

**NASPA Region IV West Board Planning Meeting
June 2 & 3, 2005
Kansas City Marriott Country Club Plaza
Kansas City, MO
Agenda & Minutes**

Those attending: Aschenbrener, Bagunu, Bartow, Caires, Donovan, Eckstein, Erwin, Flaherty, Fortney, Gonzalez, Grospitch, Haynes, Hermelbracht, Jones, Kaberline, Lamb, Leslie-Toogood, Linder, Lovell, Mahon, Mathew, Molock, Murdock, Pope, Reichert, Rossi, Schneikart-Luebbe, Sperling, Stoner, Strom, Sullivan, and Thomas

Board Member Action Items

- **Ruth Stoner & Kim Reichert:** What is the average carry-over for past regional conferences? Don't know. Kim and Ruth will research. (Item 14 - L, page 7)
- **Board members and/or campus colleagues:** Myron Pope issued a call for program reviewers. If interested or want to nominate a campus colleague, e-mail Myron (mpope5@ucok.edu). (Item 14A-3, page 4)
- **Board Members:** Recruiting conference participants: Challenge to all Board members - recruit 6 – 7 conference participants. Recruit all levels - graduate and undergraduate students, new professionals, mid-level and senior staff members to join NASPA. Also, recruit campus colleagues to present programs. (Item 14A-8, page 4)
- **Cheryl Anderson:** Who is chairing the Kansas state meeting and where will it be held? Cheryl will contact the chair and invite them to join with the NASPA regional conference in Kansas City. (Item 14A-9, page 4)
- **Board Members:** Rich Rossi requested all Board members to recruit vendors from the Kansas City area for the KC conference. Refer potential vendors to Rich or Alex. (Item 14A-11, page 4)
- **Board Members:** Help Adrienne recruit undergraduate students for the Undergraduate Career Fair. (Item 14C-4, page 4)
- **Board Members:** Anne Flaherty & Patricia Helton, Co-Chairs for the 2006 Regional Conference, are soliciting nominations for Committee positions – send suggestions to Ann (e-mail: aflahert@ku.edu) or Pat (e-mail: phelton@du.edu). (Item 14E-3, Page 5)
- **Awards Committee:** The Awards Committee will address questions generated for this nomination year and bring to the Board any “major” concerns and/or guidelines for award nomination, if appropriate for generalization. (Item 14G-4, page 5)
- **Ruth Stoner:** Do research to determine the process, if any, which was used to name the James Rhatigan Award. (Item 14G-4, page 5)
- **Christine Schneikart-Luebbe:** Does National have a process for naming awards? (Item 14G-4, page 5)
- **Christine Schneikart-Luebbe & Awards Committee:** The Awards Committee will develop the criteria for “naming” awards and present a proposal to the Board for approval. (Item 14G-4, page 5)
- **Jennifer Molock and Chris Linder:** Topic: Outreach for Under-Represented Institutions. Following approval of the national proposal to be presented at the July National Board meeting, Jennifer & Chris will develop a regional plan for implementing this program in Region 4-West for the Kansas City conference. (Item 14H-3, page 6)
- **Prakash, Emily Overocker & Grace Bagunu:** Topic: Graduate Student Voting. The Advisory Board endorsed the proposal and directed Prakash to move the proposal forward to the National Board and Emily & Grace will work with the other regional Graduate Student Knowledge Community Chairs to seek their support as well. (Item 14-K, page 7)

Summer Planning Meeting Board Decisions/Recommendations/Motions – Kansas City

- Summary of financial requests submitted at various points of this agenda:
 - a. NPI = \$1700 motion made, seconded. If NPI budget does not accommodate, then will come from regional budget. Approved. (Item 14B-6 & 7, page 4)
 - b. RVP = \$3000/\$6000. Suggestion by Matt. Approved for first year; will be reviewed in 2006. Suggestion to Cheryl – explore other institutions in the Denver area for professional assistance. This is an exception for this appointment only. This situation is unique – other categories could be unique, i.e. small school. A motion was made to accept proposal as written/presented. Seconded and approved for 2 year period. (Note for future AVP selection that there is a statement from the institution/supervisory staff that there is support for assuming the position.) Inclusion is topic. (Item 11, page 3)

