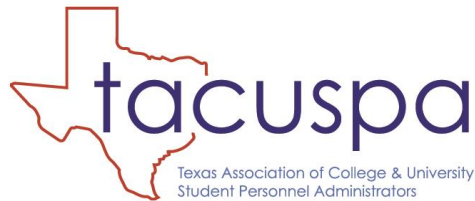


TEXAS ASSOCIATION OF COLLEGE & UNIVERSITY STUDENT PERSONNEL ADMINISTRATORS

Minutes | Monday, August 3, 2015

Members Present: Adam Peck, Lisa McDougle, Paulina Mazurek, Rishi Sriram, Mark Munguia, Lisa Perez, Deidra Stephens, John Kaulfus, Corey Benson, Elizabeth Massengale, and Jeff Jackson.

- I. **Call to Order** – Lisa McDougle (President) called the meeting to order at 12:18pm
- II. **Approval of Minutes (June 1, 2015)**
Jeff Jackson (Director of Technology) moved to approve June meeting minutes. Adam Peck (President-elect) seconded. Meeting minutes passed unanimously.
- III. **President – Lisa McDougle**
 - **Fall 2015 Conference Update**
 - Free/waived Conference Registrations
 - *Faculty* (ops manual indicates 1 per student affairs/higher ed program but states board will determine funding source). Board decided to waive the fees for the two faculty registrations that have come in so far. Will come out of conference budget. If it becomes problematic for budget, we can take out of president's budget if needed, per Lisa McDougle.
 - *Graduate/Fellowship* (should this be charged against foundation or conference?) Ops manual currently states that conference budget should fund but this has come up for discussion. Foundation has approved budget, foundation approves graduate scholarships/fellowship but feels strongly that membership needs to see that is coming from the foundation. Mark can 'tag' foundation on that line. Lisa McDougle motioned to change language in ops manual to indicate that the graduate scholarship/fellowships will come out of foundation. Elizabeth Massengale (VP for administration) seconded. Motion passed unanimously.
 - Updated conference budget
 - Changed budget \$8,000, can now pay for all 3 speakers and travel.
 - A/V estimate will be finalized tomorrow
 - Sponsorships has increased to \$2000 (\$0 accounted originally)
 - Recognition of volunteers and any retiring SSAOs
 - Marmon Mok has been sponsoring golf tournament for 5 years. Board agrees to recognize Marmon Mok for their continued support. Inviting two reps for dinner and asking them to stand and be recognized.
 - **Action Item: Currently, there is no retiring SSAO known. Let Lisa McDougle know if you know of any.**



- Each officer will recognize any committee members they have (certificate or other method)
- Use of association funds for appreciation gifts to board or conference committee
 - John Kaulfus (Past President) motions to allow expense of no more than \$25 for committee gifts; anything higher requires board approval. Elizabeth Massengale (VP for administration) seconded. Motion passed unanimously.
- **Strategic Plan Update**
 - Constitutional amendments passed
 - Need to appoint board positions (will discuss at the end of the meeting)
- **Future Board Meetings** – September 14 (conference call) & October 4 (on-site)
- **Quarterly reports due September 15**

IV. **President-Elect – Adam Peck**

- **Volunteer Positions**
 - All positions for 2016 conference are full. Conference call happening next week then resuming at the end of the 2015 conference.
- **2016 Fall Conference Speaker Update**
 - Contracts are written on all speakers.
 - Golf Tournament is through foundation. Daniel Vasquez (TX state) will continue to coordinate the golf tournament.

V. **Past President – John Kaulfus**

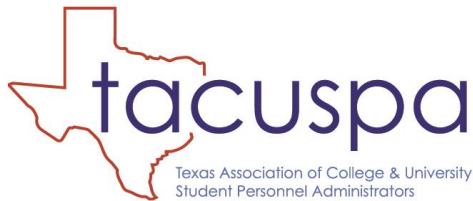
- **Caswell Award Winner update**
 - Sandi Osters is this year's award recipient.
- **Fall Newsletter – notice for articles and submissions**
 - Will go out in September. Still looking for submissions – deadline is mid-August.

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

- **Update on awards**
 - Will be solidified soon and have updates at next meeting.
 - **Action Item: Will update ops manual with recently approved motions.**

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

- **Reviewing conference registration several times per week**
- **Membership Update as of 7/24/15 (numbers in parenthesis are in comparison to same time last year)**
 - Institutional campuses – 45 (down 5)
 - Professional members – 510 (up 31)
 - Student members – 27 (down 3)



- Emeritus members – 11 (same)
- Total: 548 (5% increase from same time last year)

- **Emails to grad program coordinators will go out mid-August. Rack card on hold for new VP of Marketing**

VIII. Vice President for Education & Professional Development – Brandon Griggs

- **No report**

IX. Director of Technology – Jeff Jackson

- **No report**

X. Director of Research – Rishi Sriram

- **Journal update/Research Grant**
 - Call for journal/research grant submissions has gone out to membership. Deadline is August 21

XI. Secretary Report – Paulina Mazurek

- **No report**

XII. Treasurer Report – Mark Munguia

- **Review of the FY16 budget**
\$50 difference between last year and this year. Separated VP of marketing and will separate membership as well. Otherwise, similar to last year.

XIII. Approval of Reports.

John Kaulfus (Past President) moved to approve reports. Rishi Sriram (Director of Research) seconded. Reports passed unanimously.

XIV. Old Business

XV. New Business - discussion of candidates for vacant positions.

- **Assessment:** Pamelyn Shefman (She is current serving as director), Andrea Mitchen (previous assessment chair), and Jay Lambert. Board will move forward with Andrea Mitchen.
- **Marketing:** Christine Self and Jay Lambert. Board will move forward with Christine Self.
- **Research:** Board will move forward with Jeff Jackson.
- Board will reach out to Pamelyn and Jay moving forward to get involved in other areas.

XVI. Adjournment – Lisa McDougle (President) adjourned at 1:11pm.