**KYACAC committee interest form**

*Designate committee(s) you’d like to be involved with by selecting the corresponding box*

* **Active Retired Members (ARMS):** for retired members of college counseling that wish to remain actively involved in the organization. The Active Retired Members Committee provides assistance in membership recruitment, maintenance of historical records of the Association, and assist with various projects of the Association as needed.
* **Admissions Practices:** annually reviews NACAC's Statement of Principles of Good Practice as they relate to current practices and procedures in college admission and shall monitor compliance with the SPGP; educates the membership accordingly.
* **Bylaws:** conducts an annual review of KYACAC's by-laws to determine appropriateness and/or the need for modifications or changes.
* **College Fairs:** plans, schedules and organizes KYACAC and NACAC sponsored fairs.
* **Conference:** responsible for developing, coordinating, and implementing the annual conference. Responsibilities include session development, registration, hospitality, local arrangements, and publicity.
* **Communications:** responsible for informing the membership about the organization’s activities and events and engaging the membership in discussions about issues relevant to the college admission profession. These efforts span a variety of media, including KYACAC’s website, email communications, and social media platforms. The Committee is also responsible for maintaining consistent and professional messaging and branding of the organization’s communication.
* **Development**: looks at the long-term goals of the organization and creates an organized development plan to assure the funding of our organization for many years to come.
* **Fiscal Policy**: reviews the Fiscal Policy annually and recommends revisions to the board for final approval.
* **Governance and Nominations**: monitors established procedures for nomination and election of officers of KYACAC, solicits names of candidates, and holds the election. This committee also monitors the KYACAC procedures manual.
* **Government Relations:** monitors legislative activity at both the state and national levels and maintains a communication network to inform the membership; educates the membership as to effective contact with legislators.
* **Inclusion, Access and Success**: provides leadership to ensure that issues of cultural and ethnic diversity remains at the forefront in the thoughts and actions of KYACAC members and the educational community.
* **Membership:** maintains current membership records, coordinates new membership efforts and encourages timely communication among the membership.
* **Professional Development:** develops and facilitates professional education programs, which will assist in the development of college admission counseling at secondary schools and post-secondary institutions.

**Name:**

**Institution:**

**Address:**

**Phone:**

**Email:**

***Please attach a brief statement describing your specific interests and qualifications for committee service.***

**Return to KYACAC Administrative Assistant Cheryl Hicks:** [**chicks@murraystate.edu**](mailto:chicks@murraystate.edu)