

Case Name: *In the Matter of* Accrediting Council for Independent Colleges and Schools

Docket No.: 16-44-O

Filing Party: Respondent, Accrediting Council for Independent Colleges and Schools

Exhibit No.: B-O-60

ACICS Board of Directors Meeting Minutes

1. Call to Order

The meeting was called to order at 9:00AM by Chairwoman Guinan. All members of the Council were present and a quorum met:

Chair Guinan
Vice Chair Swartzwelder
Secretary/Treasurer Leak
Commissioner Bennett
Commissioner Euliano
Commissioner Fateri
Commissioner Hobby
Commissioner Loveman
Commissioner Timm

2. Chairman's Remarks

Chairwoman Guinan reminded the Council of the work ahead even in light of the Court's decision and the ED's subsequent communication and the Council's continued focus on maintaining quality.

Question raised about LBMA states (FL and CA) and the reinstatement of licensure of institutions in those states in light of ACICS's reinstatement of accreditation. Sam Ferguson of the CIE requested a letter from ACICS concerning its reconsideration for LBMA status in the state. The CIE was having an emergency meeting to consider this request and communication will then be sent to the affected institutions. A similar outreach was done to CA but no response has been received. No other communication has been received.

3. Litigation Update (PRIVILEGED)

- a. Response to Remand
- b. Public Relations response to Litigation and Remand

4. Approval of Meeting Minutes

- a. Board of Directors – December 4, 2017
Motion to approve and accept the minutes as amended (editorial change to Section 4 of the Bylaw change): Swartzwelder
Second: Fateri
Passed Unanimously

- b. Executive Committee Presidents' Report (January 23, 2018)
Motion to approve and accept the minutes as amended): Swartzwelder
Second: Bennett
Passed Unanimously

5. President's Report

The lease will expire at the end of 2018 so discussion needs to be had on the Board's preference on staying in this building versus finding more cost effective and efficient office spaces in this area or elsewhere.

For the Board's information only:

Staffing Update

Currently 11 FT, 1 PT, and 4 contractors (same staffing level as December 2017)

Membership (as of December 2017 Council meeting) = 491

Mains = 207

Branches = 284

Membership (as of April 2018 Council meeting) = 326

Mains = 145

Branches = 181

6. Treasurer's Report

A summary was provided by Staff Gelfound. After reworking the budget during its December 2017 meeting, the budgeted sustaining fees projections were met and expenses were also less.

Errors were identified in the reporting software (not the integrity of the finances) and will be corrected for the Board's subsequent review later this week.

7. Investment Committee Report

A copy of the reports was provided electronically to the Board for its review. With fluctuation in the market, there is a \$1M variance in the March 15 Asset Allocation report and the end of month reporting.

Possible proposition on waiving 2018 sustaining fees in light of investment levels and potential budgetary constraints.

Staffing changes and actual costs of running current operations

8. Additional Discussions

Annual meeting requirement – webinar scheduled in June to meet Bylaws stipulation.

Meeting adjourned at 11am.

April 12, 2018 – Follow up

The Board of Directors reconvened at 9am on to finish up the discussion on the report. The balance sheet was rerun to be current as of this morning. Approximately \$200, 000.00 has been lost but that can be credited to the fluctuations in the market. In the statement of activities, corrections were made to the formula was revised to accurately reflect the expenses incurred.

Initial Application Process

Brief discussion about reconsidering initial applicants with disclosure to the potential applicants about ACICS' current status. Nothing formal should be done prior to July 31, 2018, once final action is taken by the DOE. The Board provided the following recommendations for the staff's consideration:

1. Running initials through FRC for consistency of review.
2. Revising the Initial Accreditation Workshop content.