



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

Minutes

Thursday, August 9, 2007

I. Call to Order

II. President Report – Thomas Moorman

- a. Summer 07 Symposium Final Report - Once all final payments have been made and the sponsor checks received, the conference will net about \$600.00.
- b. Fall 07 Conference Report – November 3-6, Marriott Quorum Hotel; Addison, TX – Program proposals went out and were closed. However, it appears that the distribution did not include the TACUSPA membership. This will be researched and solutions suggested. The TACUSPA Business Meeting and Awards will be at lunch on Monday.
- c. Next Meetings: September 13th meeting will be short reports and a discussion of the members assessment conducted by Dr. Sutton.

September 13, 2007
October 11, 2007
*November 3, 2007 Addison, TX

*On-site meeting and will begin at 1:00 -400 PM – (Confirmed Time)

III. Past President Report – Keri Rogers

- a. Newsletter – Staffing Suggestions – Appointments should be made by the president and past-president. Thomas recommended Amber Dean from his campus. Charlin Jones from the UTSA campus is interested also. They will need to solicit information for four issues per year. These issues should include: institutional events, promotions/new hires, and position openings (and more). The newsletter should link back to the website.
- b. Election – completed and new officers will be inducted at the Fall conference
- c. Competition to provide members incentive to produce scholarly works – No submissions, will try again next year.
- d. Recognition of membership accomplishments – Deadline August 31, 2007 – John at UTSA is handling this.

IV. President-Elect Report – Stephen Sutton (Elizabeth With for 2007-2008)

- a. Conference Sites for 2008
 - i. Summer 2008 – The chair will be Linda Bullock from UHCL. The conference will be in the Houston Area.
 - ii. Fall 2008 Houston Area The chair will be David Rachita. The conference will be in the Galveston Area.
 - iii. Member Assessment/needs analysis – We will discuss this on September 13, 2007.

V. Vice President for Administration – Alicia Huppe

- a. Updates to the Operation Manual – Has been completed



- b. Fellowship Program – We will launch the program this fall. The Fall Scholarship recipients and NPI participants will be involved.

VI. Vice President for Membership & Marketing – Deidra Stephens

- a. Caucus v. Project Leaders (Open discussion and planning) – No action
- b. Research Grants – Two submitted for this year. These are under review. Two years ago, David Ortiz received the award, but he now lives out of state and it is too difficult for him to attend the conference. It was decided to allow him to submit a submission to the newsletter. In the future, we will only provide half of the award to the recipient up front. The second half will be held until a presentation has been made at a conference. The presentation must be within two years of the award. This will begin in 2008.
- c. New Professionals Caucus – (Strategic Plan)
- d. Faculty Conference Registration – Deidra will prepare certificates for the conference. Everyone needs to provide her with the names and positions for the certificates.
- e. Marketing Strategies – Volunteer sign up sheets will be available at the conference.
- f. Networking opportunities for membership – (Strategic Plan)

VII. Director, Database Management & Technology – Elizabeth Massengale

- a. Membership Update – 350 members – 55 institutions
- b. Job placement information for membership – Website updated, monthly position announcements are being distributed to the Listserv.

VIII. Secretary Report – Trisha VanDuser

- a. Approval of the Minutes – Minutes Approved

IX. Treasurer Report – Amanda Drum (John Kaulfus for 2007-2008)

- a. Financial Report
- b. 2008 Budget Proposal Process
- c. Motion by Deidra: “TACUSPA authorizes Amanda Drum to invest 10K to a 3 year CD”
Seconded by Steve. Friendly amendment from Alicia: “from the BIA Account” Approved.

Motion to approve officer reports: Steve

Motion Seconded by: Keri

Motion passed.

X. Old Business

- a. Projects for 2007
 - i. History of TACUSPA – Lisa McDougale
 - ii. History of Award Recipients (add to website) - Lisa McDougale (Elizabeth M.)
 - iii. Mentor Program – Alicia Huppe
 - iv. Update Database with Non-Member information (send requests to CSAO)
Elizabeth Massengale
 - v. Electronic Conference Evaluations – Misty Holt
 - vi. Establishment of a TACUSPA Foundation (Scholarships & Grants) – Thomas Moorman



XI. New Business

Awards and Recognition: 1 for distinguished service, 1 for mid level, 1 for New Professional, none for faculty or dissertation awards.

XII. Next Meeting

- a. September 13th at 3 PM Conference Call
- b. Conference Call line: 1-888-391-2102. Pass Code: 5090417

XIII. Adjournment

Motion by Keri, Second by Alicia Adjourned at 4:07 PM.