

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

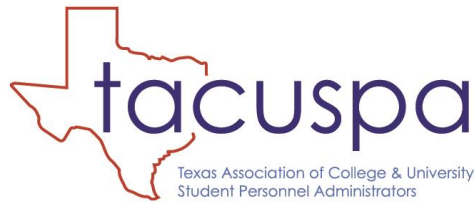
Meeting Minutes | September 11, 2017

****Pending approval****

Members Present: Paulina Mazurek, Adam Peck, Brandon Griggs, Molly Albart, Stephanie Box, Corey Benson, Christine Self, Pam Shefman, Jeff Jackson, and Lisa Nagy.

Guests: Caryn Hawkins, Trisha VanDuser, Heather Snow, Jennifer Edwards

- I. **Call to Order.** Lisa Nagy (President) called meeting to order at 12:06 pm.
- II. **Approval of Minutes.** Brandon Griggs (President Elect) moved to approve minutes. Adam Peck (Past President) seconded. Meeting minutes passed unanimously.
- III. **President – Lisa Nagy**
 - **Conference Updates**
 - Registrations as of today:
 1. Total - 144
 2. MMI – 6
 3. NPI - 1
 - \$5,000 in cash donations
 - Room night requirement met – 190 total nights (may continue to expand room block as needed)
 - Ed sessions slotted for times
 - **Action item: Pam to get session abstract form campus labs and send to Heather**
 - All speakers good to go
 - BIG Conference opening to include student talent
 - Conference brochures going to print soon
 - Public Identity providing nametags
 - Signage finalized
 - **Action Item: Heather to give final food count on September 20th**
 - Conference early bird deadline ends September 17, reminder will go out this week
 - **Action Item: Heather will look at geographical location and see how registration has been impacted by Hurricane Harvey and make individual contacts (with help of board) as needed.**
 - **Annual Report – DUE 9/15.**
 - i. **Action item: Corey will send wufoo link to Lisa for review.**
 - ii. **Action item: Lisa will review template and send out to board members.**
 - **Board Meeting- Sunday, October 1st- Noon-3:00PM**



IV. **President-Elect – Brandon Griggs**

- Board Meeting Tuesday, October 3rd – Noon-2:00PM
- **Action item: Brandon to send call for agenda items soon**
- Expected to present 2019 budget to release to members Monday

V. **Past President – Adam Peck**

- No Report

VI. **Director for Administration – Molly Albart**

- Volunteer Recognition at Conference. Board agreed that volunteers can attend a separate breakfast Monday morning in appreciate for their work; board members should attend if available. Volunteers will also be recognized at Monday's lunch.
- **Action Item: Send/revise volunteer roles under your position to Molly [attached]**
- **Action item: Brandon will create a volunteer request and send to board for approval (will be distributed at 2017 conference lunch)**
- **Action item: Lisa Nagy will print certificates for everyone**

VII. **Director for Membership– Stephanie Box**

- **Membership update (compared to Sept. 2016)**
 - Emeritus: 13 (increase of 8%)
 - Professional: 582 (increase of 4%)
 - Student: 22 (decrease of 44%)
 - Total: 617 (increase of 1.5%)
 - Institutional campuses: 44 (decrease of 10%)
 - Free faculty members: 8

VIII. **Director for Marketing – Christine Self**

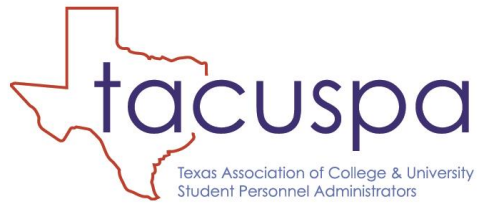
- Newsletter didn't go out as scheduled due to weather
- **Action item: Lisa Nagy to send president's letter to Christine to include in newsletter**
- **Action item: Christie will reach out to Heather and Trisha for conference updates to include in newsletter**
- **Action item: Jeff to send research journal update to Christine for newsletter**

IX. **Director for Education & Professional Development – Iliana Melendez**

- No Report

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

- Caryn moved website to new DSN #



XI. Director of Research – Jeff Jackson

- Research grant deadline extended to 9/18/17 (50 had clicked on the link)
- Editorial board currently have 3 in the final review
- **Action Item: Jeff and Jennifer to connect before conference and discuss position transition**

XII. Director of Assessment – Pam Shefman

- **Action item: Pam and Lisa to connect and discuss conference survey.**

XIII. Secretary – Paulina Mazurek

- No report

XIV. Treasurer – Ashley Spicer-Runnels

- No report (not present)

XV. Approval of Reports. Molly Albart (Director for Administration) moved to approve reports. Pamelyn Shefman (Director for Assessment) seconded. Reports passed unanimously.

XVI. Old Business

XVII. New Business

XVIII. Adjournment. Lisa Nagy (President) adjourned the meeting at 12:39 pm.

Attachments



Volunteer roster -
Sept 2017.xlsx