

**NASPA IV-West Advisory Board Meeting
October 31, 2001 - 1:00 p.m.
Green Country Room, Oklahoma City Westin
Oklahoma City, Oklahoma**

AGENDA & NOTES

Attending: Alvarez, Arnett, Barker, Christensen, Covington, Doyle, Eversole, Erwin, Flaherty, Hasley, Long, Mathew, Moore, Mullens, Olson, Patterson, Pena, Perez, Reesor, Reichert, Rossi, Ryan, Sandlin, Schneikart-Luebbe, Songer, Stoner, Strom, Toston and Young. Guest: Gwen Dungy, National Office.

HAPPY HALLOWEEN!!

1. Introductions
2. Review of Conference (Rich Rossi)
 - a. **Conference Sponsors/Vendors** were coordinated very successfully by Renee Arnett, Regional Development Coordinator. An Advisory Board member volunteered to serve as a host contact for each sponsor/vendor/exhibitor attending the conference. Original “dream” goal for sponsors for this conference was \$10,000. Actual support = \$11,000+. **GOOD JOB, RENEE!!!!!!!**
Renee’s quote for this process: “They won’t remember what you say; they won’t remember what you do; but they will remember how you made them feel.” Plaques will be distributed to top two levels of sponsors.
 - b. **Vendor programs - NEW FOR THIS CONFERENCE:** Two of the vendors will be presenting conference programs Friday afternoon, presenting topic information and not product promotion. Advisory Board members were asked to attend one of these two sessions in order to evaluate the concept for future programming.
 - c. The goal for **attendance** at the conference was 170 participants. At the time of the Board meeting, 194 had registered and they were projecting 220 as a result of walk-ins. (Post conference figures = 236 attendees.)
 - d. **Conference Budget** – Projected balance will be \$8 – 10,000. **GOOD JOB, RICH AND CONFERENCE PLANNING COMMITTEE!!!!!!!!!!!!!!**
 - e. **Pre-conferences** – see conference program.
 - f. **Joint conference** with Oklahoma College Personnel Association
 - g. **Focus group** with Gwen Dungy on NASPA issues – Friday, November 2, 1:00 pm.
 - h. **Memorial visitation**, included in the conference package – Thursday afternoon following the first keynote speaker.
 - i. **Dessert Reception** to recognize the **Rising Star Awardees** will be held in the Convention Center Thursday evening following the **Conference Dinner**.
 - j. **Leadership Dinner** – 6:30 cocktails; 7:00 dinner; Petroleum Club, 100 North Broadway.
 - k. **Business Meeting** – Friday at 4:40 p.m.
 - l. Other – none.
 - m. **Handouts** distributed at program sessions will be available on the conference website, following the conference.
3. Discussion on report from **NASPA Think Tank** – “Today’s Charge for Tomorrow’s Student Affairs”, a summarized statement resulting from the 2001 Think Tank sponsored by Chartwell’s and TIAA-Cref. Refer to handout distributed with pre-conference board materials. Additional information will appear in the “The Forum” and further discussion will be held at the national conference in March in Boston.

4. Program Updates
 - a. New Professionals Institute 2001 (Susan Ratz). Report attached. Event was postponed due to low number of enrollment. It was a decision of the Board not to reschedule for 2002 and the next NPI will be in 2003, staying on cycle and not competing for institutional dollars for the MLI. Pat and Diana will have further discussion with the SSAO's regarding value of the institute(s) and their interest in committing to sponsoring at least one participant to each institute on an annual basis.
 - b. **Career Fair** in October 18 or 25, 2002 or October 17 or 24, 2003? Rosa Cintron and Dick Palm will be coordinating the next career fair for undergraduate students wanting to explore graduate programs/internships in student affairs. The board was supportive of holding the next one in fall of 2002 and encouraged Dick, Rosa & Ann Eversole (2002 Regional Conference Chair) to explore the possibility of dove tailing this event with the Regional Conference. A planning committee will be developed to assist Rosa & Dick.
 - c. **2002 Regional Conference** update: Ann Eversole will be the conference chair and the conference will be held in Kansas City on November 14, 15 & 16. The conference planning committee is being formed.
 - d. **2002 National Conference in Boston**, March 2 – 6. The Region IV-West Region suite will be in the Sheraton Hotel.
 - Advisory Board Meeting will be Sunday, March 3rd from 1:00 - 3:30 p.m.
 - Business Meeting will be Monday, March 4th from 5:00 – 6:00 pm.
 - Regional Reception will be Monday, March 4th, 9:00 – 11:00 pm and will be moved back to the regional suites, rather than centralizing in one location like last year.
 - e. **Mid-Level Institute 2002**. Tammy Gocial is the Institute Chair and the Institute will be held June 22 – 26. They are planning for 40 participants. A written report was submitted.
5. **Membership** – Christine Schneikart-Luebbe gave an oral report to the board to supplement the materials submitted prior to the conference.
 - a. On line membership reports – electronic reports, including labels - are available.
 - b. Membership information in the newsletter was discussed. The board recommended that the current listing be discontinued and that Christine & the state coordinators explore new ideas for newsletter coverage.
 - c. Ideas on how to keep e-mail addresses current on the membership roster were discussed. Out-dated e-mail addresses are a problem! The printed membership directory will no longer be printed and distributed on an annual basis.
6. Updates from National – Gwen Dungy.
 - Impact of September 11 tragedy on NASPA programs, membership, finances, etc.
 - The New Normalcy – Leading in a Time of Crisis. January workshop – see website.
 - Knowledge Communities – discussion/chat departments are now on the web.
 - NASPA Journal – What is the future of the Journal? Larry Roper is heading up a group to evaluate the usefulness of that document.
 - Reviews and evaluation of “Net Results” have been positive.
7. Miscellaneous
 - a. **Board vacancies** are outlined in the Business meeting agenda. Current Board members will serve through the Boston conference. The transition for Board members will take place at the Region IV-West business meeting in Boston. Diana Doyle will be making the appointments.
 - b. **Newsletter Deadline**. Copy due to Mark Lucas by Friday, November 21st. Becky Barker will assume responsibilities for the Newsletter beginning with the spring issue.
 - c. **Budget Review** – see report in the packet.

- d. Use of Display Board – Region IV-West has a display board available for use by individual and groups in order to promote NASPA, national & regional, at state, regional & national events. Contact John Sandlin for use.
- e. Frequency of NASPA e-mails nationally and regionally – any comments, reactions???
- f. Ann Flaherty, Graduate & Professional Student Services Knowledge Community Chair, distributed a written proposal to request funding (\$200 for a speaker and advertising expenses) from the Region for a GAPSS pre-conference at the Boston conference. A motion was made and seconded and approved unanimously by the Board to approve this request. A copy of this proposal is filed with the minutes of this meeting.
- g. Summer Planning Meeting for the Advisory Board will be held early June or late May, per Diana Doyle. More information about this summer planning meeting will be presented at the Boston Board meeting.

8. Discussion Groups by Areas

- Knowledge Communities
- Membership/State Coordinators
- Other

9. Other updates, questions, comments, concerns.

The meeting adjourned.

“Drop the question what tomorrow may bring, and count as profit every day that fate allows you.” -- Horace

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

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