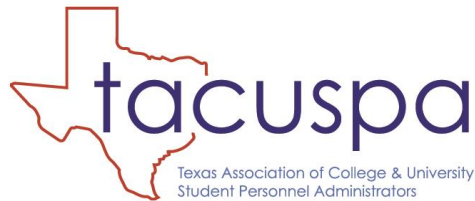


**TEXAS ASSOCIATION OF COLLEGE & UNIVERSITY  
STUDENT PERSONNEL ADMINISTRATORS**

**Meeting Minutes  
Monday, February 2, 2015**

**Members present:** Jeff Jackson, Brandon Griggs, Adam Peck, Mark Munguia, Rishi Sriram, Elizabeth Massengale, Paulina Mazurek, Stephanie Box, Molly Albart and Deidra Stephens.

- I. **Call to Order.** Adam Peck (President-Elect) called the meeting to order at 12:02 pm
- II. **Approval of Minutes (December 2015)**  
Rishi Sriram (Director of Research) moved to approve December meeting minutes. Brandon (VP for Education) seconded. Meeting minutes passed unanimously.
- III. **President – Lisa McDougle (Presented by Adam Peck/Lisa Perez)**
  - **Fall 2015 Conference Update**
    - Dr. Marc Lamont Hill has been confirmed as a speaker
    - Dr. Johnnetta Cole declined our offer to speak
    - Received a quote from Joe Martin (\$7600 range for keynote and presentations)
    - Conference committee will discuss \$25 rate increase for conference. As per Mark, if we didn't increase rates, we would have to decrease expenses to break even.
    - Voting on conference budget is deferred until next meeting.
    - 2015 conference committee used 2014 conference budget template and adjusted cost for meals and minor edits on participant gift expenses.
    - Elizabeth Massengale motions to approve 2015 Fall Conference budget as presented with the option to reevaluate.
    - Goal – 300 participants
  - **Higher Education Law Conference**
    - March 30-31, 2015. Deadline to apply Feb 27 for scholarships. TACUSPA will give up to 4 scholarships.
    - Conference Chair: Dan Moore
  - **Future Board Meetings:** March 1-3, April 6, May 4, June 1, August 3 and September 14
  - **Board and Strategic Planning Meeting.** Will start with lunch on March 1, 2015 at Omni Corpus Christi hotel. Will conclude approximately 11 am on March 3, 2015.
  - **Quarterly reports due March 15,** June 15, September 15.
  - 90<sup>th</sup> Anniversary Celebration
    - 90 for 90 Logo. Stephanie Box (VP of Membership & Marketing) moved to approve the proposed TACUSPA 90 for 90 logo, Jeff Jackson (Director of Technology) seconded. Motion passed unanimously.
    - 1925 Club Logo. Board agrees to move forward with proposed logo if the word "club" is added.



#### IV. **President-Elect – Adam Peck**

- **2016 Fall Conference Hotel Update.** Will not move forward with Hyatt Lost Pines for 2016 conference because resort needed 225 room guarantee, which doesn't give TACUSPA enough flexibility.
- **2016 Fall Conference Planning Team**
  - Email went out for volunteers. ~35 members responded.
  - A conference committee will be formed once a venue is selected.
  - After conference committee is named, volunteers will be contacted.

#### V. **Past President – John Kaulfus**

- **2014 Conference Final Budget Presentation** (Attached) (Charlin Jones & Molly Albart)
  - There are three outstanding conference registrations (Corey Benson has reached out to those individuals)
  - Fellowships and scholarships were counted in the budget
- **Newsletter Update.** Next Newsletter out April 1
- **Election Timeline** (attached)

#### VI. **Vice President for Administration – Elizabeth Massengale**

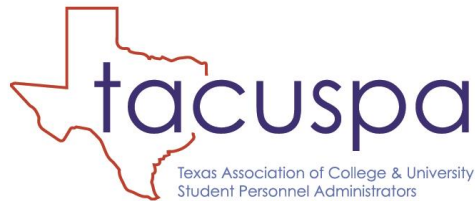
- **Policy Manual updates.** Starting to work on annual awards, Michelle Lopez awards chair.

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

- **Membership Update**
  - 134 open spots for membership
  - Discussion - How do we confirm “student members” are truly student members based on the description in the ops manual? For example, some students are both full time students and full time employees. We may just need to clarify web content vs. manual content and trust people will do the right thing, or do we ask for a class schedule?
- **New bundle system.** Did a test run with UNT HSC. Found some glitches and will try to fix them.
- **Volunteers.** Will need to remind them to renewal is needed

#### VIII. **Vice President for Education & Professional Development – Brandon Griggs**

- **Conference Opportunities.** Trying to reduce # of people in multiple positions in order to give opportunities to other volunteers. Is there a formal process to appoint members to committees?



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

- **TACUSPA Web support for COSSVP** (attached)
  - *Option 1:* Create a subdomain page (tacuapa.net/cossvp). It would have a COSSVP branding, but a TACUSPA color scheme look and feel.
  - *Option 2:* Create a separate Wild Apricot site that will keep data and finances separate. COSSVP can retain their own URL (cossvp.org) and identity.
  - COSSVP's needs: question sheets, minutes, collection of online payments, ability to message members, minimal member mgmt.
  - Discussed implications for treasurer position. Tax-wise would need to mapping out how that would be tracked.
  - **Action Item: Board members should send Jeff any updates for respective committee pages.**
  - **Action Item: Jeff will work on history section on site**

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

- **Journal Update.** 588 unique visitors since inception.

**XI. Secretary Report – Paulina Mazurek**

- **No report**

**XII. Treasurer Report – Mark Munguia**

- **Financial Report**
  - Checking Account: \$10,8940.63
  - \$5,300.05 from 2015 membership
- **Update on taxes.** Reviewed in December and mailed out Dec 17.

**XIII. Approval of Reports.** Brandon Griggs (VP of Education) moved to approve reports. Stephanie Box (VP of Membership & Marketing) seconded. Reports passed unanimously

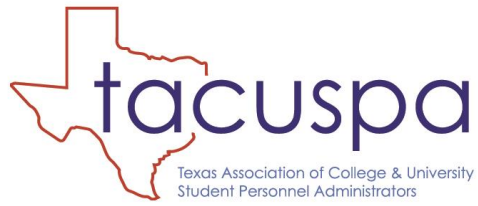
**XIV. Old Business.**

**XV. New Business**

**XVI. Adjournment.** Adam Peck (President-Elect) adjourned meeting at 1:00 pm

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Supporting Material Below....



2015 Election Timeline.msg



COSSVP Proposal  
LH[2].docx



TACUSPA Fall 2014  
Conference Budget.xls