

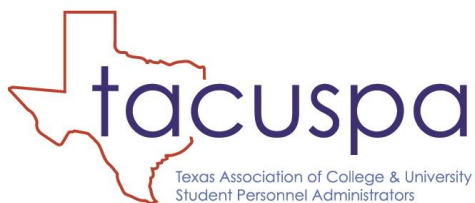
TEXAS ASSOCIATION OF COLLEGE & UNIVERSITY STUDENT PERSONNEL ADMINISTRATORS

Unofficial Minutes | August 5, 2019

Members Present: Molly Albart, Iliana Melendez, Lisa Perez, Ashley Spicer-Runnels, Stephanie Box, Jennifer Edwards, Corey Benson

Guests: Staphany Lopez-Coronado, Nicki McGee, Amanda Drum, Tabitha Williams

- I. **Call to Order:** Albart called meeting to order at 12:04pm
- II. **Approval of Minutes:** Melendez motioned and Edwards seconded the motion. The July 1, 2019 minutes were approved as submitted.
- III. **President– Molly Albart**
 - Conference Updates: McGee indicated that 34 people had registered for conference (as compared to 38 last year). There were also 2 people registered for NPI, 1 for MMI, and 2 for golf tournament; ACSA has been added to general conference outline; she still needs to confirm location for ACSA; McGee will send out conference outline to Board for feedback; Program proposals have been selected; Ed session block 5 still needs to be finalized. Notifications will be sent to presenters by Friday. Offering sessions on Diversity, Equity and Inclusion in the first 4 blocks of program. Hotel staff is reviewing general agenda to ensure room alignment.
 - Williams reported that she has a total \$6,000 in sponsorship thus far. Larger sponsorships are from Chartwells and TACHE. She also anticipates sponsorships from Higher Ed programs at Sam Houston and Angelo State.
 - The Graduate Student Experience will include a case study orientation on Sunday and keynote speaker at breakfast. Williams is exploring a dinner downtown option for networking opportunities;
 - Drum reminded chairs to please let her check silent auction times if there are any schedule changes to program.
 - McGee is working on an abbreviated program booklet for conference; it will not include detailed description of presentations.
- IV. **President Elect – Iliana Melendez – no report**
- V. **Past President – Brandon Griggs- No Report**
 - Albart reported that Griggs is working with Dr. Walker to gather information on organizational structure.



VI. Director for Administration – Stephanie Box

- Awards Update: Box reported that she sent awards information to voting members of the Board. Some nominees did not have current memberships with TACUSPA so they became ineligible for award. Melendez motioned to approve the slate of award winners as submitted by Box. Spicer-Runnels seconded the motion. There was one opposition to the motion. Motion passed with affirmative votes.
- Box asked Board about their thoughts on releasing names of award winners prior to conference. After discussion, Board agreed there would be potential benefits in announcing early. **Box will contact award winners first and then work with Benson to get announcement out to membership.**

VII. Director for Membership – Hope Garcia – No Report

VIII. Director for Marketing – Corey Benson

- **Benson will send out TACUSPA Newsletter on Thursday, August 8 in the afternoon.**

IX. Director for Education & Professional Development – Kristy Vienne – no report

X. Director for Technology – Caryn Hawkins - no report

XI. Director for Research – Jennifer Edwards

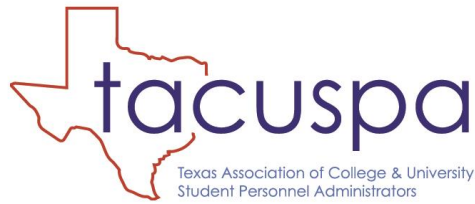
- Edwards mentioned that the TACUSPA Journal is in second round draft form;
- TACUSPA Grant was awarded to Jeff Strietzel from Baylor.
- published TACUSPA eBook;

XII. Director for Assessment – Brandon Lee - No Report

XIII. Secretary – Lisa Perez – No report

XIV. Treasurer – Ashley Spicer-Runnels

- Account Balance Updates: The checking account balance is \$107,513.70. The savings account balance is \$62,767.94
- FY20 Budget: Spicer-Runnels reported that budget requests by board members were shared with the Financial Advisory Board. After their review, feedback was sent back to her. There were areas where budget line cuts were made; but some lines were increased. Monies were reallocated to cover some requests. Melendez motioned to approve budget as submitted and Benson seconded it. Motion passed unanimously.
- Financial Procedures Training: Spicer-Runnels recommended taking time at the conference to provide financial procedures training to Board, Conference Chairs, and Foundation chairs. This would ensure that everyone understand financial procedures and provide continuity. The recommendation was to have it on Tuesday during the Board meeting. After discussion, the Board agreed to incorporate this during the upcoming conference.



XV. Foundation – Amanda Drum-no report

XVI. Good for Order – Spicer-Runnels encouraged a discussion about the Mid-Summer Meet Ups

- Spicer-Runnels provided feedback regarding the meet up in San Antonio. There were 3 institutions represented with a good turnout; participants involved loved the concept; thought opportunity should continue. They suggested other ways to engage members, such as in book clubs; Participants also thought marketing could be enhanced and would have liked to know who was attending prior to meet up.
- Houston Meet Up- Melendez stated that interesting conversations revolved around faculty opportunities within TACUSPA; participants also said that they would have liked to have more advance notice. Overall turned out nice. Did receive feedback from someone outside of the area: they wondered why there wasn't a meet up in Austin?
- DFW Meet Up – Albart reported there were about 8-10 people in attendance; in general participants think this is a good idea that should continue. Another suggestion was made to perhaps think of hosting a 2-hour round table discussion in strategic locations throughout the state.
- Spicer-Runnels also suggested that the Board should identify a host early on in the process and ensure we include other areas. Board agreed that this is something that should be continued.
- **Approval of Reports:** Tabled for next meeting; quorum was not met.
- **Adjournment:** Albart adjourned meeting at 12:46pm