

**NASPA Region V Advisory Board Meeting
Friday and Saturday, June 27 & 28, 2008
Marriott Riverplace
Portland, OR
APPROVED November 6, 2008**

Present:

Branch, Teresa; Castro, Toni; Clark, Tracy; Costantino, Art; Endress, Wendy; Gittens, Sunny; Hellwig, Beth; Higgins, Elizabeth; Hurst, Jeff; Majovski, Laura; Parks, Kaela; Perez, Joel; Timberlake, Dan; Tullos, Charlotte Departed at 11:00 a.m. on 6/28: Castro, Toni; Ellingson, Kari; Hellwig, Beth

Absent:

Alexander, Eric; Basford, Jerry; Blake Jones, Laura; Champagne, Keith; Clark, Tracy; Diaz, Jacob; Eyster, Sheryl; Fabiano, Pat; Godfrey, Eric; Gonzalez, Anna; Goodwin, Darrell; Haubenreiser, Jenny; Herman, Becca; Kelly, Bridge; Kelly, Rob; Matsui, Yoshiko; McAward, Scott; McIsaac-Tracy, Jeannie; McKee, Shane; Mee, Janet; Mills, Rebecca; Morrow, Rebecca; Scheuermann, Tom; Snyder, Barb; Stephens, Morris; Wallenfeldt, Leslie; Washko, Christopher; Webb, Leslie; Yules, Tasha;

Vacancies: Assessment, Evaluation, and Research KC Representative

- Vice President, Art Costantino, called the meeting to order at 1:20 pm on June 27th; adjourned at 4:00 pm on June 27th; reconvened @ 9:07 am on June 28th; adjourned at 11:55 a.m.
- Art Costantino reviewed the agenda for June 27 & 28.

Friday	
Noon-1:00 pm	Joint lunch with SSAO Retreat participants
1:00-4:00 pm	Advisory Board meeting
4:00-5:00 pm	State Representatives & KC Chairs meet
6:30 pm	Dinner at Jake's Famous Crawfish
Saturday	
9:00-Noon	Advisory Board meeting
Noon-1:00 pm	Box lunch
- Introductions included sharing campus highlight for the year.
- Minutes of March 9, 2008 Board meeting approved. Charlotte Tullos moved to accept the minutes. Teresa Branch second. Passed (all in favor).
- Wendy Endress provided a Treasurer's Report. See attached.
 - Total balance as of 3/31/08 \$43,779.74; regional account balance was \$64,143 as of 5/31/08.
 - Art encouraged proposals for co-sponsorship.

- Elizabeth Higgins provided a Membership Report. See attached.
 - As of June 2008 total membership was 651 an increase of 18 over Fall 2007 and an increase of 59 over June 2006.
 - Stated goal of increasing membership to 700 by March 2009
 - Commended Dan Timberlake for his recruitment in Idaho
 - During the spring Art Costantino sent letters to those whose membership recently expired and to new members.
 - Toni Castro will encourage membership within community college Vice Presidents.
 - Considering a proposal to increase members from community colleges with a 1-year free membership.

- Art Costantino solicited possible nominees for regional awards.
 - Art commended the success of the process last year which resulted in a strong pool of applications by early fall 2007.

▪ Board Member Updates

Charlotte Tullos, SSAO Liaison and Retreat Coordinator

- June 25, 26, 27 SSAO Retreat at Marriott Riverplace had 37 participants
- Shared some concern about competition and attractiveness as more comparable opportunities are available (e.g. regional and national conference institutes)
- may be able to accommodate 40 next year
- Topics of discussion included: consumerism, generational distinctions, influence of technology, liberal education, assessment, 1st generation, risk, safety, mental health issues, response protocols, veterans, leadership development, succession planning, off-campus connection, orientation

Toni Castro, Community and 2-year College Division Chair

- Goal for 2008-09 is to increase membership of community college colleagues.

