

**Association for Student Conduct Administration
Board of Directors Meeting
Conference Call
Thursday, July 9, 2009**

Board of Directors (“BOD”) Members:

President: Tamara King	Secretary: Dwayne Scott (NP)
President Elect: W. Scott Lewis	Treasurer: Jeff Stefancic
Past President: Gary Dickstein	DAL #1&2: Susan Baker (NP)
DAL #3&6: Daniel Swinton	DAL #4&11: Katie McGee
DAL #5&10: Jennifer Hammat (NP)	DAL #7&8: John Jones (NP)

DAL #9: Lorrie Miller*

Conference Chair: Brent Ericson	Academy Chair: Karen Boyd*
Executive Director: Billye Potts	

*(NP = NOT PRESENT; * = Entered late and/or had to leave the meeting early or temporarily).*

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

- I. Approval of June 2-3, 2009 Meeting Minutes (attached) – :Lewis
 - **Motion by King: Approve BOD minutes for June 2-4, 2009 meeting. Motion seconded by Lewis**
Discussion: None
Motion carried.

- II. Academy Update – Boyd
 - The Academy was a success. Although numbers were down, we used every space anticipated (rooms, etc.). Evaluations are still being compiled, and the follow up online evaluation is being sent out now.
 - The use of Blackboard was a success, based on feedback. This allowed participants to come to GA prepared, and lessened the rationale for giving any refunds to those who could not attend.
 - The budget is still being reconciled, as reimbursements are still being filed and bills are being paid.
 - There was an H1N1 flu scare at the GA, and the Emergency Plan was put into effect, and the participants were notified, transported, etc., according to plan. There were NO confirmed cases among the participants or faculty. Some participants and faculty did get ill, but it was determined to be regular flu, colds, allergies, etc.
 - A few participants chose not to attend based on reports of an H1N1 increase in Utah. Potts, Boyd, King & Lewis have discussed the possibilities and ramifications of a refund. At this time, no one who was there and chose to leave will be receiving a refund. For those who elected not to attend at all based on the H1N1 concern, they may be offered a credit toward a future ASCA expense (approx. \$200). **The sense of the Board is that this is an acceptable resolution.**
 - **Boyd will work with Ericson to insure that her communications, lessons, etc. will be discussed with the Conference Committee.**
 - There was a proposal to change the date of the 2010 GA to the last week in June 2010. to allow for more space.

III. Conference Update – Ericson

- They continue to meet via conference call. Ericson related the BOD’s suggestions from the Nashville meeting. They will be discussing publications, marketing and program proposals this week. A timeline will be shared with the BOD as soon as possible. Monthly “teasers” will be sent out as well. The conference gift will be the reusable grocery bags and will allow for a sponsorship opportunity as well. Some members of the committee are in transition, but the committee continues to press on. There will be a discussion with Ericson, Potts, Boyd & Pierce and King regarding keynote and featured speakers (costs, etc.).
- ASCA will continue to promote the cost efficiency of the Tradewinds as the host site.

IV. Update on Final LRP Negotiations – Potts

- Bill Fischer did the preliminary arrangements; Potts has given the contract to the ASCA attorney for review. It has been approved. The ASCA attorney has suggested that we formally copyright the material. There have already been inquiries regarding the use of the material. **The BOD will need to discuss how to allow use (in what ways, for what cost – if any, etc.) during the October meeting.**

V. Website Update – Potts

- The suggestions from the PCI report were shared with Schipul and Schipul gave us proposals. Schipul.com has some template sites to review. The two bids were \$4800 and \$3800 respectively, and will be shared with the BOD. PCI also offered to bid on this. Potts will negotiate with Schipul to reduce these amounts, as the level of service provided to date has not been satisfactory.

VI. Update on Forum/Listserve on Website – Potts

- There is now a forum on our association website for every Committee, Circuit, and MIC to begin using as their formal means to communicate.

VII. Bowling Green Archives Request - Stefancic

- ASCA was solicited to support the National Student Affairs Archives (\$500). This group collects and stores historical data for student affairs organizational information. ASCA has supported this group in the past (but not every year). This year’s request was to fund a part time archivist (Anne Bowers) to pull more documents together. Potts is also working to update the ASCA historical data.
- **Motion by Stefancic: Contribute \$500 to NSAA. Motion seconded by Miller. Discussion: This will be a periodic allocation from budget underages, if not, from short term reserve. Motion carried.**

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VIII. Black Greek Summit Update – Stefancic

- A \$2000 request for a half page ad, registration, space at the vendor fair and 2 presentations. Sept 27-30, 2009.
- Dwayne Scott is going to present information from his doctoral research. There may be one presentation by members of ASCA.

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- **Motion by McGee: Contribute \$2000 to National Summit on Black and Hispanic Greek Letter Organizations. Motion seconded by Miller**
Discussion: This will be a periodic allocation from budget underages, if not, from short term reserve.
Motion carried.

IX. Check list from Summer Board Meeting – King

- **The BOD should review and take appropriate action.**

X. Update on Membership Restructuring Task Force Report – Directors-at-Large

- This information still needs to be shared with the Circuits, **Dickstein and Hammatt will pair up the Directors at Large and solicit feedback. The feedback will be shared with the BOD this fall.**

XI. Update on liaison positions – Everyone

- Tabled until the next call.

XII. Fall Board Meeting: October 5-8, 2009; TradeWinds Island Grand Resort

- Arrive on Monday, October 5 by 6 pm for dinner
- Meetings all day Tuesday, Wednesday and until 11:30 am Thursday
- Please start looking for flights – all flights need to be booked by September 1, 2009

- **Motion by Lewis: To Adjourn. Motion seconded by Stefancic**
Discussion: None
Motion carried.

Meeting adjourned 12:34 EDT

Approved August 13, 2009