

NASPA IV-West Advisory Board Meeting
November 4-5, 1999
Embassy Suites – Council Bluffs Room - Omaha, Nebraska
Thursday, November 4, 1:00 – 5:00 p.m.

Friday, November 5, 9:00 a.m. – 12:00 noon (Meeting cancelled; Agenda combined with Thursday Agenda)

Board members present: Barker, Bies, Bowers, Coon, Covington, Dannells, Donovan, Doyle, Eversole, Flaherty, Golden, Grassmeyer, Hall-Petersen, Haseley, Heath, Long, Mathew, Mullens, Payne, Reesor, Reichert, Ryan, Schlake, Schneikart-Luebbe, Shutic, Stoner. Guest: John Sandlin, Assistant to RVP.

Update on Region IV- West Vice President: Following the New Orleans conference (Spring 1999), Karl Beeler resigned as Region IV-West VP because he resigned as Associate Vice Chancellor for Student Affairs at University of St. Louis, Missouri. Following the NASPA by-laws, Barbara Snyder, Vice President for Student Affairs at University of Nebraska, Kearney became the Region IV-West VP. In May, she accepted the Vice President's position at the University of Utah; Lori Reesor, Vice President-elect of Region IV-West accepted the appointment of Region IV-West VP. Her term will end Spring 2002.

SUMMARY OF ACTION ITEMS

1. General Expectations of Board Members (Page 2, 2c & 2d)
 - **Action Item:** If you are new to the Board, you should request notebooks and/or related materials from the previous Board member.
 - **Action Item:** Retiring Board members will “retire” following the Business meeting in Indianapolis. They need to turn over notebooks and related materials to the new Board members. New Board members will be announced prior to the Indianapolis Board meeting.
 - **Action Item:** For transition purposes, the new Board members will be invited to attend the Indianapolis Advisory Board meeting.

2. 2000 Region IV-West conference, Jackson Hole, Wyoming, Snow Creek Ranch. (Page 3, 6a)
 - **“Hold” for your calendars.** The 2000 conference will be **either**
November 3 (Friday) – 5 (Sunday), Advisory Board will meet November 2 (Thursday)
OR
November 2 (Thursday) – 4 (Saturday), Advisory Board will meet November 1 (Wednesday)
 - **Action Item:** Kim Grassmeyer, 2000 conference chair will consult with the hotel to see if there is flexibility to move the conference to a Friday through Saturday format.

3. Summer planning meeting for Advisory Board members. **“Hold” for your calendars.** The summer planning meeting will be **either** June 3 & 4 OR June 10 & 11 in Kansas City. (Page 4, 3)

4. Task Force established to review awards process for Region IV-West. **Action Item:** Lisa Heath will chair a task force made up of Deb Lewis, Chris Payne, Ann Eversole, & Phil Covington; the task force will review the regional awards process and to address the issues outlined section 4.b. below. They will report back to the Advisory Board meeting in Indianapolis. (Page 5, 4b)

5. Exemplary Programs – National program to recognize “Exemplary Programs. **Action Item:** The task force identified to review the regional awards in 4 above will add to their agenda the concern of how this program coincides with our regional Innovative Program Award. (Page 5, 4c)

6. Graduate student representation on the Board. **Action Item:** Mike Dannells and Phil Covington will form a task force to explore this recommendation; they will bring a proposal/recommendation to the Board in Indianapolis. If recommended, someone would be appointed by the summer planning meeting. (Page 5, 5a)

SUMMARY OF ACTION ITEMS (Con't)

7. Recruitment of professional faculty members to NASPA. **Action Item:** Chris Payne and Mike Dannells will pursue this topic and will make a recommendation to the Board. (Page 5, 5b)
8. **Summer Board meeting agenda Item.** How to get individual members connected/involve with NASPA. (Page 5, 6e)
9. **Summer Board meeting agenda Item.** Use of regional funds for state activities. (Page 5, 7)
10. Regional Newsletter. **Action Item:** Members of the Board are responsible to submitting items to the newsletter. Next deadline is November 29. (Page 6, 8)

WANT TO GET INVOLVED IN NASPA?