Laura Majovski, Small Colleges and Universities Division Representative

- Finalized a white paper on small colleges at national conference in March
- Small College Institute at the College of New England
- Planning other institutes
- Locally small colleges sponsored Responding to Student Threats of Violence at UWT in May
- Noted that the Puget Sound Colloquium will be hosted by the University of Washington next year

Dan Timberlake, Idaho State Coordinator

- Trying to develop strategy to bring together common interests of ID colleagues; may need to focus by geographic boundaries
- Treasure Valley was the biggest metro area without a community college; the state recently launched the College of Western Idaho and fast enrollment growth is anticipated; Boise State is transferring many existing components to the new college

Teresa Branch, Montana State Coordinator

- 26 members in MT
- Difficult to grow membership because of the small population (less than 1M); cost (income/capita is \$36K); individuals are not willing to fund their own professional development; majority of staff prioritize functional area conference
- Recommend online or regional opportunities and focusing on new professionals and graduate students

Sunny Gittens, Nevada State Coordinator

- NV hosted our fall 2007 regional conference
- Have not offered a NV state conference since 2004
- Professional staff travel dollars declining in NV due to state budget deficits

Jeff Hurst, Utah State Coordinator

- Held the annual UT conference in the fall @ Salt Lake CC with 230 attendees; 91 of which were NASPA Members.
- Weber State will host the fall 2008 conference. Chaired by Adrienne Gillespie.

Beth Hellwig, Knowledge Community Coordinator

- Traveled to Birmingham, AL to meet with all other KC Coordinators last summer; confirmed that each region has a different approach; determined to agree on one job description for KC representatives
- Addressed vacancies during the year:
 - o Sheryl Eyster at University of Oregon recently appointed Representative for the Alcohol & Other Drug KC
 - o Becca Herman at University of Washington recently appointed Co-representative for the GLB&T Issues KC
 - o Joel Perez at George Fox University and Jacob Diaz at Seattle University appointed to serve as Co-representatives for the Latino/a KC
 - o Tracy Clark at UNLV was appointed representative for the Parent & Family Relations KC
- Kaela Parks was elected Chair-elect of the DisAbility Concerns KC
- The KC representatives were very busy during the fall regional conference:
 - o they arrived early to participate in training (offered for the 2nd year).
 - o presented at newcomers reception which was well-attended
 - o offered KC poster presentations
 - o WISA offered a Panel of Listeners via WISA and organized by Pat Fabiano
- WISA KC organized a research grant program and awarded \$500 to two recipients
- Beth is resigning as she assumes the Vice Chancellor position at the University of Wisconsin, Eau Claire
- Applicants to replace Beth are being reviewed by Art and Beth will transfer resources to Art

- Art commended Beth for her years of work in Region V and particularly for her efforts to keep the KC Representative positions filled.

Joel Perez, Latino/a KC Representative

- Hope to promote at the upcoming regional conference
- Plan to reach out to KC members in early August
- Will work with national re: a presence at the Seattle conference in March 2009
- Exploring drive-in conference re: undocumented students
- Have good expertise because Jake Diaz, the Co-Representative was a national Co-chair.

Kaela Parks, DisAbility Concerns KC Representative

- At the national level -- adding material to website including presentation materials from the region; and current articles re: disability compliance
- Working with national conference organizers to display "The Road to Freedom Tour – Disability History Exhibit" (21 panels 2'x3' which Kaela/AK purchased and would be willing to share; created by Advocating Change Together) in high traffic area; created an electronic version that is accessible and will distribute via CD at national conference

Tracy Clark, Parent & Family Relations KC Representative

- recently distributed a survey to seek input from KC members
- the KC provided a pre-conference session at the national conference

Report from KC Group

- small attendance; limited discussion
- can we use technology to our advantage
- share regional poster session materials with other regions – done at NASPA
- create quicktip cards and brochures for use across regions
- national KC chairs should be contacting regional KC reps; reps should contact them if not heard by July
- benefit of connecting with Region VI partners
- encouraged regional involvement via a KC leadership team
- budget should not be an obstacle if someone has an initiative
- ancillary events – solicit ideas for hot topics – add to website these topics/resources; sharing work via website
- request KC reps to contribute to newsletter regularly
- drive-in workshop model
- grants model (e.g. WISA)
- vacancy in Assessment KC; suggested Rebecca Sanderson - Art to follow up.

