

**NASPA IV-W ADVISORY BOARD MEETING**  
**SUNDAY, MARCH 23, 2003, 1:00-3:30pm**  
**Landmark 1, Renaissance Grand Hotel, St. Louis, MO**

**AGENDA & NOTES**

Those attending: Alvarez, Armbruster, Arnett, Biller, Covington, Doyle, Eversole, Gonzales, Griffin, Mathew, Mallory, McElroy, Oster-Aaland, Pena, Perez, Reesor, Reichert, Songer, Stoner. Guest: Marysz Rames, for Pat Mahon

1. Welcome and Introductions
2. St. Louis Conference Review – Board participation/responsibilities
  - a. Reception, following Keynote Speaker, Sunday, March 23, 2003, Renaissance Grand Hotel.
  - b. Regional Business Meeting – Monday, March 24th, 5-6:00 PM, Renaissance Grand, Landmark 8.
  - c. IV-W Reception – Monday, March 24th, 9-11 PM, Renaissance Grand
  - d. NASPA Business Meeting – Tuesday, March 25th, 4:30-5:30 PM, America's Center 274.
3. Regional Conference/Institute Updates
  - a. 2002 Regional Conference report – Ann Eversole. Ann presented a check for \$11,492 to Diana for the 2002 Regional conference balance. The conference committee & attendees will be recognized at the Regional Business meeting.
  - b. 2003 Regional Conference – November 6-8, Santa Fe, NM (Kim Reichert).
    - Going to the LaFonda Hotel. A site visit was made last week. The conference rate (\$129/night, double or single) will be honored 3 days before and 3 days after the conference. The deadline for hotel registration is October 6, 2003. Hotel registration forms were distributed.
    - The conference at a glance schedule and planning committee roster were distributed.
    - The NPI will be held prior to the regional conference – details and schedule are forthcoming from Megan Armbruster, NPI chair.
    - The SSAO's will hold a half-day retreat prior to the regional conference.
    - The New Mexico Personnel Association will join in the regional conference as well.
    - **Mark your calendars.** The 4-West Board will meet Wednesday afternoon November 5 and Thursday morning, November 6.
    - An e-mail will be sent to the membership, encouraging them to register early and to take advantage of good fares, etc.
  - c. New Professionals Institute – November 5-6, Santa Fe, NM - Megan Armbruster
    - The 2001 Faculty has agreed to participate in the 2003 Institute.
    - Would like to appoint a co-chair who is an alum of NPI – send nominations to Megan.
    - Megan will explore the option of providing scholarships for participation and will develop a proposal to present to the board for approval.
    - Megan will coordinate logistics of NPI with Kim Reichert
    - Needs to be promoted with the SSAO's. Diana has sent an e-mail to all voting delegates requesting funding support for participants.
  - d. SSAO mini-retreat – November 6, 8 am-noon, Santa Fe, NM - Gary Biller
    - This mini-retreat will take the place of the summer retreat.
    - Survey said the SSAO's want information and food.
    - No formal structure has been established – Agenda will include introductions, explore some agenda items in depth. It was suggested that topics be solicited and that priority of topics be established prior to the retreat.
    - A joint dinner with NPI on Wednesday night will be explored.
    - It was suggested some of the SSAO's report back to the conference attendees a summary of the topics discussed – possibly as a program slot.
  - e. 2004 National NASPA – March 27 – 31, Adam's Mark, Denver, Colorado.