- c. Under-represented \$5,000/\$5000. Vote for 20, based upon national approval of counter proposal. Motion was made and approved to accept the proposal as outlined in Item 14-H, page 6 below and contingent on National Board action at the July meeting. Maximum participants = 20/year. Maximum financial commitment for the Region = \$5000/yr for 2 years, pending approval of the national proposal in July. \$10,000 regional commitment over next two years. Passed. **Board Decision.** (Item 14H, page 6)
- d. Grad students = \$750. Motion was made to accept the original proposal with the friendly amendment of the 3-person selection committee and flexible duty assignment. Max of 10 students. Maximum financial commitment for the Region = \$750. Passed. **Board Decision.** (Item 14I, page 6)

e. Motion was made and seconded to have the Treasurer invest \$25,000 (20,000 from 2004 Regional Conference + 5000 from 2005-06 budget) in short term investment to come due shortly after regional conference (mid-November). Approved. **Board Decision.** (Item 14M-5, page 8)

- **Board Decision.** Motion was made and approved to set the membership registration for the Regional Conference for all NPI & MLI participants as ½ the regular registration, subject to call for review by the Treasurer with Board approval. Institute participants, who are NASPA members, will receive a 50% discount (1/2 of \$150 = \$75) on the registration for the Regional Conference. (Non-members will receive a \$75 discount {= ½ of \$150 member registration fee}.) (Item 14B-3, page 4)
- **Board expectation:** The financial status of Institutes will be a break even expectation. (Item 14B-4, page 4)
- **REMINDER:** There will be no registration charge for MUFPP participants at the regional conference (as a result of previous action by the Board); therefore, there will be no charge for the UCF. (Item 14C-7, page 5)
- **Reminder:** Student (graduate & undergraduate) registration for the regional conference will be \$75. (Item 14C-8, page 5)
- Dennis Day reminded the Board that the regional conference site is selected on a 3-year rotation basis: (Item 14D-2, page 5)
 - Year 1: Anchor City (i.e., Kansas City, Denver or Oklahoma City)
 - Year 2: Resort City (i.e., Breckenridge, Hot Springs, or Jackson Hole).
 - Year 3: "Any town/city" in the region (i.e., Fargo)
- Future conference sites: (Item 14D-3, page 5)
 - 2005 – Kansas City (anchor city)
 - 2006 – Breckenridge (resort city)
 - 2007 - Little Rock (any town/city)
 - 2008 – Anchor City
 - 2009 – Resort City
 - 2010 – Any town/city
- **Board Decision:** A motion was make and approved to accept Breckenridge as the 2006 Regional Conference site. Exact dates will be negotiated along with the hotel site. (Item 14E, page 5)
- **Board Decision:** A motion was made and approved to accept Little Rock as the 2007 Regional Conference site. Exact dates will be negotiated along with the hotel site. (Item 14F, page 5)
- **Board consensus:** The Awards Committee will address questions generated for this nomination year and bring to the Board any "major" concerns and/or guidelines for award nomination, if appropriate for generalization. (Item 14G-4, page 5)
- **Board endorsement:** Proposal to grant voting privileges to graduate students. The Board endorsed the proposal and directed Prakash to move the proposal forward to the National Board and Emily & Grace will work with the other regional Graduate Student Knowledge Community Chairs to seek their support as well. (Item 14K, page 7)
- **Expectation to Board & Conference/Institute Planning Committees:** The Regional Conference should make money for the Region; Institutes are to break even. (14L-9, page 8)

Future Board Agenda Items

- The discussion regarding paper hard copy vs. electronic dissemination of the newsletter was briefly re-visited. Agenda item for a future meeting. Can the membership be given the option of paper or electronic? (Item 14J-5, page 7)