(Editor's Note: This section will be submitted to the Regional Newsletter)

- Anyone interested in working on the 2000 Region IV-West conference in Jackson Hole, Wyoming should contact Kim Grassmeyer (kgrassme@ukans.edu).
- Bring a 2001 Region IV-West conference site proposal to Indianapolis. A site will be selected at the Board meeting and a conference chair and other conference planning committee members will be appointed. Contact Lori Reesor, Region IV-West VP, if interested (lori_reesor@sa.gw.twsu.edu).
- 2000 National NASPA at Indianapolis is soliciting "volunteers" to work at the conference. Larry Dietz, Vice Chancellor for Student Affairs, University of Missouri, Kansas City, is the conference chair. (dietz@smtgate.umkc.edu)
- 2001 National NASPA at Seattle will be making conference planning committee appointments. Mike Segawa, Director of Student Housing, Evergreen State University, Olympia, Washington is the conference chair. (segawam@elwha.evergreen.edu)
- Region IV-West needs to establish a committee to evaluate the Region IV-W nominations for the national Exemplary Awards program. Jody Donovan, who will be chairing this committee, needs committee volunteers to review the regional nominations and select the "winner" for national recognition. (jdonovan@lamar.colostate.edu)
- Present a program proposal for regional and/or national conference. Watch for the Call for Programs announcement.
- The following board positions are currently open: Arkansas State Coordinator; Missouri State Coordinator; Nebraska State Coordinator; Colorado State Coordinator; New Professionals and Graduate Students Network Chair, Adult Learner/Commuter Network Chair and Regional Network Coordinator. Contact Lori Reesor, Regional Vice President, (e-mail: lori_reesor@sa.gw.twsu.edu), if you are interested or want to nominate someone for a position.
- The following board positions will be open spring 2000: Educational Equity and Ethnic Diversity Network Chair; Gay, Lesbian, Bisexual and Transgendered Network Chair; and Regional Membership Coordinator. Contact Lori Reesor, Regional Vice President, (e-mail: lori_reesor@sa.gw.twsu.edu), if you are interested or want to nominate someone for a position.

Thursday's Meeting (1:00-4:00 p.m. in the Council Bluffs Room)

1. Introductions. Jody Donovan led the group in team building exercises to get acquainted.
2. General Expectations.
 - a. Need for Board Manuals? This topic was not discussed.
 - b. "Expectations for Advisory Board Members" – a handout was distributed.
 - c. **Action Item:** If you are new to the Board, you should request notebooks and/or related materials from the previous Board member.

- d. Retiring Board members will remain active through the Indianapolis Board meeting. The terms of new Board members will not begin until after the Business meeting in Indianapolis. **Action Item:** Turn over notebooks and related materials to the new Board members. New Board members will be announced prior to the Indianapolis Board and they will be invited to attend the Indianapolis Advisory Board meeting.
3. Review of Responsibilities by Area – These topics were postponed to Friday morning to be done as needed by designated Board members.
- Membership/State Coordinators
 - Career Development and Professional Standards
 - Other
4. Review of Conference Format & Board participation:
- a. Visit exhibits (introduce yourself and thank them). Exhibitors for this conference included Macori, Inc., Rust & Associates, Sleeping Giant, Student Assurance Services, Inc., and USA Today. Sponsors at this conference included Aramark, Chartwells, Omaha Convention Bureau, and Sodexo-Marriott.
 - b. The Dessert Reception will be held Friday evening (8:30 p.m.) at the Heritage Museum; it will be sponsored by Sudexo-Marriott. The Rising Star Awards and 3 Pillars of the Profession will be announced.
 - c. The Leadership Dinner will be held Thursday evening at LaStrada, an Italian restaurant.
 - d. The Business Meeting will be held on Saturday following lunch. Note: it has been separated from lunch. Lori welcomes participation and comments about structure.
 - e. The Advisory Board members will be identified with a ribbon on their badge. Newcomers will also be identified.
 - f. Network meetings were built into the conference schedule on Saturday afternoon – see page 10 in the conference book.
 - g. Senior Student Affairs Officers will have breakfast Saturday morning.
 - h. 162 individuals have pre-registered for the conference; 170 – 175 are expected with walk-ons.
 - i. Conference budget is in good shape. A \$2000 profit balance is projected.

Friday's Agenda (9:00 a.m.-noon in the Council Bluffs Room)

Note: The Advisory Board did not meet as a group on Friday morning. The agenda was completed on Thursday afternoon, except as noted above. Friday morning was used by Lori and Chris to meet with network chairs and state membership coordinators as determined was necessary.

5. Updates from National Board of Directors Meeting. Lori met with the National Board during the summer; she will meet with them again in December. Updates included:
- The national is considering the addition of two new networks – Leadership Development & Spirituality. What are your thoughts? Pass your ideas on to Lori. It was suggested that “spirituality” be broadened to “wellness”. Do you know anyone with interest and/or expertise in either of these areas that might be interested in giving direction to either of these two topics?
 - Monographs – NASPA is still doing monographs; however, there is not a Monograph Board as in the past. Individuals who are interested in doing a monograph can approach the Board and recommend/volunteer that a monograph be done on a certain topic.
 - A proposal has been presented to the Board that the Minority Undergraduate Fellowship Program (MUFP) be expanded to include undergraduate students with disabilities. The Board tabled the proposal. What are your thoughts about this proposal? What is AHEAD doing?
 - The National Board is giving thought to establishing a new committee to explore the topic “Gambling and the College Students.” Any thoughts?
6. Conferences.

