



TEXAS ASSOCIATION OF COLLEGE & UNIVERSITY STUDENT PERSONNEL ADMINISTRATORS

**Meeting Minutes
Thursday, July 30, 2009
DFW Grand Hyatt**

Members present: Gary Edens, Hope Garcia, Alicia Huppe, Rusty Jergins, John Kaulfus, Lisa Nagy, Sandi Osters, Trisha Van Duser, Elizabeth With, Amanda Chesser. Absent: Jennifer Edwards and Elizabeth Massengale.

I. Call to Order

Meeting called to order at 10:17am.

II. Approval of Minutes

- a. John motioned to approve the minutes for June 4, 2009; Alicia seconded. Minutes approved.

III. President Report – Elizabeth With

- a. COSSVP – Updates on HEOA; legislative update; Texas A&M discussed facebook/twitter use and marketing to students (speaker: Diane McDonald); website discussion was for TACUSPA to host COSSVP website in the future
- b. Board meeting at conference: Meet Sunday before conference from 9am-4pm and Tuesday after the conference from 12-3pm with newly elected and outgoing members of board. Eat lunch on Sunday with NPI is also an option.
- c. Strategic Plan Update: Passed out updated Strategic Plan and noted that we are a year ahead of schedule on many items.
- d. Awards Nominations: No nominations received so far. Will send another call for nominations.

III. Past President Report – Rusty Jergins

- a. Elections Updates: All candidate bio's have been received. Would like to use survey monkey or zoomerang for elections the first of August.

IV. President-Elect Report – Amanda Drum

- a. Fall 2010 Conference: Lisa Nagy, conference chair. Sheraton contract is ready for approval. Will provide save the date notices at 2009 conference.
- b. Law Conference 2010: Proceed being involved with UNT law conference and look for a chair locally to assist with the TACUSPA involvement at the conference. Would like to have more TACUSPA sessions in the program and provide a discount on registration to all TACUSPA registrants. Including a welcome specifically from the TACUSPA president.
- c. Conference Planning Manual: Updating manual and will email Gary Edens the manual to add anything from the 2009 conference planning.



- d. Meeting Plans for Next Year: Meet on Sunday before conference and Tuesday after last session for board meetings. No in-person meeting in January, meet in-person at law conference in April, and meet again in-person in summer 2010. Allow for an hour and a half for conference calls next year. Tentative meetings will be second Wednesday's of every month from 8:30-10:00am starting in October.
- e. Goals for Next Year: Send goals for next year to Amanda for the association and for each position (even if you will not be in that position next term); due to Amanda August 17, 2009. Will invite outgoing board members to discussions for strategic plan as well.

V. Vice President for Administration – Alicia Huppe

- a. Fellowship Update: 6 applications received and 4 interviews held and met criteria: Kimberly Spradlin, Douglas Smith, Sheila Reynolds, and Tracy Hunt. Alicia motioned to approve the four listed above be approved as the fellows for 2009-2010; Amanda seconded. Their registration for the conference and half of the hotel room cost will be covered by the conference budget. Motion approved.
- b. Scholarship Announcement will be sent out next week.

VI. Vice President for Membership & Marketing

- a. Marlon Anderson has resigned his position. This position will need to be filled by appointment.

VII. Director, Database Management & Technology – Elizabeth Massengale

- a. Membership Updates: 365 total members; 336 institutional members; 19 professional members; 3 institutional professional members; and 7 student members
- b. Entertained idea of changing membership year to September 1 through August 31, as opposed to January 1 – December 31.
- c. Online membership databases: Will provide update at next conference call.

VIII. Secretary Report – Trisha VanDuser

- a. No report.

IX. Treasurer Report – John Kaufus

- a. Budget Update: Checking balance = \$27, 098.62; BIA = \$42,755.96; CD balance = \$44,412.19
- b. Advisory Board Update: Needs new members for board.
- c. Rusty motioned to approve budget, Amanda seconded. Budget approved.

X. Caucus/Commission Updates

- a. Fall 2009 Conference – Gary Edens: October 4-6; great response rate so far; anticipate 200 registrants; George Kuh hosting session specifically for graduate students; Sunday night welcome dinner; Monday will host both key speakers and dinner at Cattlemen's; call for programs out; 20-25 breakout sessions; will send brochure to all higher education faculty in Texas; sent out approximately 600 brochures; send to those that attended UNT Law conference; needs caucus chair names for caucus meetings from Elizabeth; get all handouts for business lunch to attendees before the conference for



them to print themselves and place on screen at lunch instead of passing out handouts at lunch; anything that needs to be promoted for next year needs to be sent to Gary first of September. Amanda motioned to raise the one day conference rate to \$110; Rusty seconded. Discussion. Motion approved. Budget looks good. Send any sponsorships to Gary.

- b. Newsletter – Hope Garcia: next newsletter will go out in September (election update; conference updates; GEAR information; blog updates) deadline will be August 21.
- c. GEAR Commission – Sandi Osters
 - i. GEAR/Graduate Student Caucus relationship: Arrange conference call with Gary, Ryan Holmes, Jennifer Edwards, Illiana, Sandi Osters and Elizabeth With. Provide ribbons for graduate students at fall conference (Gary). Gary will look into the cost of pad folios for graduate students as well.
 - ii. Graduate Student conference experience: George Kuh will host session

XI. New Business

- a. CD Discussion – Proposed addition of \$10,000 from money market account to current CD (John): Amanda motioned taking \$10,000 out of the TACUSPA Business Investment Account and rolling it into a 3 year CD; Rusty seconded. Discussion. Motion approved.
- b. 2009-2010 Proposed Budget (John): Amanda motioned to approve the 2009-2010 proposed budget; Rusty seconded. Motion approved.

XII. Old Business

- a. TACUSPA Foundation: Elizabeth will invite Thomas Moorman to next conference call to discuss further.
- b. Discussion of board members travel costs being absorbed by TACUSPA in the future due to economic issues. Add discussion to agenda for in-person meeting in October.

XIII. Next Meeting

- a. August 6, 2009 – conference call: cancelled
- b. September 3, 2009 – conference call

XIV. Adjournment

John motioned to adjourn, Amanda seconded. Meeting adjourned at 3:00pm.



Action Items

President – Elizabeth With

1. Changes/additions to strategic plan/goals - **DONE**
2. Invite Thomas Moorman to next conference call to discuss TACUSPA Foundation

President Elect – Amanda Drum

1. Search for a local (DFW) chair for the UNT Law Conference
2. Email Gary Edens the conference planning manual for updates.
3. Compile goals for next year from each position – due August 17

Vice President for Administration – Alicia Huppe

1. Send out scholarship announcements

Director, Database Management & Technology – Elizabeth Massengale

1. Research options for online membership renewal and online conference registration – discuss at next board meeting (September)

Treasurer – John Kaulfus

1. Solicit new members for Finance Advisory Board.
2. Move \$10,000 from TACUSPA BIA and roll into a 3-year CD.

GEAR Commission – Sandi Osters

1. Send list of all faculty in higher education programs in Texas to board members.

All Board Members:

1. Send in award nominations.
2. Send goals for your position to Amanda by August 17
3. Send all newsletter articles/items to Hope Garcia by August 21.