Thursday, June 2, 2005

1. 1:00 - 1:05 Welcome & Introductions - Prakash
2. 1:05 - 1:25 Team Building – Kristen Eckstein
3. 1:25 - 1:35 Expectations, Vision, Goals, Style - Prakash Mathew.
 - A. Goals: Region IV-West Vice President, 2004 – 2006
 - B. Expectations for Advisory Board Members
 - C. About NASPA: NASPA Leadership & Staff, Leadership Team Organizational Chart, Regional Communities, Vision, Mission, Core Values & Goals (with Strategic Objectives)
 - D. From the Executive Director, Gwen Dungy: the Critical Role of NASPA's Knowledge Communities
 - E. NASPA National Knowledge Community Chairs, 2005-07
4. 1:35 – 1:40 Planning Calendar, Roster & Administrative details- Deanne Sperling
 - A. Planning calendar – attached (off-white)
 - B. Roster – attached (yellow)
5. 1:40 – 1:50 History of NASPA- Ruth Stoner
 - A. NASPA History – attached (green)
 - B. Region 4-W Vice Presidents, 1967 – Present – attached (blue)
 - C. Region 4-W Conference Summary Report, 1970 – 2004 – attached (yellow)
6. 1:50 - 3:35 Planning Process utilizing Relational Leadership Model - Prakash.
 - A. Relational Leadership Model (blue handout)
 - B. **Power Point presentation is attached to these minutes.**
7. 3:35- 3:45 Break
8. 3:45- 4:30 Breakout Sessions
9. 4:30- 4:45 Sharing identified Goals
 - Membership - Patricia Mahon. **Summary report attached.**
 - Knowledge Communities - Chris Linder. **Summary report attached.**
 - Administrative Leadership – Christine Schneikart-Luebbe. **Summary report attached.**
10. 4:45- 4:50 Financial background – Kim Reichert (moved to Friday morning)
11. 4:50- 5:15 RVP Administrative and/or Financial support. Cheryl Lovell, RVP-elect re-presented a request (written request filed with the minutes) for financial assistance for administrative support for her 2 years in office as RVP. It was moved to fund \$9000 (\$3000 for 2005-06 and \$6000 for 2006-07) for administrative support for the AVP. It was moved and approved to table this topic until tomorrow, pending the financial report and other financial requests.
Friday action: Approved. Board Decision.
12. 6:30- Leadership Dinner – KC Masterpiece on the Plaza

Friday, June 3, 2005

13. 8:00-8:30 Breakfast
14. 8:30- 11:15 Items for Board Review
 - A. 2005 Regional Conference update- Cheryl Anderson
 1. November 10 - 12, 2005. Marriott on the Plaza
 2. The deadline for the “call for program” has been extended to July 1. Promising practices – new component. Presenters will have a chance to share programs, strategies and/or interventions that have been successful on their campus in shorter, 30 minute sessions.

3. Anyone interested in reviewing programs for the regional conference should contact Myron Pope (mpope5@ucok.edu). E-mail request attached to the minutes. **TO DO: Board members or campus colleagues.**
 4. The pre-conference sessions are in place and will be held Thursday, November 10. The topics include Assessment, Fund Raising, Women in Student Affairs and Making the Transition from Graduate Student to New Professional.
 5. The keynotes are confirmed – Patricia King, Larry Roper, & Nancy Hunter Denning.
 6. Registration will be handled by Teresa Brown & Chris Meiers from the KU Med Center.
 7. A track for Senior Student Affairs Officers will be created. The conference committee will make a conscious effort to recruit SSAO's to attend and use their knowledge and resources for conference content as well as to provide professional development and enrichment to them as well.
 8. Recruiting conference participants. Challenge to all Board members: recruit 6 – 7 conference participants. Recruit graduate and undergraduate students, new professionals, as well as mid-level and senior staff members to participate. Recruit campus colleagues to present programs. **TO DO: All Board Members.**
 9. Who is chairing the Kansas state meeting and where will it be held? Cheryl will contact the chair and invite them to join with the NASPA regional conference. Does Missouri have a similar state meeting? **TO DO – Cheryl Anderson.**
 10. Goal – 330 to 350 participants.
 11. Fund raising – Rich Rossi
 - Most vendors will be returning.
 - Rich requested all Board members to recruit vendors from the Kansas City area. Refer potential vendors to Rich or Alex. **TO DO: Board Members**
 - There are different levels of sponsorship that Rich and Alex can discuss with interested vendors.
- B. NPI Institute update- Jesse Fortney, NPI Chair
1. NPI will be held as a pre-conference to the Kansas City Regional Conference, November 8 & 9. It will be held at the Marriott on the Plaza.
 2. Registration will be \$250. NPI participants will be encouraged to stay on for the Regional conference by reducing the member registration by half ($\$150/2 = \75).
 3. Motion was made and approved to set the membership registration for the Regional Conference for all NPI & MLI participants as $\frac{1}{2}$ the regular registration, subject to call for review by the Treasurer with Board approval. MLI Institute participants, who are NASPA members, will receive a 50% discount on the registration for the Regional Conference. (Non-members will receive a \$75 discount {= $\frac{1}{2}$ of \$150 member registration fee}.)
Board Decision.
 4. **Board expectation:** The financial status of Institutes will be a break even expectation.
 5. Jesse requested Board approval to offer an Institute Scholarship (registration, travel and hotel) to a new professional from an institution designated an “under-representative institution” as specified in the “Outreach for Under-Represented Institutions” proposal. The scholarship will be paid from anticipated “profit” of the institute; not the regional budget.
 6. Jesse anticipates that the NPI budget will accommodate the pay back of the seed money (\$1000) and the projected cost of the scholarship (\$1700).
 7. **Friday action:** Approved. **Board Decision.** If NPI budget does not cover items identified in Item 6, then it will come from regional budget. Approved.
- C. Undergraduate Career Fair- Adrienne Leslie-Toogood, Chair.
1. The Undergraduate Career Fair (UCF) will be held on the Saturday morning of the Regional Conference in Ballroom E.
 2. Undergraduate students attending the conference (and have paid the conference registration) will participate in the UCF for no charge. It is a “part” of the regular conference; not a post-conference event.
 3. Registration for the Undergraduate Career Fair will be \$26. UCF participants will attend the final lunch of the conference – will be part of registration for UCF.
 4. The challenge will be to reach the undergraduate population. Adrienne will need help. A flyer with information is on the 4-West website. **TO DO: Board members** - Help Adrienne publicize this event.
 5. Faculty/Institution participation in the UCF – if the faculty member is a paid conference attendee, there will be no charge for the institution to participate in the UGF. If the faculty member is not registered for the conference, the registration cost for the institution to have a table will be \$40.
 6. Estimated attendance = 75 undergraduates.

