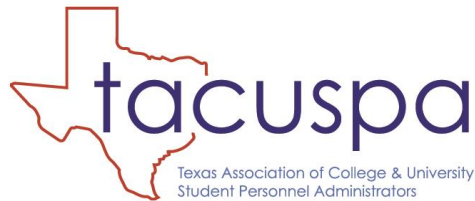


TEXAS ASSOCIATION OF COLLEGE & UNIVERSITY STUDENT PERSONNEL ADMINISTRATORS

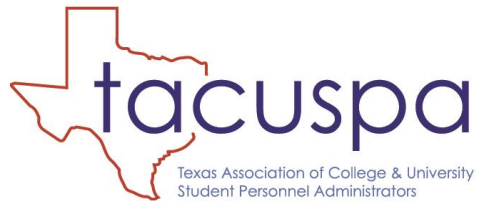
Minutes | Monday, September 12, 2016

Members Present: Adam Peck, Paulina Mazurek, Corey Benson, Lisa McDougle, 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 12:03 pm.
- II. **Approval of Minutes (August 2016).** Lisa McDougle (Past President) moved to approve August 2016 meeting minutes. Brandon Griggs (VP for Education & Professional Development) seconded. Meeting minutes passed unanimously.
- III. **President – Adam Peck**
 - **Sponsorships.** We have reached \$11,000 in sponsorships.
 - **Relationship with ACPA.** Adam would like to invite ACPA to board meeting, board is ok with this. ACPA wants to promote their national conference in Houston 2018.
 - **Career Services Organization.** TCCSAO (formerly COSVVP) want to start a Career Services organization in Texas. There is a possibility that the group interested in starting this organization meet at the TACUSPA conference.
 - **Marketable Skills.** Adam has compiled feedback given from the TACUSPA board on the “marketable skills” initiative of the Texas Higher Education Coordinating Board. The next step is for TCCSAO to approve the document and work with provost groups. The goal is to have a commonly accepted definition of co-curricular and extra-curricular.
 - **Review Ops Manual regarding Trophies/Plaques.** Ops manual states “president is responsible for recognition.” **Action Item: Molly to draft verbiage to clarify who is responsible for this.**
 - **Quarterly Reports** due September 19
- IV. **Conference Update – Lacey Claver and Ashley Spicer-Runnels**
 - **Conference Update**
 - 117 conference registrants (168 registered last year)
 - 20 NPI registrants; 11 mid-manager institute registrants
 - Please help promote conference
 - Conference promotions will be limited to Tuesdays. **Please tag or reshare**
 - Sponsors – additions have been listed on website.
 - Ed sessions have been posted, with descriptions. Learning outcomes coming soon
 - Registration for hotel, 7 people have taken advantage of Saturday night option
 - Less than 50 rooms available at this time
 - No registrations on golf tournament yet. **Please share with colleagues**



- V. President-Elect – Lisa Nagy**
- Conference Keynote – some prospects on the table, including Raymond Paredes (Commissioner)
- VI. Past President – Lisa McDougale**
- RFP Process. Lisa working on FRP letter for future conference sites, will send to board once finalized. *(Update: emailed out 10/12/16 for board review – see attachment)*
 - Caswell winner selected and announced to board.
- VII. Vice President for Administration – Molly Albart**
- Award selections will be finalized soon. Update: Molly Albart sent out winners for annual awards via email on 10/3/16. **Molly Albart (VP for Administration) moved to approve the award winner for 2016. Lisa Nagy seconded. Motion passed unanimously.**
- VIII. Vice President for Membership– Stephanie Box**
- **Membership update** with comparison to same time last year.
 - Institutional campuses:49 (increase of 2%)
 - Emeritus members: 12 (increase of 9%)
 - Professional members: 559 (decrease of 3%)
 - Student members: 37 (increase of 6%)
 - Total members: 608 (decrease of 2%)
 - **Conference non-member registrations** added weekly
 - **2017 renewals** planned to start around November 1.
- IX. Vice President for Marketing – Christine Self**
- **Fall Newsletter** – September (out now)
 - **Winter Newsletter** - December
- X. Vice President for Education & Professional Development – Brandon Griggs**
- **Career Coordinator.** 7 people have been nominated. Will update when selections have been made
 - **Webinar Series.** **Action Item: Will start reviewing programs**
- XI. Director of Technology – Corey Benson**
- No report.
- XII. Director of Research – Jeff Jackson**
- Currently soliciting more submissions for Journal.
 - 3-4 applications for grants have been submitted. These submissions will be reviewed with the committee at the conference



XIII. Director of Assessment – Andrea Mitchen

- Working with Paul (Assessment chair) to assess conference

XIV. Secretary – Paulina Mazurek

- No report

XV. Treasurer – Mark Munguia

- End of Year FY16 Budget (See attached)
- Proposed FY17 Budget (See attached)
- Current Account Balance: \$131,733.23

XVI. Approval of Reports. Jeff Jackson (Director of Research) moved to approve reports. Stephanie Box (VP for Membership) seconded. Reports passed unanimously.