Report from Membership/State Coordinator Group

- use technology to connect people to region and help them feel welcome
- if KCs are setting up listservs add tag line noting Region V affiliation
- ensure Region V is credited and promoted as possible

- in exchange for resources a NASPA representative speaks about NASPA at program
- focus efforts to attract new professionals
- identify schools who are not members and recruit
- capitalize on natural geographic possibilities for programs
- focus on graduate faculty to recruit student members

Wendy Endress, Newsletter

- Completed initial one-page version in December and maintained one-page issue through June
- Seeking book recommendations
- Suggestions from Board:
 - o add “personnel changes ... please share in newsletter”
 - o send list of new members to newsletter editor
 - o annual review of goals
 - o members recommended noting VP appointments

Wendy Endress, Website

- added to the content, ensured content was current and more dynamic (awards, calendar, history, minutes)
- NASPA national is upgrading content management system and will launch new interface in the fall
-
- Art Costantino proposed recognizing WISA Grant recipients at the Advisory Board meeting in November. All in favor. No vote.
 - Suggestion to reserve a program spot for them to present via the Program Chair
- Laura Majovski reported on her efforts to initiate a Sustainability KC.
 - Mike Segawa and Art will assist in generating the proposal with a target submission of July 2009.
- Charlotte Tullos requested funding to support the SSAO Retreat. Wendy Endress moved to fund the program up to \$1000. Laura Majovski second. Passed (all in favor).
- Charlotte Tullos reported on the Building a Culture of Assessment teleconference in April which had strong participation and was well done.
- Laura Majovski noted the importance of Student Affairs professionals serving on the revision of the Northwest Accreditation standards.
 - Art will follow-up
- Art Costantino reported on the Regional Goals Reviewed stated goals and noted progress.
 - have fun – one of the benefits of small size; cultivate relationships; etc.
 - streamline awards process – see Awards report above
 - improve membership – see membership report above

- improve newsletter – see newsletter report above
- improve website – see website report above

Provided copy of Regional Report to NASPA

- Art Costantino reported on NASPA national items:
 - Office Condo
 - Located near train station in the NoMa neighborhood; will have some LEED elements
 - Scott Academy
 - Art serves on the Board for the Academy
 - Designed to serve the professional development needs of SSAOs
 - Considering renewing the mission, investing in branding and enhancing offerings
 - Considering creating opportunities for SSAOs to meet following professional association offerings with an opportunity to focus on the topic/functional area
 - Considering offering immersions in other industries to observe cutting edge best practices
 - Suggestions: offer training with CASE, NACUBO, Army ROTC Jr. Leadership
 - Future of Student Affairs Task Force
 - Goal is to examine long term issues regarding students and student affairs' role; not intended to examine ACPA/NASPA relationship as its only purpose
 - Art will follow-up regarding whether or not there is someone from Region V on the Task Force
 - Assessment Consortium
 - Provide assistance to campuses with StudentVoice; 3 topics/year; leading to Best Practice information; subscription costs shared.
 - Development
 - Seeking to implement a structure and restrict support levels at the regional level
- Noted the regional conference in November in Long Beach, CA.
- General Discussion regarding Advisory Board attendance
 - Art indicated that 16 members were unable to attend due to other priorities/conflicts; 8 did not reply
 - Suggestion to use teleconference capabilities and pay attention to those in financial need
 - Suggestion to add a professional development component to the time
 - Suggestion to ensure explicit communication regarding Board attendance responsibilities when appointment is offered/accepted
- General discussion of the strengths of Region V
 - seems to have a high percentage of colleagues in national leadership roles

- small but mighty
- size of NASPA Region V allows opportunities that would benefit new professionals
- add talking points to website
- Art will follow-up re: data from national NASPA survey of membership

**NASPA Region V
Budget Report for June 27 & 29, 2008 Advisory Board Meeting
Portland, OR**

Balance as of March 31, 2008

Checking Account Balance	\$15,584.87
Money Market Account Balance	<u>\$22,896.11</u>
Total Regional Account Balance	\$38,480.98
NASPA National Account Balance	<u>\$ 5,298.76</u>
TOTAL FUNDS AVAILABLE	\$43,779.74

