

**Proposed Agenda Board of Directors Meeting
Inter American University of PR, Law School in San Juan
January 11 and 12, 2024**

Thursday, January 11 – 8:00 a.m. to 7:00 p.m. (AST|PR Time)

7:45 a.m. (AST|PR time) **Transportation:** Pick-up Board of Directors at the Hotel to the Inter American University of PR, Law School in San Juan

8:00 a.m. – 9:00 a.m. **Best Practices Showcase:** Registration (free of charge for our Board Members) and continental breakfast at the Theater lobby, Inter American University of PR, Law School

Link to the Conference Plenary Session from 9:00 a.m. to 10:30 a.m. (AST): <https://us02web.zoom.us/j/83423685373>

9:00 a.m. – 10:30 a.m. **Best Practices Showcase:** Welcome remarks and Opening Plenary Theater Inter American University of PR, Law School in San Juan

10:30 a.m. – 4:30 p.m. **Best Practices Showcase:** Concurrent Sessions (Board Members are invited to attend until 12:30 p.m.)

12:30 p.m.– 1:30 p.m. **Lunch:** Inter American University of PR, Law School in San Juan

1:30 p.m. – 4:30 p.m. **HETS Board of Directors Meeting (Room 201-202)**
Inter American University of PR, Law School in San Juan

Virtual participants link to connect from 1:30 p.m. to 4:30 p.m. (AST): <https://us02web.zoom.us/j/83031833203>

1:30 p.m. - 1:45 p.m. **Welcome, greetings & introduction of HETS Board Members**
Dr. Carlos Morales, HETS Board Chairman

***Tab 1.** List of Attendees
Tab 2. Board Composition*

1:45 p.m. – 2:00 p.m. **Review of the Agenda & Minutes Approval from the June 2023 Meeting**
Dr. Carlos Morales, HETS Board Chairman

***Tab 3.** Proposed Agenda
Tab 4. Minutes*

2:00 p.m. – 2:15 p.m. **Presentation - New Members**
Olga Rivera, HETS Vice Chair

***Tab 5.** New Members' Profiles*

2:15 p.m. – 2:45 p.m. **Executive Director's Status Report based on HETS Strategic Plan 2022-2025**
Dr. Yubelkys Montalvo, Executive Director

***Tab 6.** Presentation Handout – Two Slide*

2:45 p.m. – 3:00 p.m. **Coffee Break:** Room TBC

3:00 p.m. – 3:15 p.m. **HETS 2023-2024 First Semester, Financial Status Report**
Dr. Gladys Nieves, HETS Treasurer

***Tab 7.** Financial Reports*

3:15 p.m. – 3:45 p.m. **Collaboration Opportunities Session**
Dr. Carlos Vargas-Aburto, HETS Secretary

- 3:45 p.m. – 4:00 p.m.** **Designation of the Nomination Committee**
Dr. Carlos Morales, HETS Board Chairman
Tab 8. Nomination Committee Role and Protocol
- 4:00 p.m. – 4:15 p.m.** **Institutional Announcements, New Items, and next meeting dates & host reminder**
Tab 9. Summer Calendar
- 4:15 p.m. – 4:30 p.m.** **Closing Remarks: Dr. Carlos Morales, HETS Chairman**
- 4:30 p.m.** **Transportation:** From the Inter American University of PR, Law School in San Juan to the Hotel

Friday, January 12 (Guayabera Day) – 8:30 a.m. to 4:00 p.m. (AST/PR Time)

- 8:00 a.m.** **Transportation:** Pick-up Board of Directors at the Hotel to the Inter American University of PR, Law School in San Juan
- 8:30 a.m. – 9:30 a.m.** **Best Practices Showcase:** Registration (free of charge for our Board Members) and continental breakfast Theater lobby, Inter American University of PR, Law School

Link to the track Winners Panel from 9:30 a.m. to 10:30 a.m. (AST): <https://us02web.zoom.us/j/89272607058>

- 9:30 a.m. – 10:30 a.m.** **Welcome Remarks & Track Winners Panel**
Theater, Inter American University of PR, Law School in San Juan

- 10:30 a.m. – 12:30 p.m.** **HETS Corporate Session (Room 201-202)**
Inter American University of PR, Law School in San Juan

Virtual participants link to connect from 10:30 a.m. to 12:30 p.m. (AST): <https://us02web.zoom.us/j/81594841793>

- 10:30 a.m. – 10:45 a.m.** **Corporate Session: Welcome Remarks & Introduction**
Dr. Carlos Morales, HETS Board Chairman

- 10:45 a.m. - 11:00 a.m.** **HETS Services & Initiatives Summary Report**
Dr. Yubelkys Montalvo, Executive Director

- 11:00 a.m. – 12:00 p.m.** **Partners' Presentations & interests to collaborate with HETS**

- 12:00 p.m. – 12:30 p.m.** **Final discussion & closing remarks**
Dr. Carlos Morales, HETS Board Chairman

- 12:30 p.m. – 1:30 p.m.** **Lunch:** Inter American University of PR, Law School in San Juan

- 1:30 p.m. – 3:30 p.m.** **Best Practices Showcase:** Concurrent Sessions (Board Members are invited to attend)

- 3:30 p.m.** **Closing Reception at the** Main Lobby Theater of Inter American of PR, Law School in San Juan

- 4:00 p.m.** **Transportation:** From the Inter American University of PR, Law School in San Juan to the Hotel