

2015 AIEA Conference
Association Breakfast
Wednesday, February 18, 2015
Washington Marriott Wardman Park
Washington D.C.

7.45 – 9.00 am

Members in the Presidium: Harvey Charles, Jenifer Cushman, Sabine Klahr, Gil Latz, Darla Deardorff, Terence Miller, Gil Merx, and Rodolfo Hernandez.

Harvey welcomed and thanked everybody for their participation in the AIEA 2015 Breakfast Business Meeting.

1. Harvey thanked Istituto Lorenzo de' Medici (LdM) for sponsorship of this breakfast plenary and introduced the LdM Dean of Academic Development, Dr. Eny di Iorio, who shared some brief remarks.
2. Business Meeting
 - Harvey shared some thoughts at the conclusion of his year as President of AIEA, noting the following outcomes over the last year
 - a. Development and launching of the new SIO Academy (in Spring 2015)
 - b. Submission of new AIEA Bylaws to AIEA members today.
 - c. Implementation of the Strategic Plan.
 - d. Creation of the Innovation Award in Internationalization.
 - e. Growth of the AIEA membership and conference attendees.

He also noted the commitment of AIEA members, the Secretariat, and the Executive Committee, to whom he conveyed his gratitude for making his Presidential tenure rewarding and enjoyable during the last year.

He took the opportunity to highlight the participation of sister organizations from around the world and the representation of 40 countries in the conference.

Harvey thanked AIEA Executive Committee outgoing members: Sabine Klahr, David Fleshler, and Andy Gillespie and noted the continued support of the current members. He mentioned that he looks forward to continuing to support and serve AIEA.

He invited AIEA members to review the AIEA Newsletter, where AIEA Committee Reports have been published and to become more acquainted of associational activities and opportunities.

He also invited AIEA members to participate in the Town Hall meeting after the Breakfast Business Meeting to share and/or discuss any questions regarding the association.

- Harvey invited Gil Merx, AIEA Treasurer, to share his report.

Gil shared general revenues and expenses for FY 2014 for the association, pointing out that the conference generated about 45 % of total revenues, followed by conference sponsorship (22%) and members' dues (32%). He took the opportunity to recognize and express appreciation to the sponsors for their support. He explained that most expenses are related to the conference (50%) and associational operations (41%).

Overall he reported the good financial position of the association, comparing projected 2014 budget with actual 2014 budget. Actual revenues were approximately 16.2 % more than expected, while expenses were approximately 24.7 % less than the projection. Also he presented the 2015 budget projection: \$994,500 for revenues and \$979,250 for expenditures.

Gil also shared the statement of the financial position of the association as of December 31, 2014, highlighting the endowment funds in the amount of 1.3 million dollars.

- Darla presented the Secretariat Report, reminding AIEA members that this association is led by AIEA members for AIEA members, who identify associational needs to serve the leadership community of international education:
 - a. Recognized the support of AIEA members, sister organizations, and executive committee.
 - b. Thanked her team: Staff members Dafina Blacksher Diabate and Katy Rosenbaum, and event coordinator Jo Ann O'Connell.
 - c. Reminded AIEA members that the Secretariat Report is published in the AIEA Newsletter, noting 16% growth in membership.

She also provided an update on the conference, including:

- a. 926 registrations for the conference, the highest number to date, with most attendees being AIEA members,
 - b. 40 countries represented, with the highest number of participants, outside the US being from Canada, United Kingdom, Australia, and Japan.
 - c. The participation of delegations from Ecuador and Russia.
 - d. Majority of conference attendees have been in their SIO positions 5 years or less period.
 - e. Thanked presenters, sponsors, volunteers, interns, and all AIEA members for their participation and support.
- Harvey invited Sabine to present her report on the Nomination Committee:

Sabine congratulated Gil Latz on his election as AIEA President – Elect and welcomed the new chair of the Membership Committee, Jeet Joshee, and new Executive Committee members: Jennifer Robertson, Cheryl Matherly, and Alba De Leon.

Sabine thanked AIEA members for voting in the last election, but also encourage them toward greater participation in the future elections, particularly due to a lower voter turnout (of around 20%) in the last election. She invited them to nominate candidates and to vote in the fall election.

