

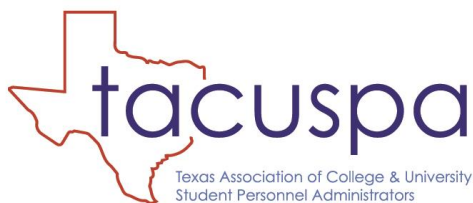
## TEXAS ASSOCIATION OF COLLEGE & UNIVERSITY STUDENT PERSONNEL ADMINISTRATORS

### Meeting Minutes | September 11, 2017

**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 20<sup>th</sup>**
    - 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 1<sup>st</sup>- Noon-3:00PM**



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

- Board Meeting Tuesday, October 3<sup>rd</sup> – 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 appreciation 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**

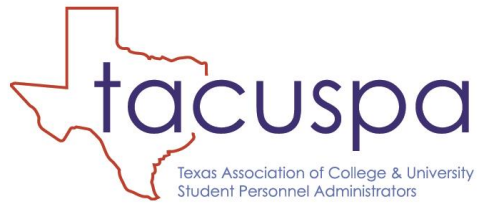
- Newsletter didn't go out as scheduled due to weather
- **Action item: Lisa Nagy to send president's letter to Christine to include in newsletter**
- **Action item: Christie will reach out to Heather and Trisha for conference updates to include in newsletter**
- **Action item: Jeff to send research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