**Regional Account
As of May 31, 2008**

Beginning Cash Balance July 1, 2007	\$24,640.66
Revenue	
Interest	\$ 335.02
Fall '06 Conference Proceeds	\$ 2,197.26
Silent Auction Proceeds	\$ 344.50
National Reimbursement	\$ 3,627.16
Fall '07 Conference Reimbursement	\$ 12,000.00
Fall '07 Conference Proceeds	<u>\$ 29,177.41</u>
Total Revenue	\$ 47,681.35
Expenses	
June '06 Board Meeting	\$ 133.28
June '07 Board Meeting	\$ 145.13
2007-08 Award Plaques	\$ 360.00
Fall '07 Conference Refreshments	\$ 977.16
Fall '07 Conference Scholarships	\$ 2,290.00
Jan '08 Co-sponsorship <small>(Puget Sound Colloquium)</small>	\$ 676.93
National Conference (Community Fair)	\$ 88.16
National Conference (Reception)	\$ 8.35
International Exchange Scholarship	\$ 1,000.00
WISA Grant	\$ 500.00
Spring '08 Co-sponsorship <small>(Responding to Viol)</small>	<u>\$ 2,000.00</u>
Total Expenses	\$ 8,179.01
Cash Balance May 31, 2008	\$ 64,143.00

**National Account
As of March 31, 2008**

Beginning Balance July 1, 2007	\$14,448.00
Expenses	
Telephone	\$ 48.20
VP Travel	\$ 134.94
Co-sponsorship(Oct '08 Crisis Response @ PLU)	\$ 1,000.00
Conference Expense	\$ 3,650.00
Food & Beverage	\$ 977.16
Hotel & Accommodations	\$ 2,823.59
Program Expense	\$ 491.60
Materials	\$ 23.75
Total Expenses	\$ 9,149.24
Cash Balance March 31, 2008	\$ 5,298.76

FYI

Pending Expenses

National Conference Reception (estimated)	\$ 750.00
Spring '08 Co-sponsorship (Power of One)	1,000.00
WISA Grant	500.00
Spring '08 Co-sponsorship (Building a Culture of Assessment)	1,146.56
June '08 Board Meeting (estimated)	<u>5,000.00</u>
Estimated Total Pending Expenses	\$8,396.56

Prepared by Wendy Endress

MEMBERSHIP REPORT – REGION V NASPA JUNE 2008

Elizabeth Higgins, Regional Membership Coordinator

Region V (Alaska, Alberta, British Columbia, Idaho, Montana, Oregon, Utah and Washington) has been doing VERY well over the past several years in terms of growth! From the table below, you can see that growth has been steady. Thanks to Kari, we now can track this a bit better over time as she has provided me some historical documentation.

In 6 years of data we have increased membership by **199 new members**; a large percentage of growth seems to be coming in from student affiliate memberships. One disturbing trend seems to be a decline in the number of institutional memberships, down by 3 institutions.

YEAR	MEMBERSHIP NUMBER	# Change
2003	452	-
2004	525	+73
2005	543	+18
2006	592	+49
2007	633	+41
2008	651	+18

CATEGORY	June 2008	Fall 2007	June 2006	June 2005	June 2004	June 2003
ASSOCIATE	35	36	31	28	36	39
EMERITUS	3	4	3	3	3	3
FACULTY	18	18	18	9	8	6
PROFESSIONAL	388	384	356	340	335	286
STUDENT	126	105	108	88	70	49
SUBNONPROFIT	1	1	0	1	1	1
VOTING DELEGATE	72	74	68	74	72	67
INSTITUTIONAL	71	74	74	75	73	67
TOTAL	651	633	592	543	525	452

STATE/ PROVINCE	Current Count June 2008	June 2006 COUNT	# CHANGE
Alberta	11	8	+3
British Columbia	18	25	-7
Alaska	20	11	+9
Idaho	40	34	+6
Montana	26	23	+3
Nevada	53	63	-10
Oregon	138	130	+8
Utah	91	74	+17
Washington	253	222	+31

At the Boston 2008 NASPA conference I shared that I would like to increase our Region V membership by 100 new members, as the National Conference will be held in our region in 2009.

I have been sharing information with membership chairs about how to track their own state membership through the NASPA website.

I am interested in the National efforts to articulate the benefits of being a NASPA member so that we can use this in recruiting new members into our region.



