

New England Regional Forum 2019

Joint Meeting of the New England Regional Assemblies

Tuesday, January 29, 2019, 12:15 – 2:15 p.m.

Renaissance Boston Waterfront Hotel

1. Welcome, Communications from the Chair and Approval of the Minutes of the 2018 Assembly Meetings
2. Assembly Governance Plan Approval
3. Report from the Board of Trustees
4. Academic Assembly Council Update
5. Counseling and Admission Assembly Council Update
6. CSS/Financial Assistance Assembly Council Update
7. Passing of the Gavel
8. Call for New Business
9. Announcement of Next Meeting
10. Breakout Discussions by Assembly
 - Academic Assembly
 - Counseling and Admission Assembly
 - CSS/Financial Assistance Assembly

Adjournment

For information on upcoming SAT test dates, visit
sat.collegeboard.org/register/sat-us-dates

THE COLLEGE BOARD
NEW ENGLAND REGIONAL OFFICE
1601 Trapelo Road, Waltham, Massachusetts 02451

NEW ENGLAND REGIONAL ASSEMBLY
DRAFT Minutes of the Meeting of March 2, 2018
InterContinental Boston Hotel, Boston, MA

- I. Communications from the Chair. The Annual Meeting of the New England Members of the College Board was called to order by Julio Duarte, Principal, Conard High School, West Hartford, CT, and Chair of the New England Regional Council, at 11:00am on Friday, March 2, 2018 at the InterContinental Boston Hotel, Boston, MA.

Julio Duarte introduced those sitting on the dais:

Tom Moore, Regionally Elected Member of the Board of Trustees; and Superintendent, West Hartford Public Schools
Grace Cheng, Chair-elect of the New England Regional Assembly; and Director of Admission, Wellesley College
Meredith Nadeau, New England Regionally-elected Representative to the Academic Assembly Council; and Superintendent, Newmarket School District
Todd Salmonsén, New England Regionally-elected Representative to the Counseling and Admission Assembly Council; and School Counselor, West Boylston Middle/High School
Michael Albano, New England Regionally-elected Representative to the CSS/Financial Assistance Assembly Council; and Senior Associate Director of Financial Aid, Wesleyan University

Duarte recognized a quorum was present and asked voting members to take out their voting cards for any formal assembly action.

Duarte thanked the regional council for their work throughout the year on key projects including regional forum, regional awards, and other key initiatives. He recognized members of the Enrollment Leadership Academy and thanked them for their help in managing conference sessions.

- II. Review of Minutes. The minutes of the 2017 New England Regional Assembly Meeting held on Friday, March 3, 2017, were reviewed, and upon a motion duly made and seconded, unanimously approved by a show of voting cards.
- III. Recognition of Council and Committee Members Completing Terms of Service and Report on Assembly Elections.

Duarte recognized and thanked the following members of the Regional Council who completed their terms of service, including those who will complete their terms in October at the College Board Forum:

Kenneth Ferreira, Assistant Vice President, Student Financial Services, Franklin Pierce University
Stacey Kostell, Vice Principal for Enrollment Management, The University of Vermont
William Smith, Assistant Vice President of Student Financial Assistance, Stonehill College
Adele Wolfson, Professor of Chemistry, Wellesley College
Todd Salmonsén, School Counselor, West Boylston Middle/High School
will be completing his term as Regionally Elected Representative to the Counseling and Admission Assembly Council
Matthew Baione, Director of Guidance at Salem High School will be completing his term as Regionally Elected Member of the CSS Nominating Committee

Duarte also recognized newly elected or appointed members of our regional council, as well as those continuing service to council:

Donna Kendall, Chair elect; Associate Vice President for Enrollment Management, Bentley University

Karen Arnold, Associate Professor of Education, Boston College

Ashley Golden-Battle, Director of Admissions and Recruitment, Bunker Hill Community College

Jacqueline Magiera, Director of College Counseling, Dana Hall School

Leykia (Kia) Nulan, Assistant Provost for Diversity in Enrollment Management, University of Massachusetts Amherst

IV. Report from the Regionally-Elected Member of the Board of Trustees.

Tom Moore, Superintendent, West Hartford (CT) Public Schools, provided an update on the 2017 national elections. He discussed the trustees' role in reviewing the organizations financials and progress against strategic goals that directly align to the strategic plan that was approved in 2016. He announced that the revised organizational bylaws were approved by the full membership at the Forum in fall 2017, and discussed updated governance plans for the national assemblies, which included new names for the Counseling & Admission Assembly and the CSS/Financial Assistance Assembly.

