

**Association for Student Conduct Administration
Board of Directors Meeting
Conference Call
Thursday, November 19, 2009**

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

Absent: Susan Baker

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 19, at 10:05 a.m. CST

II. Approval of November 5, 2009 Meeting Minutes – Scott

III. Motion by Scott: Approved November 5, meeting minutes

Second: McGee-Barras

Discussion: none.

Motion carried

IV. Awards Proposal – McGee-Barras

McGee-Barras submitted to the BOD via email the Awards' Committee proposal. The Committee submitted two potential proposals with specific criteria, but one containing a detailed point scale. Lewis suggested adding a line item for evaluating the overall strength of application. BOD continued to discuss the pros and cons of the points scale, but thought the format was great.

V. Motion by Lewis: Approved Award Criteria with the detailed points scale

Second: Swinton

Discussion: none.

Motion carried

VI. Website

Potts requested any additional feedback on the website by Sunday, November 22. Jones inquired about the frequency of changing pictures on the website. Stefancic reiterated that all pictures should have a professional finish to them. Potts stated that the pictures could be updated on a routine basis. Lewis asked Potts to check with Schipul about the necessary format of the pictures in order to produce a professional finished product for the website. BOD agreed that the pictures should be changed on a regular basis to stay current by highlighting ASCA various activities around the country.

VII. Update from Texas A&M University re: University liaison – King/Potts

Potts stated that Dave Parrot has stepped aside due to other professional responsibilities and has designated Carol Binzer as our direct liaison for ASCA.

VIII. Conference Update – Ericson

Ericson reported that bio and speaker information is available on the website, as well as the Schedule at-a-glance and location of the sessions. Ericson also reported information regarding keynote speaker was sent to membership last week. Ericson reported that a site visit will be conducted December 9-11, 2009. Potts reported that currently 183 members have registered for conference which is down 100 from last year at this time. Potts reported that the executive directors from Association of Fraternity/Sorority Advisors (AFA) College and University Professional Association for Human Resources (CUPA-HR stated their conference numbers are down, but better than anticipated. Miller reported that her circuit reps emailed members in an attempt to determine who will be attending the conference. Lewis reported that people are getting a cheaper rate through Priceline, Travelocity, etc., but the reservation does not include the resort fees. **Potts is going to check with Tradewinds concerning the matter. Potts is also going to see if Tradewinds can track those who book through a 3rd party agency.**

King suggested sending an email to the general membership about booking through a 3rd party agency, specifically letting the membership know that the 3rd party reservation does not include the resort fees. The amount of money members will pay through a 3rd party reservation is GREATER than the ASCA rate.

IX. October Meeting List Review – Everyone

King requested that everyone send updates to her concerning the October meeting checklist.

King updated BOD concerning Rick Olshak and the mediation materials which ASCA purchased back from LRP. Olshak wrote King after their telephone conversation in October 2009 and has made another offer to the BOD regarding the materials. King advised Olshak, that the BOD would review his request and get back to him. King stated that given the work to be done before the annual conference and the finalizing of the strategic plan, it may not be as timely as she would prefer.

X. Strategic Plan Review – King

It was agreed that the BOD meeting would be abbreviated to devote an entire hour to editing of the strategic plan. BOD discussed and edited strategic plan. It is planned that ASCA membership will receive the proposed strategic plan in early January 2010 and it will be presented during the annual business meeting in February 2010.

XI. Motion by Lewis: adjourn meeting.

Motion seconded by Jones

Discussion: None

Motion carried.

Meeting adjourned at 11:30 a.m. CST

Submitted by: *Drwayne J. Scott*

Approved December 3, 2009