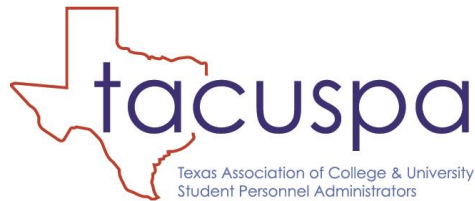


TEXAS ASSOCIATION OF COLLEGE & UNIVERSITY STUDENT PERSONNEL ADMINISTRATORS

Meeting Minutes
Sunday, October 12, 2014

Members present: John Kaulfus, Lisa McDougale, Mark Munguia, Alicia Huppe, Stephanie Box, Rishi Sriram, Adam Peck, Paulina Mazurek, Brandon Griggs.

- I. **Call to Order.** Lisa McDougale (President) called the meeting to order at 2:02 pm.
- II. **Approval of Minutes (October 12, 2014)**
Adam Peck (President-Elect) moved to defer October 12, 2014 meeting minutes to December meeting. John Kaulfus (Past President) seconded. Meeting minutes deferred.
- III. **President – Lisa McDougale**
 - A. **Fall 2015 Conference Update (Lisa Perez & Corey Benson)**
 - Location: Omni, Corpus Christi, TX
 - Date: October 4-6, 2015
 - Theme: Making Waves for 90 Years
 - NPI Chair: Thomas Moorman
 - 90th Anniversary Celebration Chair: Amanda Drum
 - Committee has begun to meet and discuss possible keynote speakers for conference.
 - Suggestions for speakers from committee and board are: Dr. Jeanetta Cole, John Quiñones, Lisa Wang, Shawn Harper
 - Ideas for “fund”-run (along the beach)
 - Considering going off conference site for dinner
 - Considering dueling piano event after dinner Sunday
 - Considering tour of Texas A&M CC campus Sunday afternoon
 - Considering honoring of past Caswell recipients/past presidents for 90th celebration
 - **Motion: Lisa McDougale (President) requests approval to spend \$15,000 on Dr. Johnetta Cole with the intention of the conference budget covering the expense but with the option to have the board cover the expense if conference revenues are not adequate to do so.** Discussion reflects some hesitations on this motion in order to renegotiate price or include more value (pre-conference, graduate breakfast, etc.). Lisa McDougale rescinds motion and will revisit in December.



- Motion: John Kaulfus (Past - President) request approval to spend up to \$300 towards the purchase of an emerald necklace to be given away in a prize drawing as part of the TACUSPA 90th anniversary celebration. Stephanie Box (VP for Membership) seconded.
- Action Item: 2015 Conference Committee will discuss parameters for possible conference fee changes.

B. Higher Education Law Conference

- March 30-31, 2015
- Appointment of conference liaison for TACUSPA: Dan Moore

C. Monthly Meeting Details

- Call **805.399.1200** access code: **610936**
- Future Meeting Dates (All calls between 12-1 pm):
 - December 1
 - February 2
 - March 1-3 (on site – Corpus Christi, TX)
 - April 6
 - May 4
 - June 1
 - August 3
 - September 14

D. Strategic Plan

- Motion: John Kaulfus (Past President) motioned to pay Dr. Deborah Chang \$50 from president's miscellaneous budget for her analyzing data from most recent TACUSPA needs assessment. Adam Peck (President-Elect) seconded.
- Action Item: Lisa McDougale will send action items to board and determine a date for meeting date to work on strategic plan.

E. Newsletter co-editors: Christine Self and Laura Kinch

F. Quarterly reports

- Due December 15, March 15, June 15, and September 15

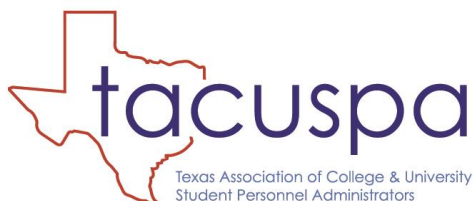
G. Officer Goals for 2014-2015. Attached below.