V. New England Regional Report.

Mary Ellen Auriemma, Executive Director, K-12 and Jacki Giordano, Senior Director, Higher Ed, both from the New England Regional Office, offered updates on programs in New England, including information on efforts by the Maine Community College System to partner with schools and organizations like MELMAC; expanded access for students to take the SAT on a school day; information about digital SAT and PSAT testing; and information on usage of Khan Academy's Official SAT Practice by students in the region.

VI. Regional Assembly Update.

Julio Duarte informed the assembly that the Council's incoming chair, Grace Cheng, had accepted a position outside the region and was therefore not able to take on duties of chair. He announced a plan to ensure consistent leadership, with David Belanger continuing his service as Past Chair for one additional year, and Julio Duarte continuing service as Chair for one additional year, at which point the standard rotation of Assembly leadership will resume. Donna Kendall will assume the role of Assembly Chair at the conclusion of the 2019 Regional Assembly Meeting. Julio thanked Grace for her service to students and educators in New England.

VII. New Business.

Duarte then asked the assembly if there was any new business and none was brought forth.

Duarte announced that the 2019 New England Regional Forum will take place in January 2019 in Boston.

VIII. Adjournment.

Julio pronounced the meeting adjourned at 11:30am.

Prepared by
Maura Cox

and

Respectfully submitted,
David Adams
Vice President, New England Region

THE COLLEGE BOARD
NEW ENGLAND REGIONAL OFFICE
1601 Trapelo Road, Waltham, Massachusetts 02451

NEW ENGLAND JOINT ASSEMBLIES
ACADEMIC, COUNSELING & ADMISSION, & CSS/FINANCIAL ASSISTANCE
DRAFT Minutes of the Meeting of March 1, 2018
InterContinental Boston Hotel, Boston, MA

- I. Welcome from the Regional Assembly Chair. Julio Duarte, Principal, Conard High School, West Hartford, CT, and Chair of the New England Regional Council, welcomed attendees, asked delegates to locate their voting cards, and gave an overview of the meeting's structure, noting that participants would hear from each of the regionally-elected representatives to the assembly councils and have time to break out into assembly-specific conversations.
- II. Academic Assembly Council Update. Meredith Nadeau, Superintendent, Newmarket School District, Newmarket, NH called the Academic Assembly meeting to order and asked for a vote to approve the minutes of the March 2, 2017 meeting. Minutes were unanimously approved by a show of voting cards. Nadeau gave an update on the activities of the Assembly Council from the previous year, providing an overview of discussions held on data linking Official SAT Practice on Khan Academy to score gains on PSAT and SAT; ways to better support students in rural areas; and the development and implementation of the Pre-AP program. Nadeau also shared an update on changes to the Academic Assembly's governance plan, which now allows for electronic voting.
- III. Counseling & Admission Assembly Council Update. Todd Salmonsens, School Counselor, West Boylston High School, West Boylston, MA called the Counseling & Admission Assembly meeting to order and asked for a vote to approve the minutes of the March 2, 2017 meeting. Minutes were unanimously approved by a show of voting cards. Salmonsens gave an update on the activities of the Assembly Council from the previous year, including the assembly's name change from Guidance & Admission Assembly Council to Counseling & Admission Assembly Council. He shared information on key initiatives, including the launch of the Counselor Summer Institute; the success of the second annual Score Week for counselors; and the launch of an initial pilot of the environmental context dashboard. Salmonsens also noted the significant improvements implemented for schools, districts, and states who administer the SAT School Day.
- IV. CSS/Financial Assistance Assembly Council Update. Michael Albano, Senior Associate Director of Financial Aid, Wesleyan University, Middletown, CT called the CSS/Financial Assistance Assembly meeting to order and asked for a vote to approve the minutes of the March 2, 2017 meeting. Minutes were unanimously approved by a show of voting cards. Albano gave an update on the activities of the Assembly Council from the previous year, including the assembly's name change. He shared information on the key activities and discussions from the assembly council, including how the shift to earlier admission & financial aid cycles and the use of prior-prior year income information impacted schools; the launch of the redesigned CSS Profile; and thanked the members of the Financial Aid Standards and Services Advisory Committee for their work in support of updating programs for members and students.
- V. New Business.
Duarte then asked the assemblies if there was any new business and none was brought forth. Duarte announced that the 2019 Regional Assembly Meetings will be held in conjunction with the New England Regional Forum in January 2019 in Boston.