4. Update – NASPA Board of Directors Meeting
  - Conference registrants = +3100. 200 less than Boston.
  - 660 candidates registered with Career Services; 400+ positions listed.
  - National office will be surveying institutions for travel. What level of authority approves staff travel? What percentage of travel is institutionally funded? personally funded? The Board is trying to keep registration low.
  - The National Board is making a commitment to doing a better job of honoring the retirees at the national level.
  - Blue Ribbon Committee. Information regarding the future consolidation (not merger) of NASPA and ACPA was distributed pre-conference. Conference session 223 – the Blue Ribbon committee will be giving their preliminary report. All are encouraged to attend. Their emphasis will focus on principles – not on details/processes. Margaret Tosten, Maryville University (Missouri) is the representative from 4-W to the Blue Ribbon Committee.
  - Gwen Dungy will take a 10-week sabbatical, beginning in April.
  - Knowledge Communities update: Two new Knowledge Communities: Spirituality in the Community and Student Affairs & Academic Affairs Consortium Knowledge Community; the Enrollment Management Knowledge Community has been eliminated; Name change: Graduate & Professional Student Services is now Administrators in Graduate and Professional Students Affairs.
  - GLBT Knowledge Community presented a proposal to the National Board to join with MUFP. This proposal will be discussed at the Summer Board meeting and after the MUFP Advisory Board has had a chance to review the proposal and make a recommendation to the National Board.
  - 10 more institutions need to be identified to sponsor summer interns for MUFP.
  - A retreat for new SSAO's will be held in Washington DC this summer.
  - The National office will be developing a “magazine” for new SSAO's; it will be available on line to all members one month later.
5. Membership Chair Update. Pat Mahon, South Dakota School of Mines & Technology, will be the new membership coordinator.
6. Awards Nomination Process – Prakash Mathew. Nomination forms will be distributed through the next newsletter. Nomination deadline is May 30. Prakash has challenged the Board and the membership to meet a goal of at least one nomination from each state for all categories. There is a new category: President's award - nominate a president of an institution. The Regional award winner will automatically be moved forward for consideration at the national level.
7. Development Coordinator Update – Renee Arnett. Update was distributed in preparation for the 2003.
8. Future Conference Sites – Lori Reesor.
  - Fargo, North Dakota was nominated for 2004 – motion made and approved. Diana & Prakash will decide dates and location based upon additional information that is forthcoming. Prakash will explore the possibility of doing a joint conference with Region IV-East. {Update: The 2004 conference will be held at the Ramada Plaza Suites Hotel and Conference Center on October 21 – 23, 2004. Ron Kopita (Wichita State University) has accepted the responsibility of Conference Chair.}
  - 2005: Back to Kansas City. The Hyatt & the Overland Park Convention Center options will be explored. See Lori's board report.
  - 2006: Little Rock will be considered. See Lori's board report.
  - Kansas City & Denver will be considered as the anchor sites every 3 years.
9. Job Description for Past RVP – Lori Reesor. Ok as submitted.

10. IV-W Board Challenge: Involving new members in regional activities/leadership. Per Diana. See 12C below. Diana will be attempting to fill the remaining Board vacancies and other leadership positions with individuals who are not currently on the Board. Seeking new blood and giving experience to others. Positions filled 2003-06:
- Faculty Liaison – Myron Pope, University of Oklahoma
  - International Student Concerns Knowledge Community– Jacqueline Sene, Colorado State University.
  - Student Affairs Professionals Working In/With Academic Affairs (SAPAA) – Carrie Venable, St. Louis University
  - Latino/Latina Knowledge Community Chair – Rosa Cervantes, University of New Mexico
  - Membership Coordinator – Pat Mahon, South Dakota School of Mines & Technology
11. Summer Planning Meeting – **Mark your calendar - - - - May 30 & 31.** (Update – June 13 & 14 is also being explored as a possibility. Diana will inform us at a later time the dates.) Logistics will be determined and Diana will keep us posted. Conference call vs. a site event was discussed. The conclusion was that a face to face interactive meeting is the best option to accomplish goals and objectives of the planning meeting – especially for introduction of new board members to the agenda and other board members. It was suggested that regional monies be used to support the planning meeting as well as assist board members, especially the new ones, with costs of travel if necessary for participation. (This concept was later presented at the Business meeting and the membership supported the use of Regional funds for this purpose, as well as for Institutes. Per Diana: “Do not let budget determine your participation. The 4-W membership at the business meeting in St. Louis supported the idea of some regional ‘financial assistance’ to ensure good attendance at this important leadership development meeting.)
12. Advisement’s
- a. Budget Review (see email/handout)
  - b. Newsletter deadline – copy due March 28th
  - c. Board Vacancies: Student Affairs Professionals Working In/With Academic Affairs (SAPAA), Missouri Membership Coordinator, Arkansas Membership Coordinator, South Dakota Membership Coordinator, disAbility Concerns KC Chair, Spirituality KC; Graduate Student Board Representative, DisAbilities KC Chair, GLBT KC Chair, and Educational Equity & Ethnic Diversity KC Chair.
13. Additional/Other Items. None.
14. The meeting was adjourned at 3:30 PM

Ruth Stoner, Region IV-West Historian, prepared these minutes. A copy of these minutes and all handouts distributed before the meeting and 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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