- a. 2000 Site – Jackson Hole, Wyoming. Kim Grassmeyer, University of Kansas, will be conference chair. Kim and Lori made a site visit late summer and Snow King Ranch will be the conference site. A pre-conference report was submitted by Kim and is attached to these minutes. Room rates will be \$80/night/room. The dates are yet to be confirmed. Board members again raised concern about a Friday through Sunday conference. Kim was directed to explore the possibility of a Thursday through Saturday conference, particularly for this conference which is in the Mountain time zone which would make a Sunday afternoon/evening return even later if the conference ended on Sunday. Concern was again raised regarding the annual scheduling overlap of NASPA Region IV-West and UMR-ACUHO.

“Hold” for your calendars. The 2000 conference will be **either**

November 3 (Friday) – 5 (Sunday), Advisory Board will meet November 2 (Thursday)

OR

November 2 (Thursday) – 4 (Saturday), Advisory Board will meet November 1 (Wednesday)

Action Item: Kim Grassmeyer, 2000 conference chair will consult with the hotel to see if there is flexibility to move the conference to a Friday through Saturday format.

Want to get involved in NASPA? Anyone interested in working on the 2000 conference should contact Kim Grassmeyer (e-mail: kgrassme@ukans.edu).

- b. 2001 Site Options – It is time to think about a site location for the 2001 Region IV-West. Possible locations include Oklahoma City, St. Louis, or Kansas City. A summary of NASPA National & Region IV-West site locations (1987 – 2004) was distributed in the pre-conference board packet.

Want to get involved in NASPA?

- Bring a conference site proposal to Indianapolis. A site will be selected at the Board meeting and a conference chair and other conference planning committee members will be appointed. Call Lori, if interested.
 - 2000 National NASPA at Indianapolis is soliciting “volunteers” to work at the conference. Larry Dietz, Vice Chancellor for Student Affairs, University of Missouri, Kansas City, is the conference chair. (Larry’s e-mail: dietz@smtpgate.umkc.edu)
 - 2001 National NASPA at Seattle will be making conference planning committee appointments “soon.” Mike Segawa, Director of Student Housing, Evergreen State University, Olympia, Washington is the conference chair. (Mike’s e-mail: segawam@elwha.evergreen.edu)
- c. New Professionals Institute Report. The final report was distributed at the meeting and is filed with these minutes. Jody Donovan reported on the very successful conference. She reported that NPI was able to return \$800 seed money plus \$2153 to the Regional budget. Good job, NPI planning committee!
- d. Mid-Level Institute 2000 and frequency. In the absence of Lois Flagstad, Jody Donovan conducted the discussion regarding the 2000 MLI. Because of a professional opportunity, Lois will be unable to chair the 2000 MLI. Two major issues evolved: 1) Should the MLI be held every two years? Is this too often considering the stability of the ML staff? General consensus of the group was that it is a good program and that continuity will insure its stability. It could be promoted as a “repeatable” experience, not just a “one time” experience, in order to increase the pool of applicants. 2) Will there be a 2000 MLI? The dates are set for May 23 – 28 and the University of Northern Colorado has agreed to host the event. Consensus was that if 2000 MLI is to happen, a chair, planning committee, and faculty will need to be identified during this conference. The jury is still out on this topic.
- e. 2000 National Conference in Indy – May 19 through 21. The Regional Advisory Board will meet Sunday, May 19, 1:00 – 4:00 p.m. It was decided that the Region would not provide lunch; however, the Board members who are interested will meet for lunch prior to the Board meeting. A time and place will be announced later.