- Harvey introduced AIEA members to the new AIEA Bylaws, with a short introduction. The new Bylaws are the result of conversations in the last two years on AIEA's strategic plan and its implementation. Given AIEA's new strategic plan, AIEA's legal documents need to be realigned - hence the new bylaws. Paper copies of the new Bylaws were available on each of the tables and were previously distributed electronically to all members with the Annual Meeting announcement as well as on the AIEA web site in the members' only section. Harvey explained that the new Bylaws will enable AIEA to be aligned with governance structures of similar non-profit organizations. In particular, these bylaws will assist AIEA leadership in implementing a quicker and enhanced decision making processes. The new Bylaws outline a governance structure of 19 members on the Board of Directors, four (4) of them will be ex-officio without vote (Secretary, Treasurer, Legal Advisor and Executive Director), for a total of 15 members with voting capacity. The number of fifteen (15) Board members is intentional for voting purposes. The new Bylaws allow the five (5) Committee Chairs (Membership, Leadership Development, Strategic Issues, Policy Advisory and Editorial Advisory) to be elected to three (3) year staggered terms each with a Board vote. In addition, a new Audit Committee will be created with the participation of three members of the Board that will provide oversight on budget and legal compliance issues.

Harvey invited Terence Miller, AIEA Legal Adviser, to assist in the adoption of the new AIEA Bylaws. Harvey recognized his significant contribution to AIEA, advising on legal and compliance issues.

Harvey called for a motion to adopt the new AIEA Bylaws.

- Gil Latz submitted the motion to adopt the new AIEA Bylaws distributed to AIEA members in late January 2015.
- Joseph D. Tullbane seconded the motion.

Harvey indicated that the motion has been moved and seconded, requesting AIEA members to discuss the motion: should we adopt the new AIEA Bylaws?

Harvey stated the Chair recognizes the Chair to speak to the question. The introduction is hereby incorporated as the Chair's response to the question.

Harvey asked if anyone else want to speak to the question. There was no response.

Harvey moved the question for a vote.

181 members were handed pink index cards for voting purposes upon entry to the Annual Meeting.

Harvey asked all those in favor to raise their pink card.

AIEA Secretariat personnel counted the number of votes. 138 votes in favor were reported. A second count by AIEA Secretariat personnel was conducted confirming 138 votes in favor.

Harvey, thus, reported 138 votes from AIEA members supporting the adoption of the new AIEA Bylaws.

Harvey requested all AIEA members in opposition of the adoption of the new Bylaws. There were no pink index voting cards raised in opposition to adopting the Bylaws. No opposition votes were recorded.

Harvey requested all AIEA members who wanted to abstain from voting raise their pink voting cards. No pink cards were raised, by any member. No abstentions.

Harvey, thus, announced that the “motion carries” to adopt the new Bylaws since more than 2/3rds of the members or 138 votes were casted in favor of the Bylaws adaptation out of a total of 181 AIEA members present at AIEA’s Annual Meeting on February 18, 2015.

Harvey thanked AIEA members and declared that AIEA Bylaws have been adopted.

- Harvey invited President - Elect, Gil Latz, to share some remarks.

Gil thanked Harvey for his service to AIEA. He invited AIEA members to attend the AIEA 2016 Conference in Montreal, Quebec, Canada, and announced the AIEA 2016 Conference Theme: *Universities as Leaders in Building Better Communities, Better Nations, and a Better World*. And he encouraged submission of proposals by the Aug 15 deadline.

Also he invited AIEA members to join the Conference Committee that he will chair. He recognized the good relationship with Canadian colleagues and the traditional support of the AIEA Secretariat to enhance the success of the 2016 conference.

Last he thanked the sponsor of the AIEA Association Breakfast, Istituto Lorenzo de’ Medici (LdM), indicating that Dr. Dr. Eny di Iorio’s remarks, particularly regarding the new paradigm, resemble the spirit of the AIEA 2016 Conference Theme.

- Harvey requested Jenifer Cushman, incoming AIEA President, to join him. He recognized Jenifer’s leadership and support during the last year as President – Elect. He acknowledged that the good AIEA leadership will continue in Jenifer’s new capacity as new AIEA President.

Harvey turned over the AIEA Gavel to President Jenifer Cushman.

Jenifer thanked Harvey for his thoughtful leadership during the last year, emphasizing on his integrity and generosity to inspire others. On behalf of AIEA, Jenifer presented a plaque of appreciation to Harvey.

- Jenifer introduced the Keynote Speaker of the AIEA Association Breakfast: Eva Egron-Polak, Secretary General of the International Association of Universities (IAU).

The meeting adjourned following the keynote talk by Eva Egron-Polak.