VI. Assembly Specific Breakouts.

Duarte invited all attendees to attend the assembly breakout of their choice, where discussion centered around ways to partner in efforts to remove barriers for students seeking opportunity.

VIII. Adjournment.

The meetings were adjourned from assembly breakouts at 2pm.

Prepared by
Maura Cox

and

Respectfully submitted,
David Adams
Vice President, New England Region

RESOLUTION TO APPROVE THE ASSEMBLY GOVERNANCE PLAN

WHEREAS the Regional Council established a subcommittee to review the governance plan of the Regional Assembly and recommend amendments to the Council for consideration; and

WHEREAS the Regional Council reviewed the amended governance plan and now recommends it to the Regional Assembly for approval;

THEREFORE, IT IS NOW RESOLVED that the amended governance plan is approved by the Assembly; and

IT IS FURTHER RESOLVED to recommend the amended governance plan to the Board of Trustees for approval.

**THE COLLEGE BOARD
NEW ENGLAND REGIONAL ASSEMBLY GOVERNANCE PLAN**

**ARTICLE I
NAME**

The name of the assembly shall be the New England Regional Assembly of the College Board, hereafter referred to as the 'Assembly'.

**ARTICLE II
MEMBERSHIP**

The Assembly shall consist of all the Members of the College Board located in Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island and Vermont and other Members as assigned by the Board of Trustees of the College Board.

**ARTICLE III
CHARGE**

Consistent with the purpose of the College Board, each Assembly shall provide a forum for its delegates:

1. To further the understanding of the purpose of the College Board and of the utilization of its research, programs, and services;
2. To discuss, review, and inform the research, programs, and services provided by the College Board and the policies and practices involved in the research, programs, and services;
3. To identify issues facing Members that the College Board might usefully endeavor to assist in solving by developing new research, programs, and services;
4. To exchange ideas on matters of educational concern relevant to the purposes and research, programs, and services of the College Board;
5. To consider and adopt recommendations for transmission to the Board of Trustees and officers of the College Board and resolutions to be presented to the Annual Meeting of the Members.

It shall participate in the governance of the College Board by electing Trustees as provided in Article X of the College Board's Bylaws and pursuant to Article IV of this Governance Plan ("the Plan").

**ARTICLE IV
GOVERNANCE**

A. Voting.

1. All delegates of member organizations of the Assembly whose dues are paid are eligible to vote on Assembly business. Each Member may designate a substitute delegate to vote at a meeting in the absence of the named delegate. No person shall represent more than one Member or cast more than one vote.

B. Elections.

1. The Assembly shall participate in the governance of the national assemblies of the College Board through the election of representatives to each of the three national assemblies by the delegates of that Assembly, as provided for in the governance plans of the national assemblies and Article VI of this governance plan.
2. All elections of persons shall take place by a vote of the delegates by ballot. The nominee receiving the largest number of votes for each position, whether or not the vote constitutes a majority of the votes cast, shall be elected.
3. The chair of the Assembly shall vote only in the event of a tie.

C. Meetings.

1. The Assembly shall meet annually at a site and date designated by the Regional Vice President in consultation with the Chair of the Assembly and the Secretary of the Corporation.
2. Notice of the Annual Meeting, including a preliminary agenda and the text of any amendments or resolutions proposed by the Regional Council, the Board of Trustees, or a member delegate must be mailed to the membership at least two (2) weeks prior to the meeting. To be included in the call to the meeting, a resolution proposed by a member delegate must be submitted to the Regional Vice President at least eight (8) weeks prior to the meeting. This requirement does not preclude a delegate from bringing new business to the floor at the meeting.
3. The chair shall preside at the annual meeting of the Assembly and meetings of the Assembly Council.
4. The chair elect shall carry out the duties of the chair at meetings in the absence of the chair.
5. A Member may authorize another person as a proxy to act for its delegate by written notice to the Secretary of the College Board for any issues that are submitted to a vote of the delegates at a duly called meeting. A proxy may be a person not affiliated with the Member.
6. The vote of a Member shall be cast by its delegate, alternate, or duly authorized proxy. To cast a vote at a meeting, a delegate or alternate must be present, or the Secretary of the College Board must have received the Member's proxy by the date specified by the College

Board. To the extent permitted by law and used by the College Board, present may include electronic participation in a meeting and/or receipt of a delegate's vote in advance of the meeting.

