**TEXAS ASSOCIATION OF COLLEGE & UNIVERSITY**

**STUDENT PERSONNEL ADMINISTRATORS**

**Agenda**

**Monday, December 3, 2012**

Call **805.399.1200** access code: **610936**

**Members Present:** Alicia Huppe, Lisa Nagy, Joanna Benavides-Franke, Deidra Stephens, John Kaulfus, Stephanie Box, Hope Garcia, Andy Axom, David Rachita, Dan Moore, Rishi Sriram, and Paulina Mazurek.

1. **Call to Order**
	* Meeting called to order at 1:33 pm.
2. **Approval of November 5, 2012 Minutes**
	* Stephanie motioned to approve. John seconded. Motion passed unanimously.
3. **President – Alicia Huppe**
	* **January onsite visit update**
		+ Executive Board needing rooms– Alicia, John, Heather, Stephanie, Hope, Paulina, Adam, and Lisa.
		+ Rishi calling in; Deidra will not attend.
	* **Fall 2013 Conference update**
		+ Next committee meeting December 13 to discuss updates.
		+ $6300 for San Antonio Audio Visual; $9800 in Houston. Biggest difference is that there are two different rooms for pre-con and NPI in Houston.
	* **Higher Education Law Conference update**
		+ Law Conference coming along. A few breakout sessions still need to be filled. Would like to put more higher education material in.
		+ Marketing materials are going in welcome packets, scholarships will go out. Will touch base with Dr. Marc Cutright at the end of the week.
		+ John is attending law conference. David and Lisa may be attending.
4. **President-Elect – John Kaulfus**
	* **Fall 2014 Conference update**
		+ 2 bids. Sheraton Arlington is stand-out. They are willing to book now regardless of Cowboys schedule. Locked rate of $106/room. Meeting rooms will be free as long as we have $17,500 catering. Other features: Free parking, complimentary shuttle from DFW airport, 1 complimentary room/night for every 40 rooms and complimentary Wi-Fi. Conference is targeting 300 attendees
5. **Past President – Deidra Graves Stephens**
* **2012 Conference Budget & Evaluations –**JoAnnaBenavides-Franke
	+ - Still needing to confirm that all payments have been reconciled
		- *Income* - $55,954.79 (included sponsorships already received)
		- *Total expenses* – $42,958.13
		- *Net* - $12,996.66.
		- Evaluations: Overall positive comments. Biggest concerns were that new comers felt left out of place and participants wanted bigger and better break out session.
	+ **Newsletter-**Andy Axom
		- November edition 2/3 done.
		- Head shots needed from board. Adam, Stephanie, Rishi and Paulina.
		- Save the date – Vincent Tinto info needed for newsletter.
		- Lisa will send new budget to include in newsletter.
	+ **Elections**
		- Deidra will start process in January.
1. **Vice President for Administration – Heather Snow**
	* No report, absent.
2. **Vice President for Membership & Marketing – Stephanie Box**
	* **Updates**
		+ Same person who designed San Antonio logo will design next conference logo and piece for Law Conference.
		+ Renewal information is being reviewed so it can go in newsletter and on website.
3. **Vice President for Education & Professional Development – Adam Peck**
	* No report, absent.
4. **Director of Technology – Hope Garcia**
	* **Website (Membership) update**
		+ Latest list of memberships should have accounts on TACUSPA.net.
		+ Everyone can update the blog (if member).
		+ If you are not a member, you can see the blog, but you can’t respond.
5. **Director of Research – Rishi Sriram**
	* **Journal update**
		+ Editorial meeting met today; target journal launch prior to fall conference.
		+ Would like to get a teaser “article” (100-500 words) on journal from Tinto on what he’ll discuss on conference. David will follow up on possibility.
		+ Members of committee split journal into section and each person has a section. Next meeting in January.
		+ Journal name = Student Affairs on Campus
		+ Domain name = [www.studentaffairsoncampus.com](http://www.studentaffairsoncampus.com). Has separate web support and will link to TACUSPA’s website.
6. **Secretary Report – Paulina Mazurek**
	* Updates
		+ Spoke with Amanda Drum. Will plan a trip to archives to fill in some blanks for records.
		+ Will gather materials for 90th celebration.
		+ Email ideas for 90th celebration to Paulina.
7. **Treasurer Report – Lisa Nagy**
	* 2012 Taxes
		+ January 15 deadline.
		+ Will work on tying up loose ends soon. Will close out Nov (end of quarter). Next meeting will present end of quarter budget.
8. **Approval of Reports:** Deidramoved to approve all reports. John seconded. Motion passed unanimously.

1. **Old Business**
	* Officer goals still needed from Heather, Adam, Lisa, Stephanie. Please send to Alicia as soon as possible.
	* Alicia requested status of contacting potential volunteers: Hope has not connected; Rishi identified co-commissioners for GEAR.
	* Have not heard back from ACPA. Alicia will add “Strategy to collaborate with ACPA” agenda item to January meeting.
2. **New Business**
	* On site meeting in January will run from lunch on Monday, January 14 through 11 am on Tuesday, January 15.
3. **Adjournment:** Lisamoved to adjourn meeting. Rishi seconded. Meeting adjourned at 2:19 pm