**TEXAS ASSOCIATION OF COLLEGE & UNIVERSITY**

**STUDENT PERSONNEL ADMINISTRATORS**

**Minutes**

**Monday, September 10, 2012**

**Members present:** Deidra Graves Stephens, Jennifer Edwards, Charlin Jones, Heather Snow, Alicia Huppe, Lisa Nagy, Jo Anna Benavides-Franke, Paulina Mazurek, Adam Peck, Stephanie Box, Hope Garcia, Trisha Van Duser, John Kaulfus, Rishi Sriram, Andy Axsom

1. **Call to Order**

Meeting called to order at 1:34 p.m.

1. **Approval of Minutes**

Heather motioned to approve the August 6 minutes as amended. Alicia seconded. Motion passed unanimously.

1. **President – Deidra Graves Stephens**
   1. 2012 Fall Conference Report – Jan/Jo Anna/Marlon
      1. 100 registered for conference so far.
      2. 4 sponsors
         1. College Board
         2. Aramark
         3. OrgSync
         4. Public Identity
         5. ImmuTrack
      3. Roundtable Topics Suggested
         1. Housing and Residence Life
         2. Student Activities/Student Organizations
         3. Orientation and Transition
         4. Career Services
         5. Student Union
         6. Greek Life
         7. Student Leadership
         8. Community Service and Volunteerism
         9. Counseling and Testing
         10. Judicial Affairs (replace Dean of Students/Conduct)
         11. Multicultural/Diversity Programs
         12. Academic Affairs-breakdown further
             1. Administrators
             2. Faculty
         13. Financial Aid/Money Management & Enrollment Management
         14. Registrar
         15. Athletics
         16. Disability Services
         17. Veteran Services
         18. Alumni Services
         19. Parent/Family
         20. Campus Recreation
         21. Assessment
         22. General Student Affairs/Senior Administrators
      4. President’s Reception – now for the incoming president, not outgoing president
         1. Ensure all participants know it is open to everyone
      5. First night reception is after the dinner/keynote rather than before
      6. Non-profit table sponsors
         1. Develop a policy for a waiver to the sponsorship payment
         2. Resource table instead
   2. 2 Year College Liaison Report – Marc
      1. None
   3. Webinar Update – Jeff
      1. TED Talk Webinar – 15 attendees
      2. All webinars to be uploaded to the TACUSPA website
      3. Move Webinars Committee to the VP of Education
   4. Foundation Update
      1. Need assistance with silent auction table
   5. Newsletter Editor & Timing
      1. Andy Axsom will serve in this role next year
      2. Update Operations Manual to reflect that we will have 4 issues of the newsletter each year
         1. August, November, February, May
2. **President-Elect – Alicia Huppe**
   1. 2013 Fall Conference Report
      1. Dr. Tinto as Pre-Conference Speaker Discussion
         1. Plus graduate student breakfast and meeting with senior student affairs officers.
         2. Ask him to also give a keynote speech.
      2. Local arrangements meeting on Sept. 10 at Crowne Plaza Houston-Downtown
      3. Keep Board Meetings at 1:30pm for next year
3. **Past President – Trisha Van Duser**
   1. Newsletter going out this month
4. **Vice President for Administration – Heather Snow**
   1. Awards Update
      1. Physical awards being purchased
         1. Public Identity sponsoring awards; offering at cost.
      2. Recognize nominees at Sunday evening dinner; award at Monday lunch
   2. Operations Manual
      1. Edits provided at Sunday October Board Meeting
5. **Vice President for Membership & Marketing – John Kaulfus**
   1. Membership Numbers
      1. 504 Members (5 additional pending, new record)
      2. 58 Member Institutions
         1. 32 - $100
         2. 10 - $200
         3. 5 - $300
         4. 4 - $400
         5. 3 - $500
         6. 1 - $700
         7. 2 - $800
         8. 1 - $1100
   2. Membership Fees Collected

$4800         Institutional Credit Card

$8400         Institutional Check

$3030         Individual Credit Card

$420           Individual Check

$16,650     Collected to date (unofficial)

1. **Vice President for Education & Professional Development – Jennifer Edwards**
   1. Fellows Selection
      1. Amanda Ritchie, Tarleton University
      2. Corey Benson, University of Texas at San Antonio
      3. Leo Young, Texas A&M
      4. Samantha Riley, Baylor University
   2. Social Media
      1. Hand over to new VP
2. **Director of Technology – Hope Garcia**
   1. 151 people have logged in and established their profile information; developing plan with John and Stephanie to increase this number over the coming months.
   2. Website issues centered around Conference
   3. Website profiles not needed to register for the Conference; looking into correcting this.
3. **Director of Research – Rishi Sriram**
   1. Free Faculty Registration Update
      1. Two faculty members interested
   2. Case Study Competition Judges
      1. Ashley Spicer-Reynolds
      2. Ashley Tull
      3. Emily Meyer
   3. Editorial Board/TACUSPA Journal
      1. Teresa Simpson,
      2. Kelly Peck-Parrott
      3. Ashley Tull
      4. Jan McKinney
4. **Secretary Report –Charlin Jones**
   1. None
5. **Treasurer Report – Lisa Nagy**
   1. Operations Manual Update—None
   2. 2011-2012 Fiscal Year closed
6. **Approval of Reports:** Johnmoved to approve all reports. Rishi seconded. Motion passed unanimously.
7. **Old Business**

Alicia has reached out to the Board of J/CCSPAT (The Junior/Community College Student Personnel Association of Texas) to be included as part of TACUSPA's 2013 conference.  Have not received a response from any of the members at this time.

1. **New Business**

Alicia moves to accept literature/materials from non-profit sponsors to distribute to the membership on a resource table during the Fall Conference. Should vendor space be available 2 weeks prior to the Fall Conference that space could be offered to non-profits at cost. John seconds. Motion passes unanimously.

1. **Adjournment**

Meeting adjourned at 2:47 p.m.