7. The delegates present and entitled to vote shall constitute a quorum. Items requiring a vote of the Assembly shall require approval by a majority vote of the votes cast.
8. The meeting rules established by the Trustees shall govern the annual meeting of the Assembly in all cases to which they are applicable, unless otherwise provided in this Plan.
9. The rules set out in this Plan may be suspended at a duly called meeting of Members at which a quorum is present by unanimous consent of the Members in attendance, which includes proxies.

ARTICLE V DIVISIONS

There shall be a New England Regional Division of each of the three national assemblies composed of the delegates to the national assemblies from member organizations in the New England Region. Each division shall elect persons to serve as the regionally elected members of the national assembly councils.

ARTICLE VI REGIONAL COUNCIL

- A. The Regional Council shall be composed as follows:
 1. the chair, chair elect and past chair of the Assembly, who shall serve *ex officio*;
 2. twelve members elected by the Assembly to reflect the geographical, professional and sector diversity needs of the Regional Council;
 3. three members appointed by the Regional Vice President on the advice of the Chair of the Assembly;
 4. three members elected to represent the Assembly on the National Assembly Councils who shall serve *ex officio*;
 5. the Assembly-elected Trustee(s) who shall serve *ex officio*;
 6. the New England Regional Vice President who shall serve *ex officio*;
- B. Elected and appointed members of the Council shall serve non-renewable three-year terms, with approximately one-third rotating on to the Council each year. The chair, chair elect and past chair shall serve two-year, non-renewable terms.
- C. The Regional Council shall elect a chair elect from the slate presented by the nominations committee.
- D. Elected members shall assume their responsibilities immediately following the annual meeting.

1. If a vacancy occurs before the expiration of a term, the Regional Vice President, in consultation with the chair, may designate a person to serve until the next election.
 2. A successor shall be elected or appointed for the unexpired term of the predecessor unless only one year remains in the unexpired term, in which case the successor shall be elected or appointed for a full term in addition to that one year.
 3. Persons serving less than a three-year term are eligible for re-election or re-appointment.
 4. If a vacancy arises for the position of chair, then the past chair shall serve as chair until the next annual meeting of the Assembly. After this annual meeting, the chair elect shall commence serving as chair for a 2-year term.
- E. A majority of the members of the Regional Council shall constitute a quorum to take action at Regional Council meetings.
- F. Any action required or permitted to be taken by the Regional Council may be taken without a meeting if a majority of all the members of the Regional Council consents in writing to the adoption of a resolution authorizing the action. The resolution and the written consents thereto by all the members of the Regional Council, which may be signed in counterparts, shall be filed with the minutes of proceedings of the Regional Council.
- G. Whenever a written instrument is required to be executed hereunder, an electronic signature, to the extent permitted by applicable law, shall be deemed to be a written signature.
- H. The Regional Council shall maintain written minutes of its meetings, which shall be filed with the minutes of proceedings of the Regional Council.
- I. Members of the Regional Council represent the voice of their constituency. Thus, participation in Council meetings is critical. In their role as members of the Regional Council, members are expected to:
1. Participate in the activities of and engage in communication with the New England Regional Office, and
 2. Attend two council meetings in each year of their three-year term.

Members who do not fulfill the aforementioned expectations will be asked to reassess their ability to serve. Absences may, by decision of the Regional Vice President, in consultation with the Chair, result in dismissal.

