

**Association for Student Conduct Administration
Board of Directors Meeting
Conference Call
Thursday, November 5, 2009**

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

Absent: Gary Dickstein

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 Thursday, November 5, at 10:00 am central time

II. Approval of October 5-8, 2009 Meeting Minutes – Scott

III. Motion by Baker: Approved October 5-8, meeting minutes

Second: McGee-Barras

Discussion: none.

Motion carried

IV. Elections Report – Potts/King.

Potts reported that there is a new timeline for elections due to the fact that the position for Director-at-Large for circuits 5 and 10 only had one candidate nominated (constitution requires 2 nominees be on the ballot for each position).

King stated that she has received a number of inquiries from members wanting to serve on the BOD, but could not attend the annual conference due to institutional funding issues. Boyd stated from a historical perspective, the BOD in the past under very limited and specific circumstances covered expenses of a board member from time to time because their host institution would not cover costs incurred as a result of BOD activities.

The overwhelming majority of the BOD felt strongly that any person on the BOD should attend the annual conference. There was strong sentiment expressed about the level of commitment a person on the BOD would display to the general membership if he or she did not attend the national conference.

V. New Website Update – Potts

Potts reported that Schipul needed to know which design was the preference of the board as soon as possible in order to begin work on the new website. Potts stated that option two received the most votes among the BOD. Miller and Swinton stated that they liked both formats, but format two seemed to be really busy. Potts informed BOD fonts, order, etc. can be changed. **Potts will go back to Schipul to inform them that format 2 is the preference of the board, but to modify some of the busyness of format 2.**

Potts and Swinton stated that we needed something catchier on the tag line. King suggested getting the membership involved by coming up with tag lines and pictures to make the website more personal.

Potts is going to send out a short announcement requesting suggestions for tag lines and pictures to the membership for the new website.

Miller suggested having a link or menu items on the website that refers to ASCA's partnerships.

VI. 2009 Academy Update - Boyd

Boyd reported that the Academy will return expected budgeted revenue plus some extra to the Association. Boyd stated that the revenue was a result of reductions in faculty salaries, food and beverage, and transportation costs. Boyd requested that some of the money remain with the Academy to assist with start up costs in 2010. Boyd reported that participant feedback was good and the blackboard experience was a success.

Boyd stated that she will emphasize and facilitate a better experience for Academy Faculty in 2010. King asked Boyd to report to the membership the role the faculty played in making the Academy successful from not only from an educational experience, but from a monetary perspective as well . **Boyd is going to do a public thank you to all Academy Faculty.** Boyd reported that the 2010 Academy will follow the same format as 2009, but the Academy participant class will be smaller and cut back by one day.

Potts informed the BOD that 15 proposals for the new Academy location have been received and the committee will make a recommendation to BOD by the December 2009 board call. King advised the board that her institution submitted a proposal and that she would be willing to step down from this committee to avoid any appearance of a conflict of interest. King also stated other BOD members' institution have presented proposals, this conflict may need to be addressed again.

VII. 2010 Conference Update – Ericson

Ericson reported that the 20% discount for food and beverage for registered conference attendees who stay at the Tradewinds and information about the Tradewinds promotional giveaway was sent to membership.

Ericson reported that Dickstein and Stefancic will put together a program session targeting new professionals. Lewis stated that it is imperative that community colleges be represented in the sessions.

Ericson reported that non member rates are posted on the website. Potts reported that 133 members are currently registered for the conference as compared to last year's 224.

Ericson reported that Peter Lake (plenary session) and John Lowery (Legislative session) have been confirmed for the conference. Ericson also reported that concurrent sessions have been approved and alternate sessions are ready in case of last minute presenter cancelations. Ericson stated that topics and presenters will be added to the website.

Ericson stated the next email blast to the membership will be about professional development opportunities at the conference. Potts reported that she will be adding preconference information to the website.

Lewis mentioned marketing the conference to ACUHO-I members who will not be attending their annual conference, specifically targeting those who reside in Georgia and Florida. King suggested requesting ASCA's membership to forward conference information to their colleagues in housing on their respective campuses.

Ericson reported that Pave Systems will not provide sponsorship to ASCA in 2010 due to financial constraints.

VIII. CLHE Monograph Update – Potts

Potts reported that she talked with Daren Bakst about a Monograph series pertaining to general themes of student rights and responsibilities and the first topic could potentially be on social network site implications. Potts reported that the monograph would be a booklet with approximately 60 pages. King recommended that ASCA should get something in writing that details and outlines the partnership as well as Bakst's vision Thursday, November 17, 2009 or this project and his expectations for ASCA. **Potts will ask Daren Bakst to submit a written proposal.**

King informed Olshak via a telephone conference that ASCA will retain ownership of the mediation materials it purchased back from LRP, and informed him that he will have an opportunity for input regarding editing and/or rewriting of a second edition. A core group of people who have experience in this area will be asked to provide input.

IX. Strategic Plan Update – King

King stated we will finalize the strategic plan during our next board call on November 19, 2009.

X. MOU's with AFA, FEA, URMIA, and NASPA Journal – Potts

Potts inform BOD that MOU's are up for renewal. Potts informed BOD that MOU's in the past have been on an event-by-event basis. Potts also inquired about formalizing MOU with other organizations. King suggested the MOU's should outline conference attendance, registration fees, etc. King reported that a meeting with other organizational presidents in being planned with Lewis, Potts and herself. King stated we are trying to continue developing continuity between the various organizations. King stated we can meet one-on-one with leaders or any other format deemed appropriate. King stated that they (King, Lewis and Potts) are attempting to set up a roundtable discussion or some other format during the conference, especially if other higher education organizational executive directors or presidents are attending the ASCA annual conference.

XI. Update list from October BOD Meeting – King (sent out by Jenn Hammat)

Miller and Hammat are in the process of setting up a meeting with DALs. King stated that everyone should be reading the list and completing the various items listed. Miller stated that DALs are going to sort the information that we receive from the membership pertaining to taglines and pictures for the website.

Potts reported that the ACUHO-I Webinar in September – revenue generated for ASCA was \$6443.56

Webinar scheduled for October 27 on Approaches for Creating a Veteran Friendly Campus with NASPA and ACUHO-I have been re-scheduled to November 17. Potts reported that there are currently 69 sites registered for the webinar.

Consortium Webinar with NASPA, ACPA, ACUHO-I, and NIRSA that was scheduled for November 3 currently has 59 sites registered. Update will be given at next Board call.

February Leadership Training Schedule

Current and New Board arrive by 3 pm on Sunday, January 31, 2010

- Current and New Board will meet beginning at 3 pm into the evening (working dinner) January 31, 2010
- Current and New Board will meet on Monday, February 1, 2010

- New Board Meeting on Tuesday, February 2, 2010 (if you are not on the new Board you may sit in or have a free day)
- ALL New Leadership (circuit reps, committee chairs, MIC heads, Board members, etc,) MANDATORY – Leadership Training on Wednesday, February 3, 2010 from 8 am – 12 Noon

Back-end of Conference

- All New Leadership and BOD – New Year Planning – Sunday, February 7 , 2010 from 9-10:30 am
- Board Meeting – Sunday, February 7 from 10:30 am-12 Noon – all New Board Members must plan on staying for the entire meeting; do not make your flight reservations until after 1:30 p.m. which give people 90 minutes to depart the hotel and make it to the airport in time for their flights

- XII. **Motion by Lewis: adjourn meeting.**
Motion seconded by Jones
Discussion: None
Motion carried.

Meeting adjourned at 11:30 am, central time

Submitted by: *Drayne J. Scott, Ed.D.*

Approved November 19, 2009