

**Association for Student Conduct Administration  
Board of Directors Meeting  
Conference Call  
Thursday, March 4, 2010**

Board of Directors present: Tamara King, Dwayne Scott, Karen Boyd, W. Scott Lewis, Daniel Swinton, Marlin Nabors, Chris Loschiavo, Marc Shook, Jane Tuttle, Kellie Brennan, Brent Ericson, Jeremy Inabinet, James Neumeister, and Ryan Holmes

Absent: Lorrie Miller

Special Guest: Brent Ericson, 2010 Conference Chair

Executive Director: Billye Potts

**Key:** Red = Motions; Blue = Sense of the Board; Green = Action Items; Purple = Recess/Adjournment

I. **Call to Order:** Lewis called meeting to order Thursday, March 4, 2010, at 3:37 P.M. EST

II. **Approval of January 31-February 7, 2010 Meeting Minutes** - Scott

III. **Motion by Scott: Approve January 31-February 7, meeting minutes**  
Second: King  
Discussion: none.  
Motion carried

IV. **2010 Conference Final Update** – Ericson/Holmes

Ericson reported that 608 of the 620 registered participants retrieved their conference materials. Ericson reported that the Conference Core committee met on the phone to review the positives and negatives of the conference and will relay the information to the 2011 Conference Committee. Ericson requested from Potts, post conference assessment evaluations. Ericson reported that at time of the conference call he had not received any negative feedback pertaining to the conference. Holmes reported that he and Potts are working with TradeWinds to reconcile final costs for the conference. Potts reported that she discovered a \$5800 discrepancy in the TradeWinds final bill that has been cleared.

Lewis requested evaluations for featured and opening session presenters. **Holmes reported that he will provide Lewis with the information requested.**

**Sense of the board is that the conference was well run.**

V. **January Budget Update** – Tuttle

Tuttle reported that she will provide BOD with monthly written reports pertaining to ASCA finances. Tuttle suggested that ASCA produce a balance sheet and statement of position in a one page format along with an annual report of association finances. Tuttle reported that the Finance Committee members understand that they will make recommendations to the board regarding association expenditure. Tuttle also reported that the Finance Committee members requested clarification on the BOD's financial priorities.

Tuttle will send BOD minutes from the March 3, Finance Committee meeting.

Lewis stated that the board should routinely seek advice from the Finance Committee regarding money matters of the association. Lewis also reiterated that the association will incur additional cost as it relates to the development of the organization's Diversity Strategic plan (travel, lodging, meals, etc).

Tuttle requested reimbursement forms ASAP from BOD for the 2010 conference.

**VI. Change of ADR Committee to Conflict Resolution Committee – Brennan**

Brennan reported that the ADR committee requested to change its name to Conflict Resolution Committee. According to Brennan, the Committee requested the name change to reflect the current philosophy of the association and because it has broader appeal.

**VII. Motion by Brennan:** Change ADR Committee name to Conflict Resolution Committee

**Second:** Loschiavo

**Discussion:** none.

**Motion carried**

Lewis recommended to the BOD to refrain from developing ADR materials until the board discusses the matter this summer. Lewis requested that any inquiries regarding the materials be directed to him.

**VIII. 2011 Academy Update – Boyd**

Boyd reported to the BOD the 2011 Gehring Academy Faculty. Boyd reported that the Academy Faculty is a diverse group of instructional staff. Boyd reported that she will be following up with some individuals who applied, but were not accepted as Academy Faculty. Boyd reported that 17 people are currently registered for the Academy. Registrants are as follows: Training Institute (7); Mid Level/Senior Institute (5); Conflict Resolution (One-Day Program) (4).

Lewis inquired about the possibility of asking registrants during the registration process how they learned about the Academy.

Boyd reported that she would like to add a senior level scholar for the Mid Level/Senior Institute and graduate assistant monies to assist with the development of the Dixon vs. Alabama historical documentary.

Nabors inquired about the process of selecting faculty for the Academy. Boyd responded by stating that the following is the selection process:

1. Boyd and planning team requests names from the association who others feel are experts and respected in the profession, presentation style, who is published, etc.
2. Planning team after receiving the names evaluates and submits their chosen faculty to the BOD.

Nabors requested making the Gehring Academy selection protocol more transparent by explaining the process.

**IX. Reminders**

- Update Leadership Appointment Roster – provide info ASAP.
- Conference Call and Board Meeting Calendar (June BOD Meeting University of Louisville, who will be flying and who will driving in and October BOD Meeting researching Las Vegas – good rates).
- Those attending NASPA No Host Breakfast – Monday, March 8 @ 8am in the LB Bistro at the Sheraton Hotel.
- Comments, concerns, questions for the new Strategic Plan due to Billye by **Monday, March 8** for discussion at the Thursday, March 18 meeting.

**X. FYI**

Potts reported that the Executive Director for URMIA, Jenny Whittington requested to continue the MOU with ASCA, but would like to see the organizations conduct annually programming related to hazing, codes of conduct, etc. Potts also reported that URMIA is interested in ASCA presenting during their annual conference and vice versa. Potts requested that the BOD send her relevant topics for webinars that both ASCA and URMIA could participate in.

Potts reported that ACSA will maintain ownership of the Asjaonline.org domain for at least two more years to assist with the transition of the new website location.

Potts reported that the current language pertaining to Olshak's usage of the ADR materials will be reformatted into more legalistic terms. **Potts will send to Lewis, King, Swinton, Boyd, and Bill Fischer the new legalistic language for their review.**

**Lewis will call Olshak to inform him that ASCA is in the process of formulating a contract regarding ADR Conflict resolution materials.**

- XI. Motion by Nabors: Adjourn meeting.  
Second King:  
Discussion: None  
Motion carried.**

- XII. Meeting adjourned at 4:25 p.m. EST**

Submitted by: *Drayne J. Scott*

**Approved March 18, 2010**