ARTICLE VII COMMITTEES

- A. A nominating committee shall be established, comprised of the chair, chair elect, past chair and Regional Vice President. To ensure representation from all 3 national assemblies, up to three (3)

additional members shall be appointed by the Regional Vice President. The nominating committee shall prepare slates for persons to be elected for the following positions;

- a. Chair elect of the Assembly, elected by the Council;
 - b. Twelve members of the Assembly Council, elected by the Assembly;
 - c. Three representatives to the National Assembly Councils, elected by the respective delegates of the Assembly;
 - d. One representative to the CSS/Financial Assistance National Nominating Committee, elected by the CSS/Financial Assistance delegates of the Assembly;
 - e. Trustees elected by the Assembly in accordance with Article IV.F of the College Board's Bylaws.
- B. In preparing nominee slates, the nominating committee should take guidance from the Regional Council on its recruitment priorities to ensure balance across the membership of the Regional Council with regard to the diversity of Members, professions, and geographies needed by the Regional Council.
- C. The Council may create, and the chair may appoint members to, ad hoc committees as necessary, in consultation with the Regional Vice President.

ARTICLE VIII AMENDMENTS

This Plan may be amended by a majority vote at any annual meeting of the Assembly provided the text of the amendment has been included in the call to the meeting. Any Assembly-approved amendment becomes effective only upon approval of the Trustees.

- | | |
|--------------|---|
| Sept 2013 | Approved by the Regional Council |
| Feb 2014 | Approved by the New England Regional Assembly |
| March 2015 | Approved by the Board of Trustees |
| October 2018 | Approved by the Regional Council |
| January 2019 | Presented to the Regional Assembly for approval |

**THE COLLEGE BOARD
NEW ENGLAND REGIONAL ASSEMBLY GOVERNANCE PLAN**

**ARTICLE I
NAME**

The name of the assembly shall be the New England Regional Assembly of the College Board, hereafter referred to as the 'Assembly'.

**ARTICLE II
MEMBERSHIP**

The ~~Membership of the~~ Assembly shall consist of all the ~~M~~members of the College Board located in Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island and Vermont and other ~~M~~members as assigned by the Board of Trustees of the College Board.

**ARTICLE III
CHARGE**

Consistent with the purpose of the College Board, each Assembly shall provide a forum for its delegates:

1. To further the understanding of the purpose of the College Board and of the utilization of its research, programs, and services;
2. To discuss, review, and inform the research, programs, and services provided by the College Board and the policies and practices involved in the research, programs, and services;
3. To identify issues facing Members that the College Board might usefully endeavor to assist in solving by developing new research, programs, and services;
4. To exchange ideas on matters of educational concern relevant to the purposes and research, programs, and services of the College Board;
5. To consider and adopt recommendations for transmission to the Board of Trustees and officers of the College Board and resolutions to be presented to the Annual Meeting of the Members.

It shall participate in the governance of the College Board by electing Trustees as provided in Article X of the College Board's Bylaws and pursuant to Article IV of this Governance Plan ("the Plan").

~~The Assembly shall bring institutions together for the purpose of addressing issues relating to the transition of students from secondary to postsecondary education. To that end, it shall:~~

~~A. evaluate College Board programs, services, and activities;~~

~~B. provide forums through which the membership can deliberate on matters of mutual concern;~~

~~C. consider recommendations and resolutions for transmission to the Board of Trustees, Officers, Annual Meetings of the College Board and national assemblies; and~~

~~D. promote the appropriate use of College Board programs and services.~~

ARTICLE IV GOVERNANCE

A. Voting.

1. All delegates of member organizations of the Assembly whose dues are paid are eligible to vote ~~at meetings of the~~on Assembly ~~or by ballot~~business. ~~The chief executive officer of a member organization~~Each Member may designate a substitute delegate to vote at a meeting in the absence of the regular named delegate ~~by writing to the Secretary of the College Board~~. No person shall represent more than one Mmember or cast more than one vote.

B. Elections.

~~1. The Assembly shall participate in the governance of the College Board by electing members of the Board of Trustees in accordance with the Bylaws of the College Board and Article VI of this governance plan. Individuals elected as Trustees by the New England Regional Assembly must be employed by member institutions of the New England Assembly throughout their terms of office.~~

1. The Assembly shall participate in the governance of the national assemblies of the College Board ~~by conducting elections of members of the national assembly councils by the New England divisions of the appropriate national assembly~~through the election of representatives to each of the three national assemblies by the delegates of that Assembly as provided for in the governance plans of the national assemblies and Article VI of this governance plan.

~~The Assembly shall elect a Chair Elect and members of the Regional Council as provided for in Articles V and VI of this governance plan.~~

2. All elections of persons shall take place by a vote of the delegates by ballot. ~~The Chair shall vote only in the event of a tie, and shall vote only for the purpose of breaking such a tie.~~ The nominee receiving the largest number of votes for each positionslot, whether or not they vote constitutes a majority of the votes cast ~~for all nominees to fill the position~~, shall be elected.