7. REMINDER: There will be no registration charge for MUFJ participants at the regional conference (as a result of previous action by the Board); therefore, there will be no charge for the UCF.
8. Student (graduate & undergraduate) registration for the regional conference will be \$75.

D. 2006 Regional Conference Site - Dennis Day

1. Dennis is the chair of the Conference Site Selection Committee.
2. The 2006 Regional Conference will be held at the Beaver Run Resort in Breckenridge, Colorado. Exact dates are yet to be determined. The hotel rate will be \$86/night. Dennis was able to negotiate a better hotel rate at Beaver Run than with the Village at Breckenridge Resort. Denny reminded the Board that the regional conference site is selected on a 3-year rotation basis:
 - Year 1: Anchor City (i.e., Kansas City, Denver or Oklahoma City)
 - Year 2: Resort City (i.e., Breckenridge, Hot Springs, or Jackson Hole).
 - Year 3: "Any town/city" in the region (i.e., Fargo)
3. Future conference sites:
 - 2005 – Kansas City (anchor city)
 - 2006 – Breckenridge (resort city)
 - 2007 - Little Rock (any town/city)
 - 2008 – Anchor City
 - 2009 – Resort City
 - 2010 – Any town/city

E. 2006 Regional Conference update - Anne Flaherty

1. A motion was made to accept Breckenridge as the 2006 Regional Conference site. Exact dates will be negotiated along with the hotel site. Approved. **Board Decision**
2. Pat Hilton, University of Denver, & Ann Flaherty, University of Kansas, will be the Conference Co-Chairs.
3. The Co-Chairs are soliciting nominations for committee positions – send suggestions to Ann (e-mail: aflahert@ku.edu) or Pat (e-mail: phelton@du.edu). **TO DO: Board Members.**
4. Possible theme: Hidden Treasures: Uncovering/Discovering Potential

F. 2007 Regional Conference Site - SueAnn Strom & Dennis Day

1. Sue Ann Strom, Board member, invited the Region to the southern part of the region for the 2007 conference – Little Rock.
2. Dennis Day and SueAnn are exploring the Double Tree Hotel. Little Rock highlights and attractions for theme building include: 1) Historical site of Little Rock High School, where 9 students tried to integrate the school, and the newly opened Bill Clinton Library. Hotel rate will be less than \$100.
3. A motion was made to accept Little Rock as the 2007 Regional Conference site. Exact dates will be negotiated along with the hotel site. Approved. **Board Decision.**

G. Awards – Christine Schneikart-Luebbe

1. The award nomination information was mailed to the membership; it was not included in newsletter.
2. Per recommendation of the 2004 awards selection committees and approval of the Board at the meeting in Tampa, the 2004 nominees who were not selected for the Rhatigan Award, the Distinguished Service Award, and the Presidential Excellence Award will automatically be moved forward for consideration for the 2005 award. The lead nominator will need to fill out 2005 nomination form; but, they will not need to seek new letters of support.
3. Reminder: There is a new award this year – Staff support award.
4. Per Christine, there seems to be a number of complex questions being raised about eligibility for award nomination. **Board consensus** was that the Awards Committee should address the questions for this nomination year and bring to the Board any "major" concerns and/or guidelines for award nomination, if appropriate for generalization. Examples of questions raised:
 - Marcia Dickman, faculty member at Oklahoma State University, passed away in May. Can she be nominated for the Faculty Award?
 - Can the Faculty Award be named in her memory? Naming of Awards, such as the James Rhatigan Award, must have Board approval. The James Rhatigan Award is the only regional award that has a "name" attached to it. The Board needs to develop a procedure to "name" awards. **TO DO: Ruth.** Do research to determine the process, if any, that was used to name the James Rhatigan award. Does National have a process for naming awards. Christine will inquire. **TO DO: Christine & Awards**

Committee. The Awards Committee will develop the criteria for “naming” awards and present a proposal to the Board for approval.

