**TEXAS ASSOCIATION OF COLLEGE & UNIVERSITY**

**STUDENT PERSONNEL ADMINISTRATORS**

**Minutes**

**Monday, November 5, 2012**

**Members Present:** Alicia Huppe, Deidra Stephens, Adam Peck, John Kaulfus, Heather Snow, Hope Garcia, Rishi Sriram, Stephanie Box and Paulina Mazurek

1. **Call to Order**
	* Meeting called to order at 1:33 pm
2. **Approval of Minutes (October 14 & 16, 2012)**
	* John motioned to approve the October 14 minutes. Hope seconded. Motion passed unanimously.
	* Deidra motioned to approve the October 16 minutes. John seconded. Motion passed unanimously.
3. **President – Alicia Huppe**
	* **Volunteer contacts:** Board members should contact these volunteer prospects in November.
	* **Review of Board roster:** Checked for accuracy with any changes and cell phone numbers emailed to Alicia. Mention of Google voice numbers for those interested.
	* **Review Organization Chart:** Accurately reflects organization as of 11/2012
4. **President-Elect – John Kaulfus**
	* John and Charlin are working are moving forward looking for venue that can hold 300+ conference attendees for **2014**. Considering Arlington but face challenge with Cowboys games.
5. **Past President – Deidra Graves Stephens**
	* **2012 conference** chairs not ready with budget and recap just yet, will report at December meeting.
	* **Newsletter assignments** will be coming soon. (Letter from Alicia, promos, recap of conference)
	* Positions to be open for **April ’13 Election** include: Treasurer (3 yr term), President Elect (3), Director of Research (2), Director of Technology (3), VP for Administration (2).
6. **Vice President for Administration – Heather Snow**
	* New **chair for Awards and Recognition Committee** is Lisa Perez; committed to one year for now. She has all invoices for fall conference awards and will get them paid. For the 2013 conference, Alicia asked that we take advantage of 70” LCD screens at next conference by uploading slides with award names & recipients and well as annual budget.
	* TACUSPA set to have more presence at Law conference, Chairs Dan Moore and Cheyenne Hernandez have met with Dr. Marc Cutright of UNT.
7. **Vice President for Membership & Marketing – Stephanie Box**
	* Will work on promotional materials and plans to add to law conference material
	* Will contact different graduate programs to include TACUSPA promotional materials in their orientation packets.
8. **Vice President for Education & Professional Development – Adam Peck**
	* **Graduate Student Caucus “Big Idea” list**. #1: Stronger mentorship program for graduate students. Discussion about expanding out to more graduate students, not just fellows. Suggestion for a “coffee time” at conference.
	* **Honor Code Webinar** scheduled for Nov 9th has 18 registrants as of today.
	* Will have a phone meeting on Thursday with someone who might chair that webinar committee.
9. **Director of Technology – Hope Garcia**
	* Fixed online capabilities so that foundation can now see numbers on donation the same way Lisa Nagy can. There was difference on tax breaks but information is not worked out.
	* Will work with Stephanie to get membership information updated on website.
10. **Director of Research – Rishi Sriram**
	* Editorial board has created a website, still working on infrastructure and Twitter feed. Request for access to twitter account. Hope will need to provide that.
	* **GEAR Commission chairs** are Kelly Peck-Parrot and Peggy Holzweiss.
11. **Secretary Report – Paulina Mazurek**
	* Will work with Amanda on Archive Project
	* Will familiarize herself with past year of TACUSPA minutes to be up-to-date with what is being discussed today
12. **Treasurer Report – Lisa Nagy**
	* No report
13. **Approval of Reports:** Adammoved to approve all reports. Rishi seconded. Motion passed unanimously.
14. **Old Business – NASPA Texas**
	* Highlights of much discussion included:
		+ Issues of ACPA and NASPA both trying to start state chapters
		+ TACUSPA should reach out to ACPA and NASPA to create partnerships, emphasizing support for the national organizations
15. **New Business**
	* 12-13 officer goals needed by November 16th
	* ListServ and Membership updated through website
	* John reiterated need to hire a professional tax service and maybe a part-time individual to help with technology. Hope will reach out to volunteers first for technology.
16. **Adjournment**
	* Deidra moved to adjourn meeting. Hope seconded. Meeting adjourned at 2:25pm.