~~2.3. The chair of the Assembly shall vote only in the event of a tie.~~

C. Meetings.

1. The Assembly shall meet annually at a site and date designated by the Regional Vice President Council in consultation with the chair of the Assembly and the Secretary of the Corporation.

2. Notice of the Annual Meeting, including a preliminary agenda and the text of any amendments or resolutions proposed by the Regional Council, the Board of Trustees, a national assembly, or a member delegate must be mailed to the membership at least two (2) weeks prior to the meeting. To be included in the call to the meeting, a resolution proposed by a member delegate must be submitted to the Regional Vice President at least six-eight (86) weeks prior to the meeting. This requirement does not preclude a delegate from bringing new business to the floor at the meeting.
3. The chair shall preside at the annual meeting of the Assembly and meetings of the Assembly Council
4. The chair elect shall carry out the duties of the chair at meetings in the absence of the chair.
5. A Member may authorize another person as a proxy to act for its delegate by written notice to the Secretary of the College Board for any issues that are submitted to a vote of the delegates at a duly called meeting. A proxy may be a person not affiliated with the Member.
6. The vote of a Member shall be cast by its delegate, alternate, or duly authorized proxy. To cast a vote at a meeting, a delegate or alternate must be present, or the Secretary of the College Board must have received the Member's proxy by the date specified by the College Board. To the extent permitted by law and used by the College Board, present may include electronic participation in a meeting and/or receipt of a delegate's vote in advance of the meeting.
7. The delegates present and entitled to vote shall constitute a quorum. Items requiring a vote of the Assembly shall require approval by a majority vote of the votes cast.
 - ~~1. Resolutions may be approved by a majority vote of the meeting unless otherwise provided in this governance plan.
The New England delegates to each of the national assemblies of the College Board shall be provided opportunities to convene during the Regional Meeting.~~
8. The meeting rules established by the Trustees shall govern the annual meeting of the Assembly in all cases to which they are applicable, unless otherwise provided in this Plan.
9. The rules set out in this Plan may be suspended at a duly called meeting of Members at which a quorum is present by unanimous consent of the Members in attendance, which includes proxies.
 - ~~2. Individuals who are not delegates of member institutions and who are registered for the Regional Meeting may attend the annual meeting of the assembly and may be accorded the privilege of voice without vote by the Chair with the consent of the delegates present.~~

~~D. Officers. The Assembly shall elect a Chair elect in advance of its annual meeting. The Chair elect shall become the Chair one year after election. The Chair shall continue to serve on the Council as~~

Immediate Past Chair for one year. The Chair shall preside at the Annual Meeting of the Regional Assembly and meetings of the Council. The Chair elect shall carry out the duties of the Chair in the absence of the Chair. The Chair elect shall chair the Program Committee. The Immediate Past Chair shall chair the Nominating Committee. Incoming officers of the Council shall be installed at the Annual Meeting and assume their responsibilities following that meeting.

ARTICLE V DIVISIONS

There shall be a New England Regional Division of each of the three national assemblies composed of the delegates to the national assemblies from member organizations in the New England Region. Each division shall elect persons to serve as the regionally elected members of the national assembly councils.

ARTICLE VI REGIONAL COUNCIL

A. The Council shall:

1. ~~manage the affairs of the New England Regional Assembly and provide a forum for the consideration of policies, practices and programs that support college counseling and admissions;~~
2. ~~advise the Vice President of the New England Regional Office on matters related to College Board programs and services, and assist the Vice President in setting priorities within the region;~~
3. ~~establish such standing committees as may be necessary for the conduct of the business of the Assembly;~~
4. ~~prepare the agenda for the Annual Meeting of the Members of the New England Regional Assembly;~~
5. ~~take any actions between annual business meetings which are appropriate to achieve the objectives of the Regional Assembly;~~
6. ~~review the regional governance plan and its operation once every three years and propose revisions as needed.~~

A. ~~B.~~ The Regional Council shall consist of no fewer than 24 members and no more than 30 members, be composed as follows:

1. the chair, chair elect and past chair of the Assembly, who shall serve *ex officio*;
- ~~1.~~ 2. twelvenine members elected at large by the delegates of members of the New England Regional by the Assembly to reflect the geographical, professional and sector diversity needs of the Assembly Council;
2. ~~one member elected from the membership in each of the six states, for a total of six;~~
3. ~~three~~ two members appointed by the Regional Vice President of the New England Regional Office on the advice
4. ~~recommendation of the Chair of the Assembly to ensure balanced representation of state,~~
- ~~5.~~ 3. professional and institutional constituencies in the region;
6. ~~the Chair-Elect, the Chair, and Immediate Past Chair;~~
7. ~~the members of the Guidance and Admissions Assembly Council, the Academic Assembly~~

~~4. Council, and the College Scholarship Service Assembly elected by the New England Regional Assembly who shall also serve as Chairs of the respective subcommittees as outlined in Article VII. Three members elected to represent the Assembly on the National Assembly Councils;~~

~~8.5. the Assembly-elected Trustee(s) who shall serve *ex officio*;~~

~~9.6. the Vice President of the New England Regional Vice President who shall serve *ex officio* representing the President of the College Board;~~

~~10. each state in the region shall be represented on the Council by at least one member at all times.~~

~~C. Individuals affiliated with members of the Regional Assembly are eligible for election or~~

~~A. appointment to the Regional Council.~~

~~B. —~~

~~B. D. Elected and appointed members of the Council shall serve ~~three-year~~ non-renewable three-year terms; appointed members shall serve ~~one-year~~ renewable terms, ~~—~~with approximately one-third rotating on to the Council each year. The chair, chair elect and past chair shall serve two-year, non-renewable terms.~~

~~C. The Chair, Chair elect, and Immediate Past Chair shall serve one year non-renewable terms in each position. The Regional Council shall elect a chair elect from the slate presented by the nominations committee.~~

~~D. Elected members shall assume their responsibilities immediately following the annual meeting.~~

~~1. If a vacancy occurs before the expiration of a term, the Regional Vice President, in consultation with the cChair, with the advice and consent of the Council, shall appoint may designate a person to serve until the next Annual Meeting of the Assembly election.~~

~~2. A successor shall be elected or appointed for the unexpired term of the predecessor unless only one year remains in the unexpired term, in which case the successor shall be elected or appointed for a full term in addition to that one year.~~

~~3. Persons serving less than a three-year term are eligible for re-election or re-appointment.~~

~~4. If a vacancy arises for the position of chair, then the past chair shall serve as chair until the next annual meeting of the Assembly. After this annual meeting, the chair elect shall commence serving as chair for a 2-year term.~~

~~C. Persons appointed to fill vacancies are eligible for election to a regular term.~~

~~D. —~~

~~E. E. A majority of the members of the Regional Council shall constitute a quorum to take action at Regional Council meetings.~~

~~E. —~~

~~F. Any action required or permitted to be taken by the Regional Council may be taken without a meeting if a majority of all the members of the Regional Council consents in writing to the adoption of a resolution authorizing the action. The resolution and the written consents thereto~~

by all the members of the Regional Council, which may be signed in counterparts, shall be filed with the minutes of proceedings of the Regional Council.

G. Whenever a written instrument is required to be executed hereunder, an electronic signature, to the extent permitted by applicable law, shall be deemed to be a written signature.

H. The Regional Council shall maintain written minutes of its meetings, which shall be filed with the minutes of proceedings of the Regional Council.

~~F. _____~~

I. Members of the Regional Council represent the voice of their constituency. Thus, participation in Council meetings is critical. In their role as members of the Regional Council, members are expected to:

1. Participate in the activities of and engage in communication with the New England Regional Office, and
2. Attend two council meetings in each year of their three-year term.

Members who do not fulfill the aforementioned expectations will be asked to reassess their ability to serve. Absences may, by decision of the Regional Vice President, in consultation with the Chair, result in dismissal.