Region V Vice President Report
Art Costantino
June 2008

The following is a summary of work done in Region V in support of NASPA goals:

Goal A: To provide professional development to our members for dissemination of high quality information and exemplarily models of practice.

1. On May 12, 2008, NASPA helped sponsor a workshop on Campus Violence. The workshop was titled “Responding to Student Threats of Violence”. The workshop was facilitated by Dewey Cornell from the University of Virginia and was attended by approximately 65 staff members from Region V.
2. On May 20, 2008, Region V sponsored a workshop entitled “Building a Culture of Assessment in Student Affairs”. Rebecca Sanderson, Director of Student Affairs Research and Evaluation, Oregon State University, facilitated the workshop. Remote site participants from Idaho State University, the College of Southern Nevada and Central Washington University joined in the discussion via teleconference technology.
3. The NASPA National Conference will be held this coming spring in Seattle, Washington. Many NASPA members from our Region are helping in the planning and implementation of what looks to be a great gathering.

Goal B: To provide leadership on higher education through policy development and advocacy for students on important national issues.

1. Region V continues to generate outstanding leaders who contribute to NASPA at the Regional and National level.
 - A. Mike Segawa, University of Puget Sound, was elected President Elect of NASPA.
 - B. Kari Ellingson, University of Utah, was elected Vice President Elect of Region V.
 - C. Anna Carey, Western Washington University, was elected co-chair elect of Parent and Family Relations KC.
 - D. Jan Winniford, Weber State University, is the 2009 NASPA Conference Chair.
 - E. Kaela Parks, University of Alaska, Anchorage, was elected chair-elect of the Disability Concerns KC.

- F. Heidi Stanton, Washington State University, began her term as co-chair of GLBT KC.
- G. Diana Waryas, College of Southern Nevada, was elected co-chair elect of the Student Affairs Assessment, Research and Evaluation KC.

2. Art Costantino, Region V Vice President, continues to serve on the James E. Scott Academy. He has been working with a subcommittee to develop a new brand, mission statement and purpose statement for the James E. Scott Academy.

Goal C: To promote pluralism, diversity, and internationalism in NASPA and the profession.

1. Region V awarded two recent WISA research grants. Kristen Jones, Doctorial Candidate, Oregon State University and Dean of Academic Development and Library Services at Linn-Benton Community College, was awarded a grant on the topic of Spiritual Leadership; Voices of Women Community College Presidents. Sharon Akin-Wisnoski, Doctorial Candidate, University of Utah and Associate Dean for Undergraduate Studies and University College Advising at the University of Utah, was awarded a grant. Her topic is Deciding to Apply to Medical School; A Theory Centered on the Female Experience. Pat Fabiano, Regional WISA KC Chair, oversaw the awards process.

2. Our Regional Newsletter regularly highlights diversity related issues. Five brief articles on diversity related topics have been published since February.

3. Region V is well represented by a number of institutions hosting a NUF Fellow. Interns will serve at Oregon State University, Seattle University, Southern Oregon State University and the University of Puget Sound.

Goal D: To provide leadership, promoting, assessing and supporting student learning and successful educational outcomes.

As previously mentioned, the Region sponsored a workshop entitled “Building a Culture of Assessment in Student Affairs” on May 20.

Goal E: To maintain and evaluate and develop a high quality association infrastructure to meet current needs and anticipate future trends.

- 1. The Region V Advisory Board meeting is scheduled for June 27 & 28, in Portland, Oregon. As recently as two weeks ago, we had a full membership on the board. Recent vacancies have occurred in our KC Coordinator position and our Student Affairs Assessment Research and Evaluation KC.
- 2. Our regional membership continues to grow. Currently, we have 651 members and anticipate an increase in membership, given that the National Conference will be held in Seattle this coming spring.

3. Our Region V website has been greatly improved as a result of the work of Wendy Endress. The content has been updated and new pages incorporated to provide meeting minutes, member institutions, conference history and a list of past presidents.
4. Our newsletter is now being published on a monthly basis using a new one-page format. The newsletters have been well received and are the result of the work of Wendy Endress, our newsletter editor.
5. We are attempting to create a history of Region V and the decisions made by the Region V Advisory Board.
6. The Region V budget remains healthy with a cash balance of \$64,143 as of May 31.