5. There is no additional information about the Awards of Excellence (national) program which was announced at the national meeting in Tampa. Will it impact the regional Innovative Awards program? Not this year. At the national level, it replaced the Exemplary Program Awards.

H. Proposal for “Outreach to Under-Represented Institutions” – Chris Linder

1. Attached to these minutes are:
 - The regional report/proposal submitted by Chris Linder, Jennifer Molock, Brett Campbell, and Laura Oster-Aaland (yellow); and,
 - “Membership Increase Pilot Project Proposal”, developed by National as a counter-proposal to Region 4-W’s request to extend professional affiliate membership privileges for one year to professional colleagues proposal for all regions will be discussed at the July National Board meeting. (white)
2. Follow up for implementation of the original pilot program at Fargo is included in the attached report (yellow). Three Tribal College representatives attended the Fargo conference.
3. Following approval of the national proposal to be presented at the July National Board meeting, a regional plan for implementing this program in Region 4-West will be developed by Chris Linder and Jennifer Molock, incorporating the following discussion points: **TO DO: Jennifer Molock and Chris Linder.**
 - State coordinators will recommend 1 – 3 participants from their respective states
 - Maximum participants from the region would be 20 per year, noting that the national program is recommending a 2-year pilot program.
 - The regional budget will finance the cost of NASPA membership (at the professional affiliate rate) and the regional conference registration (at the membership rate of \$150). This totals \$4140/year or \$8280/2 years.
 - The national proposal recommends a regional allocation of eligible slots for membership. It would be the responsibility of the Region to allocate the slots to the individual states, should that be the way determined by the Regional Board.
 - What is the incentive to get individuals from under-represented institutions to participate?
 - Will there be programs at the regional conference to meet their programming needs? It was suggested that the letter developed by Laura last year and sent to state coordinators to be a good model for contact again.
 - Also, it was suggested that the state membership coordinators be assigned the responsibility of making the first contacts and then conference participants from the under-represented areas would be paired with a host at the conference.
4. Chris finalized her proposal for final consideration of approval along with the other pending financial requests: She requested regional support for up to 20 participants/year from the region for a maximum of \$5000/year for 2 years if the national proposal is approved in July. Total request is maximum of \$10,000 over the next 2 years.
5. **Friday Action:** Motion made to accept the proposal as outlined in Item 4 above. Maximum participants = 20/year. Maximum financial commitment for the Region = \$5000/yr for 2 years, pending approval of the national proposal in July. \$10,000 regional commitment over next two years. Passed. **Board Decision.**

I. Conference registration fee for Graduate & Undergraduate Students – Grace Bagunu

1. Handout to the Board “Graduate Student Conference Assistants” is attached to these minutes. Submitted by Emily Griffen Overocker & Grace Bagunu. They submitted a proposal, with the history of the original motion and the rationale to continue the program implemented at the Fargo conference to provide regional budget support for “scholarships” (conference registration) for graduate students in exchange for 4 hours of volunteer time to the conference committee.
2. 2 scholarships were awarded in Fargo.
3. The original proposal recommended to continue and expand this program for the Kansas City conference to a maximum of 10 participants (Total request for regional budget assistance = \$750 maximum) for 10 participants.
4. Board discussion followed:
 - Coordinating the program and selection of participants are two different processes.
 - What is the purpose of the program? Conference needs the volunteers or exposure of NASPA to these students is important. The goal: We (the Board) value their presence.

