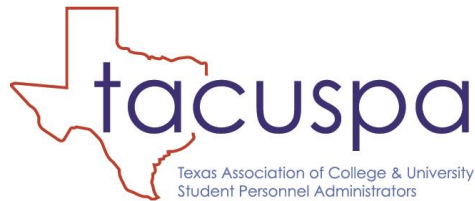


## TEXAS ASSOCIATION OF COLLEGE & UNIVERSITY STUDENT PERSONNEL ADMINISTRATORS

Minutes | Monday, April 4, 2016

**Members Present:** Paulina Mazurek, Adam Peck, Lisa Nagy, Lacey Claver, Lisa McDougle, Christine Self, Mark Munguia, Molly Albart, Corey Benson, Brandon Griggs, Jeff Jackson, and Andrea Mitchen.

- I. **Call to Order.** Adam Peck (President) called meeting to order at 12:02 pm.
- II. **Approval of Minutes (March 2016).** Lisa McDougle (Past President) moved to approve March 2016 meeting minutes. Brandon Griggs (VP for Education and Professional Development) seconded. Meeting minutes passed unanimously.
- III. **President – Adam Peck**
  - **Quarterly Reports due March 14.** Action Item: Submit as soon as possible.
  - **Sponsorship.** Business wants to be presenting sponsor \$5,000. Waiting for contract to be signed. Company to be announced at later date.
- IV. **Conference Update – Lacey Claver and Ashley Spicer-Runnels**
  - **Ed session proposals will open end of week.**
  - **Looking for additional sponsorships.** Action Item: Adam continues to challenge board members to secure at least one sponsorship.
  - **Confirming scheduling at this time.** Action item: Lacey will send out confirmed scheduled when ready.
- V. **President-Elect – Lisa Nagy**
  - **2017 Conference Chair.** Negotiating with hotels. Have done site visits at three hotels. Trying to get costs down. May look at Denton as a site. Action Item: Lisa will have a more thorough report for May meeting.
- VI. **Past President – Lisa McDougle**
  - **TACUSPA Elections.** Constitutional change email went out 3/23. Candidate info going out on web tomorrow - 4/5. Newsletter will also have candidate information.



**VII. Vice President for Administration – Molly Albart**

- **Faculty on Institutional Memberships.** Molly needed clarification on verbiage for faculty memberships. After discussion, will add one faculty position to each institutional Membership. **Action Item: Will send final to board to be posted on the web.** Update: 4/6 Molly emailed reminding that this requires a vote since it is a change to bylaws. This item will be added to May meeting.
- Table of contents on HOP is interactive.

**VIII. Vice President for Membership – Stephanie Box**

- **Renewals have increased over last month.**

**IX. Vice President for Marketing – Christine Self**

- **Newsletter.** Next edition will go out tomorrow and will contain candidate/election information

**X. Vice President for Education & Professional Development – Brandon Griggs**

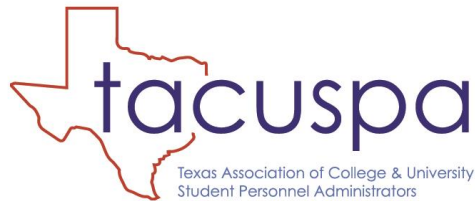
- **Virtual Case Study Competition for Webinar.**
  - A few members signed up. Participants were sent a case study to review
  - 6 teams signed up
  - Jeff finding judges
  - Judges will narrow to 2-3 and then those groups will present
  - April 20 are the presentations
- **Career Coordinator Responsibilities**
  - Proposed
  - Investigate and implement interview and career development preparation program for members, to include providing a placement exchange experience within the association
  - Develop career mentoring opportunities for members
  - Work with the director of technology and director of marketing to promote careers within the state

**XI. Director of Technology – Corey Benson**

- **Links to webinar will be going out**
- **Web info**

**XII. Director of Research – Jeff Jackson**

- **Journal update.** A new call for submissions for journal will go out mid May



**XIII. Director of Assessment – Andrea Mitchen**

- **Feedback on strategic plan.** Will compile feedback and resend to board.
- **Campus Lab Contract update.** Following up with campus labs, in process of getting agreement finalized. Will have call meeting tomorrow. Should have contract by May.

**XIV. Secretary – Paulina Mazurek**

- **Orientation to association and conference.** Paulina and Brandon interested in putting an orientation session together at the conference. Action Item: Check with Lacey and Ashley regarding space to host this session.

**XV. Treasurer – Mark Munguia**

- **Checking Account Balance.** \$95130.83 (increase due to membership renewals)
- **Proposed Conference rotation schedule for conference sites**
  - 2017 Dallas metroplex
  - 2018 San Antonio
  - 2019 Houston
  - 2020 Austin
  - **Action Item: Mark will work on proposal and send to board based on discussion. Changes to ops manual regarding verbiage on conference sites.**
  - Further Discussion: Site selection would take place 2-3 years prior to conference date to increase bargaining power. Possibly past president will start that process.
  - **Action Item: Lisa M. will work on creating a task force of past presidents and/or past conference chairs to see what they think on rotation and creating a RFP.**

**XVI. Approval of Reports.** Christine (VP of Marketing) moved to approve reports. Corey Benson (Director of Technology) seconded. Reports passed unanimously.

**XVII. Old Business.**

**XVIII. New Business.**

**XIX. Adjournment.** Adam Peck (President) adjourned the meeting at 12:46 pm.

**Attachments**



Operations Manual-  
April 2016.docx