

**Association for Student Conduct Administration
Board of Directors
Bi-monthly Conference Call
Thursday, March 26, 2009**

Board members present: Tamara King, W. Scott Lewis, Jeff Stefancic, Susan Baker, Jennifer Hammat, Dwayne Scott, Katie McGee, Brent Ericson, Gary Dickstein, Daniel Swinton, Karen Boyd, and John Jones
Absent: Lorrie Miller

Executive Director Billye Potts

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

I. Call to Order

King called meeting to order at 11:01 EST.

II. Approval of March 12 Meeting Minutes – Scott

Motion by Lewis: Approve BOD minutes for March 12 meeting. Motion seconded by Baker
Discussion: None
Motion carried.

III. Board Expectations – King/Scott

Sense of the board was to approve BOD expectations for 2009

IV. Continuation of Association Budget Approval Process – King/Stefancic/Potts

Stefancic stated that the Finance Committee wanted to know the BOD priorities and how are they reflected in the budget. Stefancic stated that the Finance Committee will be more active this year by asking for justification regarding expenditures and benefits to ASCA's membership. Potts gave an overview of ASCA's membership numbers and finances in reserve:

End of Jan `08 – 1811
End of Jan `09 – 1348

End of Feb `08 – 1660
End of Feb `09 – 1468

End of Mar `08 – 1693
Currently Mar. 26 `09 – 1526

Long-term Reserve numbers:
End of February `09 - \$282,360.70
Short-term Reserve numbers:
End of February `09 - \$36,288.28

V. 2009 Academy Budget – Boyd

No action taken

VI. 2010 Conference Budget – Ericson

Ericson informed the BOD that the audio visual equipment is 3 times higher than what we have paid in the past. However, Ericson stated that he is in the process of negotiated a better price. BOD discussed how to get more an accurate number of participants for the closing banquet. King suggested that we do numbered tickets and confirm with participants at registration.

Ericson stated the cost of ribbons used to recognize presenters, BOD, newcomers etc. would be approximately \$1,000.00. Jones suggested that the conference committee solicit price information from other vendors in an effort to cut the current estimated costs. [The sense of the board is to use ribbons and/or alternative ways of recognizing BOD, newcomers, presenters, etc.](#)

VII. MOU with TAMU/ASCA – Potts

The MOU document will be discussed during the April 9 Board Conference Call.

VIII. Update on Office Manager Position – Stefancic

Stefancic stated that we received 61 applications for position. Stefancic after reviewing pool forwarded 12 applicants to the search committee who will narrow the pool down to 5 candidates for an interview. Stefancic stated that he planned to start interviews the week of April 6. Stefancic stated that the overall pool was excellent with applicants possessing the breath and dept of experiences in student services needed for the position.

IX. National Summit on Black & Hispanic Greek Letter Organizations – Stefancic

[Stefancic will coordinate efforts of presentations by BOD members during the conference and possible sponsorship on the part of ASCA. Stefancic will set up a meeting with Dr. Bonner, King, and himself to discuss registration costs for BOD participants.](#)

X. Letter from Longwood College (see attached A) – King

Matthew Lopez-Phillips (2009 conference chair) and Brent Ericson (2010 conference chair) responded to letter

XI. Leadership Position Roster – King

King reviewed list with BOD

XII. June Meeting Logistics

Potts requested transportation plans and accommodations for June board meeting in Nashville. Dinner for BOD on Sunday, Monday – dinner on your own, Tuesday- BOD dinner. Swinton will send out information about hotel accommodations near Vanderbilt University.

XIII. Proposal for Changes in the Funding for Circuits – Jones

Will be discussed at the June Board Meeting

XIV. Meeting adjourned 12:50 EST

Submitted by: *Dwwayne J. Scott Ed. D.*

Approved April 9, 2009