

TACUSPA EXECUTIVE BOARD MEETING AGENDA

December 20, 2004

Call (940) 369-7186 for our conference call on Monday at 1:30 (no code required): [I understand some will be on Christmas holidays -- just let me know if you cannot call in.]

Present: D. Biggers, B. Jacobs, K. Swanson, K. Rogers, S. Benn, S. Sutton, T. Moorman, A. Chesser, D. Graves, T. Corti

Absent: E. With (on Holiday vacation)

1. Approval of minutes
2. President's Report – Bonita
 - a. Summer '05 conference report (Elizabeth): No report.
 - b. Fall '05 conference report: T. Corti expects the conference committee to meet again in early January. Tom asked what guaranteed number he should give the conference hotel; after a brief discussion regarding the location, travel funds available for attendees, etc. Tom will talk with Sherri Benn about her guaranteed number for the Austin conference. Tom is also working on developing a conference budget as well as a keynote speaker for Sunday evening.
 - c. Spring Board Meeting: T. Corti confirmed Monday, January 31 for the on site Board meeting. The Board will arrive in time for a 7:00 pm dinner on Sunday evening and meet throughout the day on January 31 (done by 3:00 pm).
 - d. Appointment for VP for Administration: B. Jacobs mentioned two names that we could consider for the position. Bonita asked that we consider balance on the board (e.g., geographical, type of institution, etc.). The Board felt that a “detailed oriented” person was needed. Based on the discussion, Bonita will approach the recommended person and talk about his/her interest.
 - e. Appointment for New Professionals Institute: B. Jacobs has someone in mind for this position. Bonita that the Board look at someone that is structured and organized for this important role.
3. Past President's Report: D. Biggers reported that she will present an elections timeline at the meeting in January.
4. President-Elect's Report: K. Rogers mentioned that the audit is being completed currently (cost is \$1200). Keri also talked about future conferences, noting some of the concerns about planning a conference in the Texas Panhandle. She expressed the opinion that some have expressed about not having a summer conference, but rather an “institute” format. A discussion ensued regarding the pros and cons of having a summer conference. In addition, several folks shared their experiences with an “institute”

format. Bonita asked that we continue the conversation at the next meeting. Keri also asked that we talk to TACUSPA members on our campuses about their thoughts on this issue. Keri mentioned that she is still considering the Dallas area as the location for the Fall 2006 conference.

5. VP for Administration's Report: Kathrine reported that she is getting her files in order in preparation for the new Vice Chair. Bonita asked Kathrine to send her a brief summary of the committee positions. Kathrine gave her new email at kswanson@mc3.edu

6. VP for Membership and Marketing's Report: D. Graves presented Tricia Van Duser as the Four year Caucus Chair and Rynn Sloan as the Professional School Caucus Chair. Bonita asked for a motion, and T. Moorman made the motion and K. Rogers seconded that these two individuals be appointed. The voice vote passed unanimously. Deidra mentioned that Bonita Butner was willing to return as the Graduate Student Caucus and Research Chair. Deidra mentioned that she needs to recruit caucus chairs for Private Schools and Two Year Schools. Deidra also asked the Board to accept her proposal that TACUSPA offer a free conference registration to each graduate preparatory program in the state in order to increase graduate student participation (see attached).

7. Database Manager's Report: T. Moorman reported that he will send renewal notices in the near future. Thomas also reported that he still needs to collect the names of the new members received via the Fall conference registration.

8. Treasurer's Report: A. Chesser reported that TACUSPA has a balance of \$36,693.54 in the checking account and \$27,178.25 in the business investment account. Amanda plans to talk to K. Rogers about transitional issues soon.

9. Old business: B. Jacobs asked T. Corti to consider a keynoter that may draw more to the conference. The Board will consider dedicating some reserve funds in order to pay for any increased costs for such a speaker. Quarterly Reports will be due at the meeting in Laredo on January 30-31.

10. New business: None

11. Next meeting: Wednesday, January 19 beginning at **1:00 pm** (not 1:30 pm).

12. Adjournment: The meeting adjourned at 2:31 pm.

Reviewed & Approved by the TACUPSA Board on 1-19-05

Proposal to Increase Higher Education Faculty Participation in Conference

Submitted by Deidra Graves,

Vice President for Membership & Marketing

- Goal:** To increase participation of faculty who teach in Texas student affairs preparation programs in TACUSPA activities.
- Strategy:** Offering free fall conference registration to one faculty member from each student affairs preparation program in Texas.
- Potential Impact:** Faculty involvement in TACUSPA would benefit the organization in several ways:
- Increase the number of conference registrations.
 - Increase the potential for research-intensive education sessions at conferences.
 - Increase the number of expert resources for plenary sessions, the graduate student case study competition, and other initiatives.
 - Promote the organization to students entering the student affairs profession.
 - Provide a mechanism for TACUSPA members to recruit new student affairs professionals.
- Budget:** At this time, eight preparation programs have been identified in Texas: University of North Texas, Texas Tech University, Baylor University, Texas A&M University, University of Texas, Texas A&M University-Commerce, Texas State University, and Sam Houston State University. Conference registration is \$170 for members and \$210 for non-members. Presumably, most faculty are not members, so this proposal could cost TACUSPA up to \$1,680 in lost conference revenue. However, actual costs will be much lower. Not all institutions will take advantage of the offer, and TACUSPA will only have to provide meals and resources to those who do.
- Responsibility:** TACUSPA Vice President for Membership & Marketing, GEAR Chair, and Fall Conference Chair
- Timeline:** Fall 2005
- Recommendation:** Highly recommended - this proposal is a low cost opportunity to generate more interest in TACUSPA among faculty preparing students to enter the student affairs profession and researchers in the field of higher education.