

**TEXAS ASSOCIATION OF COLLEGE & UNIVERSITY
STUDENT PERSONNEL ADMINISTRATORS
Meeting Minutes | April 3, 2017**

Members Present: Adam Peck, Brandon Griggs, Molly Albart, Paulina Mazurek, Jeff Jackson, Corey Benson, Lisa Nagy, Ashley Spicer-Runnels, and Pamelyn Sheffman. *Guests: Heather Snow.*

I. Call to Order. Lisa Nagy (President) called meeting to order at 12:22 pm.

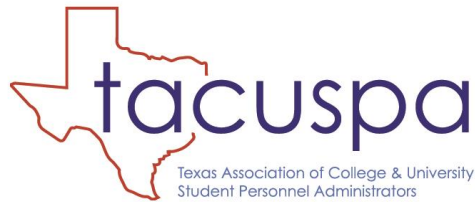
II. Approval of Minutes. Adam Peck (Past President) moved to approve minutes. Brandon Griggs (President-Elect) seconded. Meeting minutes passed unanimously.

III. President – Lisa Nagy

- Files should be updated to Google drive by today - April 3rd
- **UNT Law Conference.** Recapped conference; overall positive. Discussed agreement between TACUSPA and UNT law conference with Mark. Mark offered TACUSPA own space at conference; conversations will continue. **Action Item: Lisa will follow up with Mark to get list of TACUSPA members that attended law conference.**
- **Conference Updates**
 - Karen Reivich confirmed as keynote and one breakout session
 - Renu Khator: working on acquiring her for Sunday night keynote
 - **Action Item: Adam and Heather will discuss possibility of NACE speaker**
 - Call for proposals and conference registration will take place late May/early June

IV. President-Elect – Brandon Griggs

- **Conference Sites**
 - Conference site locations will rotate geographically (Houston, San Antonio, Austin, DFW area)
 - **2018 – Houston.** Brandon and Paul York will do site checks for these hotels and report back:
 - Hilton Post Oak (near galleria)
 - JW Marriot (near galleria)
 - Westin (downtown)
 - **2019 – San Antonio** – plan to have this venue selected prior to this year's conference
 - **2020 – Austin**
 - **2021 – DFW area**



V. Past President – Adam Peck

- **Career Organization Update.**
 - Conference chairs are looking to find space for this meeting at conference. Once determined, career professionals will be notified and encouraged to register for TACUSPA conference.
 - NACE is not currently a sponsor but would be interested in participating with this effort.
- **Elections.** Candidate profiles will appear in next newsletter.

VI. Director for Administration – Molly Albart

- Adam Peck (Past President) motioned to approve recommended changes to the Board of Directors job descriptions in the bylaws. Pamelyn Shefman (Director of Assessment) seconded. Motion passed unanimously.
- Action Item: Molly will upload final version to google drive.
- Action Item: Corey will update final version online.

VII. Director for Membership– Stephanie Box

- **Membership numbers:**
 - Institutional Campuses: 36
 - Institutional Members: 403
- Non-members were deactivated on March 4. Deadline to renew for 2017 was 4/1/17 (Members can still renew after this date.)

VIII. Director for Marketing – Christine Self

- **Newsletter distribution.** 4/5/17
- **Polos.** Board agreed that 1st sample version (attached) without the year is better option. Recommendation to add "established" date as "est."
- Action Item: Christine will reach out to CC creations for information on polos.

IX. Director for Education & Professional Development – Iliana Melendez

- No Report

X. Director of Technology – Corey Benson

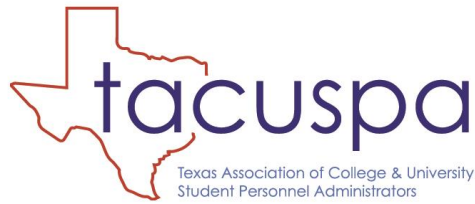
- Action Item: Indicate on website that call for proposals and conference registration will take place late May/early June.
- Website up to date

XI. Director of Research – Jeff Jackson

- No Report

XII. Director of Assessment – Pam Shefman

- No Report



XIII. Secretary – Paulina Mazurek

- No report

XIV. Treasurer – Ashley Spicer-Runnels

- **Balance updates**
 - Checking \$106,892.84
 - Savings \$62,723.96
 - CD 1 – \$23,014.45
 - CD 2 - \$24,133.19
- **Opening a Foundation checking accounts**
 - Per Bank of America, there is no harm in opening separate checking account for foundation.
 - Foundation operates as a committee; was unable to operate as separate entity for tax reasons.
 - **Action Item: Lisa and Ashley will discuss next action steps**
- **Payment requests.** All payments requests need the form submitted to Ashley; no exceptions.
- **Accountant information.** As per Bank of America, no harm in switching accounts to calendar year vs. fiscal year. However, Ashley would like a second opinion of an accountant. **Action Item: Lisa will obtain contact information for the accountant that helped work on her review and send to Ashley.**

XV. Approval of Reports. Brandon (President-Elect) moved to approve reports. Adam (Past President) seconded. Reports passed unanimously.

XVI. Old Business.

XVII. New Business. ISSN # for journal has been approved.

XVIII. Adjournment. Lisa Nagy (President) adjourned the meeting at 12:55 pm.

Attachments



Proposed Motion -



Updated -

ByLaws changes MaOperations Manual



t-shirt 1.pdf



t-shirt 2.pdf