



TEXAS ASSOCIATION OF COLLEGE & UNIVERSITY STUDENT PERSONNEL ADMINISTRATORS

**Meeting Minutes
Thursday, March 5, 2009**

Members present: Amanda Drum, Jennifer Edwards, Hope Garcia, Alicia Huppe, Sandi Osters, Elizabeth Massengale, Trisha Van Duser, and Elizabeth With.

Absent: Marlon Anderson, Gary Edens, Rusty Jergins, John Kaulfus, and Tom Reber.

I. Call to Order

Meeting called to order at 3:02pm.

II. Approval of Minutes

- a. Approval of January 29-30, 2009 minutes with amendments: 1) Delete first "at" in Section I; and 2) Replace "approved operating budget" with "unallocated budget" in Section VII., vi. Amanda motioned to approve minutes, Alicia seconded . Minutes approved.

III. President Report – Elizabeth With

- a. UNT Law Conference Update: Noted that many members are not registering for the TACUSPA dinner, only 5 registered so far.
- b. Texas A&M Graduate Student Dinner: Thursday, February 26 – Attended and distributed brochures Marlon created. Thanks to Marlon for creating the brochures.
- c. Letter regarding supporting bills to legislatures: Nancy Footer said we could send a letter, but the better option would be to outline pros and cons of a bill, rather than taking a particular position.
- d. Still waiting on confirmation from Eliot Chenaux accepting NPI chair position.

III. Past President Report – Rusty Jergins

- a. Absent – no report.

IV. President-Elect Report – Amanda Drum

- a. Survey: Discussed survey results.
- b. Fall 2010 Conference Ideas: Fort Worth seems to be the best option; searching for a conference chair.

V. Vice President for Administration – Alicia Huppe

- a. Collaboration with community colleges: will start making contacts soon.
- b. Has not received any scholarship applications for the UNT Law Conference
- c. Operations Manual: working on it to make updates.
- d. Needs scholarship committee chairperson suggestions

VI. Vice President for Membership & Marketing – Marlon Anderson



- a. Absent – no report.

VII. Director, Database Management & Technology – Elizabeth Massengale

- a. Domain name for TACUSPA expires in 2014
- b. Renewed 304 memberships as of today.
- c. Added minutes to website for access to all members, working on adding the other documents to the website as well.

VIII. Secretary Report –Trisha VanDuser

- a. Created list of all items needing archived for TACUSPA records.
- b. Alicia motioned to approve September 26, 2008 minutes, Elizabeth W. seconded. September 26, 2008 minutes approved.

IX. Treasurer Report – John Kaulfus

- a. Absent – sent reports via email to board.

X. GEAR Commission Report – Sandi Osters & Jennifer Edwards

- a. Jennifer is working on the blog and article competition

XI. Newsletter Report – Hope Garcia

- a. Will plan to send out newsletters in February, May, August, and November

XII. New Business

XIII. Old Business

XIV. Next Meeting

- a. April 5, 2009, 2:00 p.m. – University Union, University of North Texas OR April 7, 2009 at 4:30pm.

XV. Adjournment

- a. Amanda motioned to adjourn the meeting at 3:40pm. Meeting adjourned.



Action Items

President – Elizabeth With

1. Contact Eliot Chenaux to ask if he will serve as co-chair of NPI. - **DONE**
2. Draft a welcome to the profession letter from TACUSPA to all new graduate students accepted into programs in Texas.
3. Ask John Kaulfus to email updated budgets to board members. - **DONE**
4. Ask Nancy Footer if TACUSPA can send letters to legislature supporting/not supporting certain bills. - **DONE**
5. Changes/additions to strategic plan/goals

President Elect – Amanda Drum

1. Survey membership regarding Fall 2010 conference location - **DONE**
2. Coordinate assessment of membership and past conference attendee geographic locations.

Vice President for Administration – Alicia Huppe

1. Contact community college association for interest in collaborations.
2. Changes/updates to Operation Manual regarding Distinguished Service Award.
3. Outline Fellowship Program evaluation process and add to Operations Manual.
4. Compile interview questions from board members for Fellowship Program evaluation process. - **DONE**

Vice President for Membership & Marketing – Marlon Anderson

1. Outline plan for direct marketing to all Texas graduate programs in Higher Education.
2. Assist in coordination reception for students at TAMU in February. - **DONE**

Director, Database Management & Technology – Elizabeth Massengale

1. Check to see if TACUSPA domain name needs to be renewed. - **DONE**
2. Research options for online membership renewal and online conference registration.
3. Add to website: strategic plan, financial statements, board meeting dates and minutes, organization chart, and agendas.

Secretary – Trisha Van Duser

1. Ask Misty Smethers to coordinate TACUSPA reception dinner/event at the UNT Law Conference. - **DONE**
2. Create list of all items needing archived for TACUSPA records. - **DONE**

GEAR Commission – Sandi Osters & Jennifer Edwards

1. Get more information about the guest bloggers needed on the website. - **DONE**
2. Send list of all faculty in higher education programs in Texas to board members.
3. Assist in coordinating reception for students at TAMU in February. - **DONE**