H. Housekeeping Items

- Volunteer/CIO Supervisor Form – Please review and sign
- Distribution of Volunteer Forms

IV. Vice President for Membership & Marketing – Stephanie Box

- A. Membership Update – Final Totals
- B. Discussion to merge technology and membership/marketing committee
- C. Motion: Lisa McDougale (President) motioned to suspend board meeting until 12 pm on Tuesday, October 14, 2014. Rishi Sriram (Director of Research) seconded. Meeting suspended and will resume on Tuesday.



Meeting Minutes (continued)

Tuesday, October 14, 2014

Meeting Resumed: Lisa McDougale (President) called the meeting to order at 12:02 pm.

Members present: John Kaulfus, Lisa McDougale, Mark Munguia, Alicia Huppe, Stephanie Box, Rishi Sriram, Adam Peck, Paulina Mazurek, Brandon Griggs, Lisa Perez, Molly Albart, Charlin Jones, and Corey Benson. *Fellows:* Christi Grudier, Stephany Lopez, Mara Jackson, and Christopher Hensley.

I. Introductions President-Elect – Adam Peck

A. Formalizing relationships with NASPA and COSS/VP

Memorandum of understanding 1st draft (attached)

Discussion on concerns (pros and cons)

Action item: Adam will put together focus group.

B. Payment of TACUSPA Fellowships/Scholarships

Mark will consult with accountants to determine decisions on how it will be reflected

C. Communities of Practice

D. 2016 Fall Conference

- Suggests Richard Kealing and Lacy Claver as committee chairs
- TXDOS is interested in TACUSPA hosting their website
- Motion: Adam Peck (President-Elect) motioned to select Austin, TX as conference site for 2016, Brandon Griggs seconded. Motion passed unanimously.
- Action Item: Adam will look into sites for conference. Possible Hyatt Lost Pines.

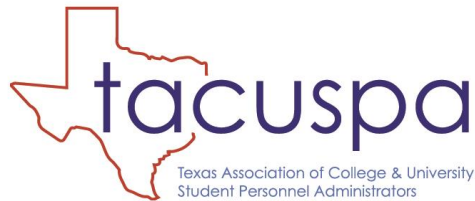
II. Past President – John Kaulfus

A. 2014 Conference Update

- 283 registrants = 9 people didn't show
- Budget numbers not yet finalized
- A/V and food cost was higher than expected
- Challenges for this conference: Two chairs for sponsorships may be helpful. Putting mentors in Graduate Breakfast, not to lose face to face contact
- Conference evaluation will go out tomorrow or Wednesday
- Kacey is stepping down as assessment chair. Maybe someone who also uses campus labs because that is what she is doing currently...for continuity

B. Newsletter Update

- First newsletter will go out December 1.
- Action Item: Lisa's "from the President" letter to be submitted by November 15 for newsletter.



- III. **Vice President for Administration – Elizabeth Massengale**
 - A. **Updates to Operations Manual**

- IV. **Vice President for Education & Professional Development – Brandon Griggs**
 - A. **Action Item: Brandon will reach out to begin developing future webinar facilitators.**
 - B. Suggestion to have a graduate seminar

- V. **Director of Technology – Jeff Jackson**
 - A. **No Update**

- VI. **Director of Research – Rishi Sriram**
 - A. **Journal Update**

- VII. **Secretary – Paulina Mazurek**
 - A. **No Report**

- VIII. **Treasurer – Mark Munguia**
 - A. FY15 Budget Update
 - B. Discussion on Fellow/Scholarship allocations
 - C. Keynote will show as conference expense
 - D. Financial Advisory Committee – Keri Rogers, Amanda Drum, Rusty Jergins. FAC asked about the source of funding for gifts given to the conference committee. They asked that the Operations Manual be reviewed to see if funds for conference gifts are allowable. **Action item: Paulina to look back on minutes to research where this was reflected.**
 - E. Will continue to reconcile, as taxes are due in December
 - F. Authorized Signature Change has been made

- I. **Approval of Reports.** Alicia Huppe (Past President) moved to approve reports. Stephanie Box (VP for membership) seconded. Reports passed unanimously.

- IX. **Old Business**

- X. **New Business**

- XI. **Adjournment.** Lisa McDougle (President) adjourned meeting at 1:36 pm.



2014-2015 Goals.docx