seconded; approved unanimously.**
- 62 • **Eric moved to approve the proposal for Standing Rule 11 stipulating a President-elect**
63 **nominee must have NACEP Board experience. Peggy seconded; approved with one**
64 **abstention.**

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- Elena moved to approve the proposal for Standing Rule 14 regarding the election schedule. Dennis seconded; unanimously approved.
 - Peggy moved to accept the introduction of two new bylaw proposals to the table. Elena seconded; unanimously approved.
 - Elena moved to accept the proposed change for Article X stipulating the Committee Chairpersons shall report to the Executive Committee rather than Vice President. Eric seconded; unanimously approved.
 - Sandy moved to eliminate Section J from Article IV. Julie seconded; unanimously failed. Dennis moved to approve a proposal for Section J with the following language: “At all meetings of the Board, the President, or in his/her absence, the President-elect, or in his/her absence, a chair chosen by the Board, shall preside.” Jan seconded; unanimously approved.
 - Members will review bylaws by Aug. 3 and send any grammatical/wording corrections to Sandy. Final versions will be sent to the board prior to distribution to the voting members for approval at the Annual Business Meeting on October 25th.

81 Accreditation Conference

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- Adam noted that he plans to attend the Association of Specialized and Professional Accreditors conference in September, as this could prove a valuable resource for NACEP.

85 Ginger moved to adjourn. Peggy seconded; unanimously approved.

86 Adjourned: 12:50 p.m. EST

**PROPOSED CALENDAR YEAR 2011
NACEP BUDGET DEVELOPMENT PROCESS**

August 15	Committee chairs/officers submit priority activities for calendar year 2011 to the Executive Committee
September 1	Executive Committee provides feedback
September 15	Committee chairs/officers submit budget request to the Treasurer and Executive Secretary, along with any revisions to the priority activities
October 1	Treasurer & Executive Secretary prepare draft budget to present to Executive Committee for review & revision
October 15	Draft budget distributed to existing and proposed Board members
October 26	Budget discussed and adopted by incoming Board