5. Suggestion from a Board member – Instead of offering a scholarship to 10 (maximum) participants, offer a lower rate to all graduate and undergraduate students. The concern to this suggestion was that this does not force the participants to make a connection with NASPA.
 6. Another suggestion: Assign a program participant to each “key” conference personnel.
 7. Counter proposal from Kim to modify the original proposal to state that the “return” to the conference would be negotiable depending on needs of the conference committee staff instead of a set 4-hour commitment. The selection and assignment of responsibility would be coordinated by the conference volunteer coordinator, the conference program chair, and the Graduate Student Representative.
 8. Grace modified her proposal to reflect the Board discussion and agreed to have it considered later in the meeting along with all other financial requests.
 9. Motion was made to accept the proposal with the friendly amendment of the 3-person selection committee and flexible duty assignment. Max of 10 students. Maximum financial commitment for the Region = \$750. Passed. **Board Decision.**
- J. Newsletter- LeeAnna Lamb
1. See report attached to minutes. Due to unexpected family emergencies for LeeAnna, there was not a Spring 2005 issue. She will merge the materials received for the Spring issue with the upcoming Summer issue.
 2. LeeAnna will work with Josh to get the newsletter on the website.
 3. She invited states to submit information to the newsletter about state conference meetings for promotional purposes.
 4. She suggested moving to a two-person leadership team for the newsletter editor position, similar to when Mark Lucas and Becky Barker served as co-editors for the newsletter.
 5. The discussion regarding paper hard copy vs. electronic dissemination of the newsletter was briefly re-visited. Agenda item for a future meeting. Can the membership be given the option of paper or electronic?
- K. Graduate Student Voting – Emily Griffen Overocker & Grace Bagunu presented a written proposal to the Board to request support for to give graduate students the same voting privileges as Professional Affiliates. At the present time, Graduate Students are not eligible to vote for National President & Regional Vice President. The proposal as attached to these minutes seeks Regional Board support to request a change in National voting processes that would give voting privileges to student members, same as professional affiliates. The Board endorsed the proposal to move forward to the National Board and that Emily & Grace will work with the other regional Graduate Student Knowledge Community Chairs to seek their support as well. **To Do: Prakash, Emily & Grace.**
- L. Financial Planning – Kim Reichert
1. The balance from the Fargo conference is in a local short term CD; it will be re-negotiated in July.
 2. The working 2005-06 budget is currently at a \$25,000 balance. Budget sheet attached. (blue)
 3. The initial recommendation from Kim is to invest \$20,000 (conference balance) in a short term CD. If we would add \$5000 from the regular budget, we will get a better interest rate. The investment needs to be readily accessible (short term) to have available for a conference reserve if needed.
 4. Our options:
 - a. Option 1: Invest \$20,000 in a short term option, accessible mid-November.
 - b. Option 2: Divide into 2 investments (\$10,000 & \$10,000) – one would be short term; and the other to a “longer” term investment. The difference in the two will be the interest rate. The longer the term the better the interest rate.
 - c. Option 3: Invest \$20,000 + \$5000 (from the regional budget) as one lump sum, thereby getting an even “better” interest rate.
 5. Motion made to invest \$20,000 in a short term investment and keep the current \$25,000 in the regional budget for “todays” projects – those projects in the planning meeting agenda requesting financial support. Friendly amendment was made to add \$5000 from the regional budget to the \$20,000 investment. Motion was withdrawn until additional programs requesting financial support are presented.
 6. What is the average carry-over for past regional conferences? Don’t know. Kim and Ruth will research. **TO DO: Ruth & Kim.**
 7. **Expectation to Board & Conference/Institute Planning Committees:** Conference should make money for the Region; Institutes are to break even.

M. Summary of financial requests submitted at various points of this agenda:

1. NPI = \$1700 motion made, seconded. If NPI budget does not accommodate, then will come from regional budget. Approved.
2. RVP = \$3000/\$6000. Suggestion by Matt. Approved for first year; will be reviewed in 2006. Suggestion to Cheryl – explore other institutions in the Denver area for professional assistance. This is an exception for this appointment only. This situation is unique – other categories could be unique, i.e. small school. A motion was made to accept proposal as written/presented. Seconded and approved. For 2 year period. (Note for future AVP selection that there is a statement from the institution/supervisory staff that there is support for assuming the position. Inclusion is topic.
3. Under represented 5,000/5000. Vote for 20, based upon national approval of counter proposal. Approved.
4. Grad students = \$750. Approved as is with friendly amendment of 3-person selection committee and flexible duty assignment. Max of 10 students. Passed.
5.

Motion was made and seconded to have the Treasurer invest \$25,000 (20,000 from 2004 Regional Conference + 5000 from 2005-06 budget) in short term investment to come due shortly after regional conference (mid-November). Approved. **Board Decision.**

15. 11:30- 12:30 Lunch with 2005 Conference Committee
- Board adjourned @ 11:40. Lunch was served.

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