XVII. Old Business.

Corey has decided to defer his initiative to incorporate association email addressed for another year in order to lower costs on his budget for the coming year. add discussion of adding faculty members to institutional membership to oct agenda.

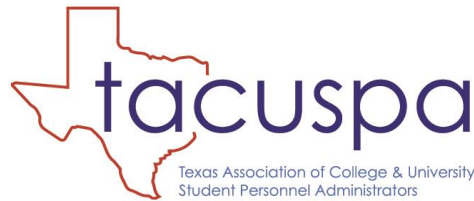
XVIII. New Business.

XIX. Adjournment. Adam Peck (President) adjourned the meeting at 12:45 pm.

[Attachments]



Operations Manual- TACUSPA Conference
September 2016.docxRFP draft Sept 2016.d



2015 - 2016 (End of Year)

CHECKING ACCOUNT	BUDGET	ACTUAL	
Reconciled as of August 31, 2016			
OPERATIONS			
<i>Expenses</i>			
President	\$14,000.00	\$9,977.81	
President-Elect	\$0.00	\$0.00	
Past President	\$500.00	\$0.00	
Vice President-Admin	\$775.00	\$318.00	
Vice President-Mbrship	\$50.00	\$0.00	
VP Marketing	\$225.00	\$143.94	
VP Education	\$2,740.00	\$450.00	
Director of Research	\$4,350.00	\$2,400.00	
Secretary	\$100.00	\$0.00	
Treasurer	\$5,000.00	\$3,894.29	
Director Technology	\$1,939.00	\$659.06	
Reserve	\$1,000.00	\$0.00	
			\$17,843.10
<i>Income</i>			
Balance as of 8/31/15		\$39,163.40	
2015 Membership Dues		\$2,520.00	
2016 Membership Dues		\$20,975.00	
Job Postings		\$0.00	
Miscellaneous Income		\$0.00	
Interest Inc.		\$0.00	
			\$62,658.40
			\$44,815.30
CONFERENCE			
<i>Expenses</i>			
Fall 2015- Corpus Christi		\$90,759.30	
Fall 2016- Austin		\$474.89	
			\$91,234.19
<i>Income</i>			
Balance as of 8/31/15		\$76,467.03	
Fall 2015- Corpus Christi		\$39,595.00	
Fall 2016- Austin		\$24,529.00	
			\$140,591.03
			\$49,356.84
FOUNDATION			
<i>Expenses</i>			
2015-16		\$1,129.02	
			\$1,129.02
<i>Income</i>			
Balance as of 8/31/15		\$18,536.68	
2015-16		\$12,108.00	
			\$30,644.68
			\$29,515.66
Checking Balance			\$123,687.80
BUSINESS INVESTMENT ACCOUNT			
<i>Income</i>			
Balance as of 8/31/16		\$62,708.34	
Interest		\$4.72	
			\$62,713.06
BIA Balance			\$62,713.06
CERTIFICATES OF DEPOSIT			
Three Year CD to Mature 8/2018- 6945		\$22,998.44	
Three Year CD to Mature 8/2017- 9865		\$24,116.41	
			\$47,114.85
CD Balance			\$47,114.85
BALANCE			\$233,515.71

2016 - 2017 (Proposed)

CHECKING ACCOUNT	BUDGET	ACTUAL	
Reconciled as of August 31, 2016			
OPERATIONS			
<i>Expenses</i>			
President	\$8,000.00	\$0.00	
President-Elect	\$0.00	\$0.00	
Past President	\$250.00	\$0.00	
Administration	\$425.00	\$0.00	
Membership	\$25.00	\$0.00	
Marketing	\$225.00	\$0.00	
Education	\$2,240.00	\$0.00	
Assessment	\$0.00	\$0.00	
Research	\$3,000.00	\$0.00	
Secretary	\$100.00	\$0.00	
Treasurer	\$7,000.00	\$0.00	
Technology	\$3,847.00	\$0.00	
Reserve	\$1,000.00	\$0.00	
			\$0.00
<i>Income</i>			
Balance as of 8/31/16		\$44,815.30	
2015 Membership Dues		\$0.00	
2016 Membership Dues		\$0.00	
Job Postings		\$0.00	
Miscellaneous Income		\$0.00	
Interest Inc.		\$0.00	
			\$44,815.30
			\$44,815.30
CONFERENCE			
<i>Expenses</i>			
Fall 2016- Austin		\$0.00	
Fall 2017- Dallas		\$0.00	
			\$0.00
<i>Income</i>			
Balance as of 8/31/16		\$49,356.84	
Fall 2016- Austin		\$0.00	
Fall 2017- Dallas		\$0.00	
			\$49,356.84
			\$49,356.84
FOUNDATION			
<i>Expenses</i>			
2016-17		\$0.00	
			\$0.00
<i>Income</i>			
Balance as of 8/31/16		\$29,515.66	
2016-17		\$0.00	
			\$29,515.66
			\$29,515.66
Checking Balance			\$123,687.80
BUSINESS INVESTMENT ACCOUNT			
<i>Income</i>			
Balance as of 8/31/16		\$62,708.34	
Interest		\$4.72	
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