ARTICLE VII COMMITTEES

~~A. A six-member Nominating C_ommittee shall be established, comprised of the chair, chair elect, past chair and Regional Vice President. To ensure representation from all 3 national assemblies, up to three (3) additional members shall be appointed by the Regional Vice President. with representation from each state shall be appointed, with~~

~~B. Council approval, by the Chair of the Assembly. The Nominating Committee shall be chaired by the~~

~~A. Immediate Past Chair of the Regional Council. The Nominating C_ommittee shall prepare slates for persons to be elected for the following positions; as~~

follows:

- a. Chair elect of the Assembly, elected by the Council;
- b. Twelve members of the Regional Council, elected by the Assembly;
- c. Three representatives to the National Assembly Councils, elected by the respective delegates of the Assembly;
- d. One representative to the CSS/Financial Assistance National Nominating Committee, elected by the CSS/Financial Assistance delegates of the Assembly;
- e. Trustees elected by the Assembly in accordance with Article IV.F of the College Board's Bylaws.

~~1. for persons to be elected by the Assembly as members of the Regional Council, providing for representation of all six states in the region and fair representation of all professional constituencies active in the Regional Assembly;~~

~~2. for persons to be elected by the Assembly to the Board of Trustees of the College Board;~~

- ~~3. for a person to be elected by the Assembly as Chair elect, and;~~
- ~~4. for persons to be elected by the Assembly as regionally elected members of the Academic Assembly Council, the Guidance and Admissions Assembly Council, and the College Scholarship Service Council. Each of these persons will also serve as Chairs of the Academic Committee, the Guidance and Admissions Committee, and the Financial Aid Committee, respectively.~~

~~B. A Regional Assembly Program Committee chaired by the Chair elect and appointed by the Chair of the Regional Assembly shall concern itself with the planning and development of the program for the Annual Meeting of the Assembly.~~

B. In preparing nominee slates, the nominating committee should take guidance from the Regional Council on its recruitment priorities to ensure balance across the membership of the Regional Council with regard to the diversity of Members, professions, and geographies needed by the Regional Council.

~~A. —~~

B.C. C. The Council may create, and the CChair may appoint members to, ad hoc committees as necessary, in consultation with the Regional Vice President.

ARTICLE VII **DIVISIONS**

~~A. The Regional Council shall establish three standing committees:~~

- ~~1. the Guidance and Admissions Committee,~~
- ~~2. the Academic Committee, and~~
- ~~3. the Financial Aid Committee.~~

~~These standing committees shall facilitate communication among the New England Regional delegates to their respective national assemblies and the regionally elected members of national assembly councils, and they shall assist in developing programs and workshops of interest to the delegates to their respective assemblies. All Regional Council members will also be members of one of these three standing committees.~~

~~B. The Guidance and Admissions Committee. For the purpose of providing a forum for the consideration of policies, practices and programs designed to help students, educators and families navigate the process from secondary to post secondary education, there shall be a Guidance and Admissions Committee of the New England Regional Assembly. The regionally elected member to the Guidance and Admissions Assembly Council shall serve, for the length of their three-year term to that Assembly, as the Chair of the Guidance and Admissions Committee.~~

~~C. The Academic Committee. For the purpose of providing a forum for the consideration of policies, practices, and programs designed to advance student achievement and articulation among academics across K-16, there shall be an Academic Committee of the New England Regional Assembly. One member, elected by the delegates shall serve as the Chair. The regionally elected member to the Academic Assembly Council shall serve, for the length of their three-year term to that Assembly, as the Chair of the Academic Committee.~~

~~D. The Financial Aid Committee. For the purpose of providing a forum for the consideration of policies, practices, and programs designed to help students and families to prepare to meet the costs of postsecondary education; and to support institutions, agencies and organizations in the equitable and efficient administration of student financial aid programs, there shall be a Financial Aid Committee of the New England Regional Assembly. The regionally elected member to the College Scholarship Service Assembly shall serve, for the length of their three year term to that Assembly, as the Chair of the Financial Aid Committee.~~

ARTICLE ~~VIII~~ AMENDMENTS

~~This Planese Rules may be amended by a majority vote at any Annual Mmeeting of the Assembly provided the text of the amendment has been included in the cCall to the mMeeting. ~~The governance plan may alternatively be amended upon a majority vote of the Assembly by ballot, following discussion of the text of the proposed amendment at the annual business meeting of the Regional Assembly. Any Assembly-approved amendment becomes effective only upon approval of the Board of Trustees of the College Board.~~~~

Sept 2013 Approved by the Regional Council

Feb 2014 Approved by the New England Regional Assembly

March 2015 Approved by the Board of Trustees

October 2018 Reviewed by the Regional Council

January 2019 Presented to the Regional Assembly for approval