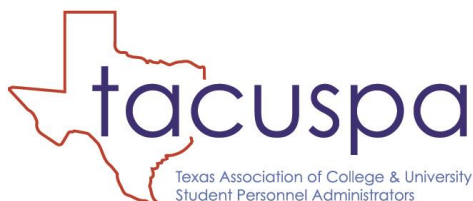


## TEXAS ASSOCIATION OF COLLEGE & UNIVERSITY STUDENT PERSONNEL ADMINISTRATORS

**Meeting Minutes**  
**Monday, July 7, 2014**

**Members Present:** John Kaulfus, Adam Peck, Lisa McDougale, Stephanie Box, Mark Munguia, Jeff Jackson, Paulina Mazurek, Molly Albart, Charlin Jones. *Fellows:* Jessica Erwin, Ah Ra Cho and Christina Wan.

- I. **Call to Order:** John Kaulfus (President) called the meeting to order at 12:06 pm.
- II. **Approval of Minutes (May 5, 2014)**  
Adam Peck (VP for Education) moved to approve May 5, 2014 meeting minutes as corrected. Lisa McDougale (President-Elect) seconded. Meeting minutes passed unanimously.
- III. **President – John Kaulfus**
  - **Fall 2014 Conference Update (Molly & Charlin)**
    - Location: Sheraton, Arlington, TX
    - Date: October 12-14, 2014
    - Theme: Student Affairs Leaders: Staying Ahead of the Curve
    - Fellows and Scholarship – Foundation or Conference?
      - **Action Item:** Lisa McDougale will ask foundation if they will once again cover scholarships.
    - Golf Tournament
      - **Action Item:** Mark Munguia will connect with Daniel Vasquez, chair of Golf Tournament. Conference chairs would like an estimate on funds he will need to run the tournament.
    - Updated Timeline & Budget Approval
      - Adam Peck (VP for Education) moved to approve conference budget as presented. Stephanie Box (VP Mkt & Membership) seconded. No discussion. Budget passed unanimously.
      - John suggests to Lisa that conference should be approved by June 1 next year.
      - Lisa McDougale (President-Elect) moved to approve conference timeline as presented. Mark Munguia (Treasurer) seconded. No discussion. Timeline passed unanimously.
  - **Future Board Meetings**
    - August 4
    - September 8
  - **Quarterly reports**
    - **Due:** September 15



#### IV. **President-Elect – Lisa McDougle**

- **2015 Fall Conference Update**
  - Planning continues. Send suggestions of keynote speakers to Lisa.
- **Future Needs Assessment Update**
  - Lisa McDougle (President-Elect) moved to approve needs assessment as revised and presented for membership distribution. Paulina Mazurek (Secretary) seconded. No discussion. Motion passed unanimously.

#### V. **Past President – Alicia Huppe – John Kaulfus sharing report in her absence**

- **Newsletter Updates**
  - Last newsletter for 13-14 to go out before conference
- **Election Updates** – New board members for 14-15
  - Brandon Briggs – VP of Education & Professional Development
  - Stephanie Box – VP of Marketing & Membership
  - Adam Peck – President Elect
- **Foundation Updates**

#### VI. **Vice President for Administration – Elizabeth Massengale**

- Absent; No Report

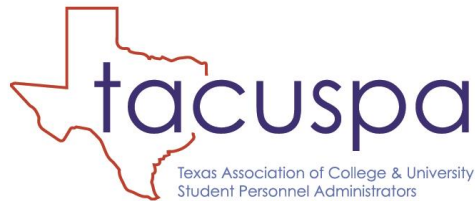
#### VII. **Vice President for Membership & Marketing – Stephanie Box**

- **2014 Membership Updates**
  - 464 professional
  - 25 students
  - 11 emeritus
  - 500 total
- **Wild Apricot** has made some great upgrades.
- **Social Media Logo.** Board in favor of revised social media logo (above) and will begin using it.
- **Review of Volunteer info on membership application.** Due to lack of members updating online profile, some information is not current. **Action Item: Stephanie will create a volunteer form that can be embedded into Wild Apricot.** Discussion of Multi-ethnic category. **Action Item: Stephanie will research how it is presented on the census to assure consistency.**



#### VIII. **Vice President for Education & Professional Development – Adam Peck**

- **Communities of Practice (CoP) Updates**
  - John Bartlett will now lead communities of practice. Once educational sessions for conference have been selected, it will be sent to the CoP committee to determine which they will designate as CoP.
  - **Action Item: Will like to continue doing interfaith service at the fall conference; will discuss with Molly and Charlin.**
- **Scholarships & Fellowships Updates**
  - Two notices have gone out to membership. Another notice will go out the first week of August.



**IX. Director of Technology – Jeff Jackson**

- **COSS/VP Support Discussion**
  - Will have more information at next meeting.
- **Wild Apricot**
  - Suggestion to purchase membership in a form builder to be consistent with forms that tacuspa leadership utilizes for various projects.
- **Director of Technology Role**
  - Suggestion that duties of the position adjust to the needs of the association. For example, Director to become part of various committees as a supporting role.

**X. Director of Research – Rishi Sriram**

- Absent; No report

**XI. Secretary Report – Paulina Mazurek**

- **Action Item: Paulina will continue to gather materials for archives**
- Requested that any conference photos be sent to Paulina for archives

**XII. Treasurer Report – Mark Munguia**

- TACUSPA Credit Card has 15K limit
- Request for Payment has been updated to include credit card information
- Current amount in checking account – ~114K
- **Action Item: FY15 Budget requests due July 25; will send out instructions to board**

**XIII. Approval of Reports.** Jeff Jackson (Director of Technology) moved to approve reports. Lisa McDougale (President Elect) seconded. Reports passed unanimously.

**XIV. Old Business**

**XV. New Business**

**XVI. Adjournment.** Lisa McDougale (President Elect) moved to adjourn meeting, Jeff Jackson (Director of Technology) seconded. John Kaulfus (President) adjourned meeting at 12:54 pm.