

## TEXAS ASSOCIATION OF COLLEGE & UNIVERSITY STUDENT PERSONNEL ADMINISTRATORS

### Meeting Minutes Monday, April 7, 2014

**Members Present:** John Kaulfus, Alicia Huppe, Lisa McDougale, Jeff Jackson, Stephanie Box, Rishi Sriram, Dan Moore, and Paulina Mazurek. Fellows: Ah Ra Cho, Christina Wan and Jessica Erwin.

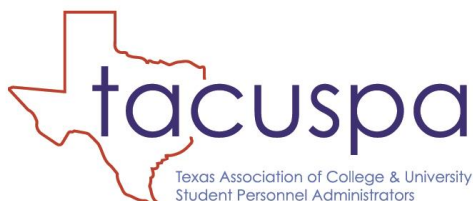
**I. Call to Order:** John Kaulfus (President) called the meeting to order at 12:05 pm.

#### II. Approval of Minutes (February 2&3, 2014)

Lisa McDougale (President-Elect) moved to approve March 3, 2014 meeting minutes. Stephanie Box (VP for Membership) seconded. Meeting minutes passed unanimously.

#### III. President – John Kaulfus

- **Fall 2014 Conference Update**
  - Location: Sheraton, Arlington, TX
  - Date: October 12-14, 2014
  - Theme: Student Affairs Leaders: Staying Ahead of the Curve!
  - Review Proposed Timeline
    - Not doing postcard for next conference
  - Review Proposed Budget
  - Review Proposed Conference Schedule
    - **Action: John, Molly and Charlin will:**
      - Touch base with the University of Houston to see if they need meeting space at conference
      - Look into overlap of Tuesday Case Study competition and last Ed session.
      - Arrange meeting space for the Journal's Editorial Board at the conference and add to calendar
      - Confirm that World Series 1&2 are big enough to host COSSVP
    - If there are other changes, board should notify Molly and Charlin and cc John
  - Sponsorship Discussion – Deferred to May meeting
- **Higher Education Law Conference (recap)**
  - 37 TACUSPA members present (7 went to dinner Monday night and breakfast Tuesday Morning)
  - Dan gathered informal feedback on topics participants would like to see
  - **Action Item: Dan will send feedback in bullet form to John and Lisa M.**



- **Future Board Meetings**

May 5	July 7	August 4	September 8
-------	--------	----------	-------------

- **Quarterly reports**
  - **Due: June 15**, and September 15

#### **IV. President-Elect – Lisa McDougle**

- **2015 Fall Conference Update**
  - Received proposal from Corpus Christi
  - Reached out to San Antonio Visitor's bureau, one bid returned
- **Future Needs Assessment Update/Feedback from board**
  - Stephanie mentioned that some demographic information may be redundant on the needs assessment since it is already captured as part of a members' profile online
  - **Action Item: Lisa will add "Fall Conference" as an option for question #6**

#### **V. Past President – Alicia Huppe**

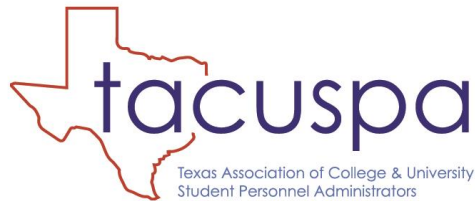
- **Newsletter Updates:**
  - The next newsletter will go out at a time that will coincide with conference deadlines
- **Election Updates and Discussion**
  - Election will take place in the month of May; voting ~2 weeks
  - Has reached out to Barry McKinney for assistance

#### **VI. Vice President for Administration – Elizabeth Massengale (Not present; No report)**

#### **VII. Vice President for Membership & Marketing – Stephanie Box**

- **2014 Membership Updates**
  - 45 institutional members renewed, filling 373 membership slots; we are missing 14 campuses (all have received reminders).
  - Total membership - 438
  - Social media logo has been created
  - Logo use guidelines in the works

#### **VIII. Vice President for Education & Professional Development – Adam Peck (Not present; No report)**



#### **IX. Director of Technology – Jeff Jackson**

- Action item: Jeff will get clarification from COSSVP the specifics on what they need/want from our website capabilities. Are they looking for presence? To take payments??
- Action Item: Jeff will confirm with Mark if there are any tax implications and if there would be any additional cost to TACUSPA
- Action Item: Once Alicia has candidate information, Jeff will put on website for viewing (week of April 21)
- Suggestion to use Google Docs or Wufoo for scholarship applications. Wild apricot doesn't have good form builder.

#### **X. Director of Research – Rishi Sriram**

- Email is ready to send out information on proposals for research grant AND call for articles

#### **XI. Secretary Report – Paulina Mazurek**

- Action Item: Will work with Amanda on gathering some historical documents for website
- Action Item: Will work with individual board members to gather documents for archives.

#### **XII. Treasurer Report – Mark Munguia (Not present; report via John)**

- All paperwork submitted for credit card, should hear something soon
- Verbiage for Operation Handbook revised
- Will soon be able to update credit card payment option online

#### **XI. Approval of Reports** Alicia Huppe (Past President) moved to approve reports. Lisa McDougale (President Elect) seconded. Reports passed unanimously.

#### **XIII. Old Business**

#### **XIV. New Business**

#### **IV. Adjournment.** Jeff Jackson (Director of Technology) moved to adjourn meeting, Lisa McDougale (Past President) seconded. John Kaulfus (President) adjourned meeting at 12:46 pm.