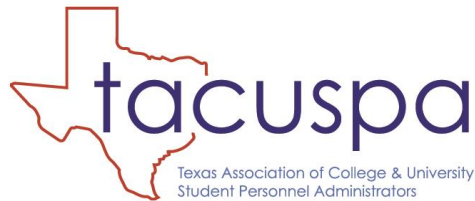


TEXAS ASSOCIATION OF COLLEGE & UNIVERSITY STUDENT PERSONNEL ADMINISTRATORS

Minutes | Monday, August May 2, 2016

Members Present: Adam Peck, Paulina Mazurek, Corey Benson, Mark Munguia, Christine Self, Andrea Mitchen, Lisa Nagy, Lacey Claver, Jeff Jackson, Molly Albart, Brandon Griggs, Stephanie Box and Ashley Spicer-Runnels.

- I. **Call to Order.** Adam Peck (President) called meeting to order at 12:01 pm.
- II. **Approval of Minutes (June 2016).** Molly Albart (VP for Administration) moved to approve June 2016 meeting minutes. Jeff Jackson (Director of Research). Meeting minutes passed unanimously.
- III. **President – Adam Peck**
 - **TACUSPA Sponsorships:**
 - \$5000 Sponsorship from campus answers received
 - Sponsorships have exceeded \$10,000 goal.
 - Student Affair program sponsorships received from TX State, Dallas Baptist, North Texas, UH Victoria and possibly Sam Houston State and TX Tech.
 - **TACHE Sponsorship:** \$1000 TACHE sponsorship confirmed. Board discussion on whether we want to sponsor them for \$1500 (their minimum sponsorship). Board decides to sponsor them in effort to continue partnership. **Action Item: Adam will confirm the details of what is included in the sponsorship.**
- IV. **Conference Update – Lacey Claver and Ashley Spicer-Runnels**
 - **Conference Update**
 - Registrants: 42
 - Mid Manager Session: 4
 - NPI: 6
 - Golf tournament: 0
 - 88 proposals submitted; tracks have been identified.
 - No program proposals that addressed current national climate. Board discussed the possibility of having a panel session to address national climate.
 - No program proposals representing community colleges
- V. **President-Elect – Lisa Nagy**
 - Currently vetting potential speakers for 2017 conference
- VI. **Past President – Lisa McDougle**
 - No report



VII. Vice President for Administration – Molly Albart

- Charlin meeting with committee this week to sort through award nominations
- 2 dissertation nominations received
- 3 mid-level nominations received
- 2 Caswell nominations received
- 2 New Professional nominations received
- Committee will have recommendations for board vote by September

VIII. Vice President for Membership – Stephanie Box

- **Past due members** were 'lapsed' and removed from current member email group; check your volunteers' status
- **Membership update as of 7/28/16 (compared to same time last year):**
 - Emeritus: 11 (unchanged)
 - Professional: 517 (1.4% increase)
 - Student: 30 (11% increase)
 - Total of 558 (1.8% increase)
 - Institutional campuses: 46* (2% increase)

IX. Vice President for Marketing – Christine Self

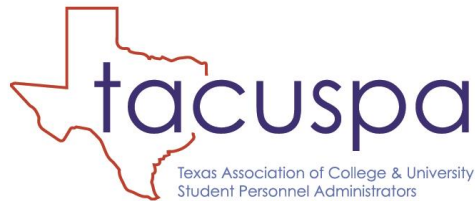
- Next **Fall Newsletter** will be published first week of September. Call for board submissions coming soon.

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

- **Fellowships and Scholarships Update:**
 - Four Mooreman Fellowships have been awarded
 - Five of ten scholarships have been awarded so far

XI. Director of Technology – Corey Benson

- **Award Naming.** Board discussion on naming awards after student affairs professionals. Board determines that we need to develop guidelines/process for naming awards/etc after individuals in the field. **Action item: Molly will research best practices on 'naming' guidelines and work on draft.**
- **Server renewal.** Server is renewed for next the 3 years with added privacy features for \$144.
- **Webinar platform.** TACUSPA has been using the webinar platform for free this year. We will have to pay for it next year, which is reflected in Director of technology's line item I the budget.



- **Email platform.** Board discussion on whether we want to adopt an email platform (@tacuspa.com) via Microsoft exchange. The cost is ~\$20/year per account. Board discusses pros and cons. Action item: Corey will research what forwarding “tacuspa” emails to work emails will look like and how rules can be used to make process easiest for reviewer without hurting our tacuspa brand.
- **Wild Apricot upgrade.** There will be new visual packages available, which includes a third party HR manager. Upgrade will affect the look and feel of the job posting page. Board agreed to upgrade as there is no cost involved.

XII. Director of Research – Jeff Jackson

- 1 research grant submitted
- 1 journal entry submitted
- 18 people volunteered to review journal entries

XIII. Director of Assessment – Andrea Mitchen

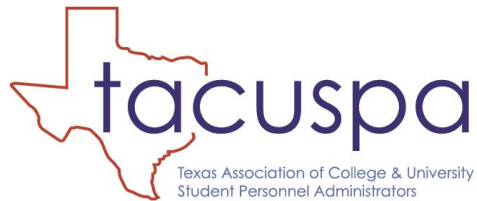
- CampusLabs contract completed with start date of July 1.
- Revisit assessment plans. Would like to do another membership needs assessment but isn’t sure if timing an issue. Brandon suggests it is a good time since Iliana is taking over VP for Education and Pro Dev position and can plan strategies based on results of needs assessment. **Action Item: Andrea will work on a survey to capture member feedback.**

XIV. Secretary – Paulina Mazurek

- **No Report**
- **Action Item: Paulina will send Mark meeting minutes reflecting new officers for financial reasons**

XV. Treasurer – Mark Munguia

- **2016-2017 Proposed Budget** (attached).
- **Updated Account Totals.** List info from email 8/1 – 11:35 am
 - Checking balance: \$116,684.69
 - Conference total: \$8500 in sponsorships (as of 8/1)
 - Conference income: \$14,548 as of 8/1
- **Agreement upon Procedures.** Financial Review takes place every 3 years. This ~\$2-3,000 cost is budgeted for next year’s review.
- Vote via email on budget
- **Action item: Mark will update budget based on actual expenses. Received later that afternoon** (attached)



- XVI. Approval of Reports.** Christine Self (VP for Marketing) moved to approve reports. Brandon Griggs (VP for Education and Professional Development) seconded. Reports passed unanimously.
- XVII. Old Business**
Based on a previous conversation in April. Molly Albart (VP for Administration) motioned to add one faculty member to each institutional membership level and reflect this change in the bylaws. Christine Self (VP for Marketing) seconded. Motioned passed unanimously.
- XVIII. New Business**
- XIX. Adjournment.** Adam Peck (President) adjourned the meeting at 1:11 pm.

Attachments



FY17 TACUSPA
Proposed Budget with