- f. SSAO conference – When are we scheduled to do the next one? Summer 2000. A planning committee needs to be formed. Pat Long will discuss with the SSAO's at the Saturday breakfast. More information will be forthcoming. At the Business meeting, it was announced that Pat Long, Herb Songer and Dorothy Knoll will coordinate and plan the SSAO for the summer of 2000.
3. Summer Planning Meeting for Regional Advisory Board. **“Hold” for your calendars.** The summer planning meeting will be either June 1 & 2 OR June 8 & 9, Thursday & Friday. It will be held in Kansas City.
 4. Regional Awards. Lisa Heath, Regional Awards Coordinator, reported on the following:
 - a. Vote on Scott Goodnight Award. By an e-mail vote prior to the conference, the Advisory Board approved James Hurst, Vice President for Student Affairs at the University of Wyoming, to receive the regional James J. Rhatigan Outstanding Dean Award and will be the regional nominee for the National Scott Goodnight award.
 - b. Lisa discussed three issues concerning the Regional Awards program. 1) The deadline for Rising Star awards seem to come “too early” in the fall semester to effectively evaluate and recommend most candidates who are eligible for these awards. 2) The Pillars of the Profession program is complicating the regional awards process. Although not a part of the official regional awards process, it has been included during the past two years for recognizing pillars. Where & when should they be recognized? 3) Where, when and how should retirees be recognized?
Action Item: Lisa Heath will chair a task force made up of Deb Lewis, Chris Payne, Ann Eversole, & Phil Covington to review the regional process and to address the issues outlined above. They will report back to the Advisory Board meeting in Indianapolis.
 - c. Exemplary Programs. Jody Donovan discussed the national “Exemplary Programs” program. There seems to be some confusion regarding procedures for nomination. Also, how does this fit into our regional “Innovative Program Award.”? Call for 2000 Exemplary Programs are due December 1, 1999. This is a national program but regionally based for selection. Regions and/or individuals can make nominations to the national office. The purpose of this program is to recognize quality student affairs programs and to share these model programs with other institutions. Details regarding the nomination process for this program can be found on page 24 of the blue sections of the NASPA membership directory. **Want to get involved in NASPA?** Region IV-West needs to establish a committee to evaluate the Region IV-W nominations. Jody, who will be chairing this committee, needs committee volunteers to review the regional nominations and select the “winner.” **Action Item:** The task force identified to review the regional awards in 4b above will add to their agenda this concern of how this program coincides with out regional award program such as the Innovative Program Award.
 5. Ways to increase recruitment and retention of graduate students and faculty members. Lori led this discussion. The regional membership goal for this year is to recruit and retain graduate students and faculty members. The following topics were discussed:
 - a. Should a graduate student be appointed to the Advisory Board? Should it be a Masters level or Doctoral student?
Action Item: Mike Dannells and Phil Covington will form a task force to explore to this recommendation and they will bring a proposal/recommendation to the Board in Indianapolis. If recommended, someone would be appointed before the summer planning meeting.
 - b. Recruitment of professional faculty members to NASPA. It was recommended that a complimentary regional conference registration be given to one faculty member at each school having a professional program. Much discussion followed along with other options. **Action Item:** Chris Payne and Mike Dannells will pursue this topic and will make a recommendation to the Board. Questions/suggestions presented to the Board for consideration: Should we model the national program? What is the national program? Should state coordinators be involved in the implementation of this program. Should faculty members be given the graduate student rate for conference registration? Or give full registration to 10 faculty members?
 6. Responding to new volunteers – see e-mail included in pre-conference board packet. Discussion followed:
 - a. Networks struggle to respond to interests of the regional membership.

- b. Who should take the initiative to get involved? The one wanting to get involved or the Network Chair? Dual responsibility?
 - c. Opportunities for involvement can be posted at conferences, in the Regional Newsletter, on the Region IV-West Web page.
 - d. Encourage individuals wanting to get involved to do a program at the regional conference and at the national conference.
 - e. **Summer board meeting agenda Item:** How to get individual members connected/involve with NASPA.
7. Budget Review. Lori presented the 99-00 budget to the Board; it is included in the pre-board packet of materials. Question raised: Should regional funds be used to support state conference activities through state organizations? Conclusion: Even though it is not obvious in the budget report, Board members (State coordinators, Network chairs, etc.) have the opportunity to bring budget proposals to the Board. Proposals need to be presented at meetings in order for appropriate discussions to be held and a recommendation be made. Programming ideas should not be limited; contributions from regional budget should be for very visible NASPA projects. Should be directed to recruitment and retention activities. This topic will be discussed further at the summer planning meeting. **Summer agenda item:** Use of regional funds for state activities.
8. Regional Newsletter. **Action Item:** Members of the Board are responsible to submitting items to the newsletter. Next deadline is November 29. Send items to Mark Lucas. Mark and Becky were commended for the fine job that they are doing with the newsletter.
9. Open Advisory Board positions. **Want to get involved with NASPA?** The following board positions are currently open: Arkansas State Coordinator; Missouri State Coordinator; Nebraska State Coordinator; Colorado State Coordinator; New Professionals & Graduate Students Network Chair and Regional Network Coordinator. Contact Lori Reesor, Regional Vice President, (e-mail: lori_reesor@sa.gw.twsu.edu), if you are interested or want to nominate someone for a position.

The meeting adjourned.

Ruth Stoner, Region IV-West Historian, prepared these minutes. A copy of these minutes and all handouts distributed either before or during the meeting are filed in the Historian's file. Corrections, deletions and additions to these minutes should be sent to her at:

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