



TEXAS ASSOCIATION OF COLLEGE & UNIVERSITY STUDENT PERSONNEL ADMINISTRATORS

Minutes
Sunday, April 5, 2009

Members present: Marlon Anderson, Amanda Drum, Alicia Huppe, John Kaulfus, Rusty Jergins, Elizabeth With. Absent: Elizabeth Massengale & Trisha Van Duser.

I. Call to Order

Meeting called to order by Elizabeth With.

II. Approval of Minutes

- a. March 5, 2009 minutes tabled to be approved at May 7, 2009 meeting.

III. President Report – Elizabeth With

- a. UNT Law Conference Update: 48 TACUSPA members have signed up for the conference with an additional 14 new members. This exceeds our goal of 50 TACUSPA members attending the conference. There are 30 members registered for the TACUSPA dinner and that includes graduate student scholarship recipients who are being reimbursed from Elizabeth With's account. Amanda suggested that the board be introduced at the dinner and introducing the speaker. The conference already sent a check on behalf of TACUSPA. John requested a copy of the invoice for his records.

III. Past President Report – Rusty Jergins

- a. Elections: A call for nominations went out and the deadline is April 17. Rusty will send out another reminder. Alicia noted that a template exists that would allow applicants to list relevant credentials. Alicia will send this out so nominees know what to write about themselves. In the past, elections have been administered through Zoomerang, Survey Monkey and E-Ballot. No progress on the Distinguished Service piece.

IV. President-Elect Report – Amanda Drum

- a. 2010 Conference: Lisa Nagy has accepted the position as 2010 conference chair. Fort Worth looks like a great option, but they are having problems finding a hotel that will offer the state rate. They are still looking for other options. Arlington is the next possible location and offers shuttles and trolleys that may eliminate the need for rental cars for those flying to Dallas. Looking for ideas on a theme. Rusty suggested waiting to see what the legislature does.
- b. New Professionals Institute: Option of having Keri Rogers chair.
- c. Operations Manual: Amanda noted that the manual states that the VP for Administration will update the manual and the President-Elect will distribute.

V. Vice President for Administration – Alicia Huppe



- a. Working on getting the Constitution and Bylaws on the website
- b. Quarterly reports: Alicia asked if we are still submitting quarterly reports. Elizabeth W. stated that we will not need them this year, but we can leave that to the discretion of each president. Amanda noted that the purpose is that they show that what was intended as a goal was met by certain deadlines or end of the term.
- c. Fellowship Program: She will advertise after Spring Break for new professionals and current graduate students. The deadline will be May. Interviews will be held by the board most likely by phone. Interviews are not necessary, but would be good to give them interviewing experience and will add to the prestige of the award. Certificates will be used as awards since they may hold meaning for them and it allows the giving of “something” to those what are not receiving checks. For professional staff, perhaps a letter of recognition to their supervisors. It would distinguish between scholarship and fellowship awards.
- d. Jason Simon and Tami Tucker are the scholarship recipients for this conference.
- e. Alicia tried to contact the JCCCSPT president, LaRonda Ashford, since the last activity on the website was Fall 2007.
- f. Conference Manual: Does this still exist? It was last updated in 2004. It should be kept current so that conference chairs do not run into problems financially or otherwise. Amanda will look at the latest version, update and share it with Lisa.

VI. Vice President for Membership & Marketing – Marlon Anderson

- a. GEAR & Graduate Student Caucus: having challenges with gathering members.
- b. Planning for a visit with Austin Community College.
- c. Texas A&M visit went very well.
- d. Plans for future visits to possibly Texas Tech and Collin County Community College (offered to host a lunch for TACUSPA). Will advertise throughout the summer for fall visits.

VII. Director, Database Management & Technology – Elizabeth Massengale

- a. Absent – no report.

VIII. Secretary Report –Trisha VanDuser

- a. Absent – no report.

IX. Treasurer Report – John Kaulfus

- a. Credit card payments: Would like to move to this possibility for those attending conferences. PayPal is the only option known at this point, but he will keep looking for other institutions/organizations who use other avenues. For now, checks can still be accepted and John has a credit card machine.
- b. Moving Funds: Would like to move money into the CDs, but with any travel freezes or economic changes, we may not want to move money that will be inaccessible. Rusty expressed a concern about moving too much money into CDs since it creates more accounts to keep up with. Amanda motioned to transfer \$20,000 from Checking into the BIA (\$15,000 from Operations and \$5,000 from Conferences). Alicia seconded. Motion passed unanimously.



- c. Advisory Board: Working on identifying members. Rusty will continue on board. Amanda will move off the board during her presidency.

X. New Business

- a. Second Newsletter: May – announce fellow winners (if available); promote the fall conference and registration; notification of scholarships (Jackie); 3rd quarter budget update; hotel info for 2010 conference with a save the date; legislative updates from Tom; article on research stuff; highlight those who have been accepted into a program (Sandi/Hope); any comings, goings and promotions; best practices/highlight programs; and NPI.

XI. Old Business

- a. Strategic Plan: Looking to this document for goals. Organize according to officer role/positions. Update the plan online to illustrate what has been completed and when; what is in the process; an article for the newsletter; and get draft to the board before the next conference call (Elizabeth W.) Suggestion to co-sponsor a conference with TACCRAO. Elizabeth W. will contact Rebecca Lothringer at UNT about 2010 or 2011.

XII. Next Meeting

- a. May 7, 2009, 2:00 p.m. – University Union, University of North Texas

XIII. Adjournment