1) Welcome and Introductions
   - Thank you to outgoing Board members
     o Jacqueline Clark, University of North Carolina - Pembroke
     o Morgan Dollman, Qatar University
     o Janet Spence, University of Louisville
     o Nicole Cameron Becketts, Baltimore City Community College
   - Welcome to incoming Board Members
     o Selma Haghamed
       ▪ Unit Head, Advising and Retention
       ▪ Qatar University
     o Stephanie Hands (extending term)
       ▪ Director, Academic Advisement: Arts & Sciences Advisement Center
       ▪ The University of New Mexico
     o Chiquita Henderson
       ▪ Director of Advising Services
       ▪ State College of Florida
     o WillaMarie Jackson
       ▪ Academic Advisor & Retention Coordinator
       ▪ Ohio University
     o Gerald Williams
       ▪ Director of Advising and Advising Services
       ▪ Bainbridge College

2) Update on 2013 Administrators’ Institute
   - Focus this year will be “Leading from Your Position”.
   - Faculty will include veteran faculty Charlie Nutt, Casey Self (Arizona State University), Maura Reynolds (Hope College), Mark Taylor (University of Kentucky), and Bill Torgler (University of Akron). New faculty will include Jennifer Joslin (University of Oregon) and Chrissy Davis (Spokane Falls Community College)
   - New “Aspiring to Advising Administration” Track.
     - Developing Leadership Among Your Staff
     - What Administrators Need to Know About Legal Issues
     - TBD (Specifically geared toward new or aspiring administrators

3) Update on Seminar Plans
   - Topic: Empowering Adult Learners to Persist Toward Graduation
   - Lead faculty: Lisa Peck (Western Connecticut State University). Additional faculty include Charlie Nutt, Casey Self, Bill Torgler

4) AI Action/Discussion Items
   - Review AI and Winter Seminar Outcomes Document
   - Review AI curriculum.
     - Continuing the area of expertise form for each faculty. This will assist in our participants choosing a faculty member during consulting times.

5) New Business