

NASPA Region IV West Board Meeting  
March 20, 2005  
Room 10, Tampa Waterside Marriott Hotel  
Agenda & Minutes

Those attending: Anderson, Bagunu, Biller, Caires, Campbell, Doyle, Gonzales, Covington, Griffen-Overocker, Grospitch, Harper, Johnson-Mackey, Kaberline, Kopita, Linder, Lovell, Mahon, Mallory, Mathew, Oster-Aaland, Pena, Reichert, Schneikart-Luebbe, Sperling, Strom, Stoner and Thomas. Guest: Joy Smith

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**Board Members Action Items**

1. **Recruit new members** – individuals and intuitions. The 4-West membership challenge for 06 will be 65 new members. RECRUITMENT OF NEW MEMBERS IS EVERYONE’S RESPONSIBILITY; NOT JUST THE STATE COORDINATORS. Item 6, page 3.
2. **Mark your calendar and make hotel reservations** now for the Board Summer Planning Meeting at the Kansas City Marriott Country Club Plaza Hotel. June 2 & 3. Item 18, page 6.
3. **Mark your calendar and make hotel reservations** now for the 2005 Regional Conference at the Kansas City Marriott Country Club Plaza Hotel. November 9 – 12, 2005. The Board meeting will be held the afternoon of November 9 & morning of November 10. Item 13, page 5.

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**March Board Decisions/Recommendations/Motions – Tampa**

1. Awards. Item 8, page 3.
  - a. 4-West will continue with the Innovative Program (regional) award for 2005.
  - b. New regional award for 2005 – the Staff Support award. Christine will incorporate the guidelines for nomination with the 2005 awards information to be distributed to the membership soon.
  - c. All 2004 regional nominees, not just the regional award winners, were forwarded to national level for consideration. This will be done again for the 2005-06 process.
2. Pillars of the Profession recognition – Efforts will be made to establish a consistent recognition program at the regional level. Item 9, page 4.
3. The Corporate Liaison Assistant and the Vendor Liaison on the Conference Planning Committee will be merged to one position; Alex Gonzales will write a position description to reflect this decision. Item 14-a, page 5.
4. The Board approved Breckenridge, Colorado as the site for the 2006 regional conference. Ann Flaherty, KU Med Center, and Patricia Helton, University of Denver, will co-chair the conference. Item 15 – page 5.

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**Summer Planning Meeting Agenda – Kansas City**

June 2 & 3

1. Should we be “investing” some of our budget balances? What is the financial plan for Region 4-W? – Kim Reichert. Item 7, page 3.
2. Conference Registration fee for Graduate (& Undergraduate) Students, (including MUFP) – Emily. Continuation of Tampa Board discussion. Item 10, page 4.
3. Participation of under-represented populations at Regional Conferences. The Board will decide how to implement the proposal presented in Tampa, dependent on further response from the national office. Laura Oster-Aaland. Item 11, page 4.
4. Hotel site for 2006 Regional Conference. Diana Doyle. Item 15, page 5.
5. Administrative and/or financial support for RVP. Item 16, page 6.

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**Future Agenda Items**

1. Discussion regarding the impact of the newly proposed National Student Affairs Awards of Excellence program on the regional Innovative Program Award will be discussed after the national program is finalized. Item 8, pages 3 & 4.

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Additional information about the above items can be found in the detailed minutes outlined on the attached pages.

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Sunday, March 20, 2005 (Room 10)

1. 1:00 - 3:30 Welcome & Introductions

- Prakash opened the Board meeting with a quote used by Karen Pennington, Chair for the Task Force for Undergraduate Mentoring Opportunities, in the Final Recommendations & Report: “Human beings seem to resist change at all costs. The unknown is difficult, scary, and almost certainly to be wrong. We tend to think that a new program is by its very nature going to be less than the old one, and adding new elements (or new people) means that our experience is going to change and not be as positive and meaningful as it was before.” Changes are coming for NASPA. Are we ready?
- New members & changes on the Board. See Item #18, pages 4 & 5.
- Lisa McGill, Regional DisAbility Resources & Services KC Chair, and Sherry Mallory, Regional Public Policy Coordinator, have been recruited to serve on the National Board as the Coordinator for Disability Concerns and Chair of Public Policy, respectively.

2. NASPA National Update – Prakash

- Staff changes at national office.
- Conversation taking place about changing the name of NASPA. To be discussed at the July National Board meeting. Are we administrators? Or are we educators? Should “international” be added to the name? There is much discussion and some controversy regarding this topic. It will be an agenda item at the Tampa national business meeting.
- Conversation taking place about NASPA providing program review and/or consulting services to member institutions. NASPA national receives calls requesting such services. NASPA members (active and retired) might be available to provide such a service consulting service through NASPA.
- The Tampa National Conference will be the largest NASPA conference ever – attendance almost 4000.
- As a result of a national staff development study of NASPA community college members in November 2004, a proposal for a pilot program about the professional preparation and development for student affairs staff at community colleges is being discussed for development and implementation.
- National Awards program changes. The Exemplary Program award will no longer be recognized. A NASPA Excellence Awards program will be introduced at the Tampa conference and will be implemented this summer and fall. A draft of the proposal was distributed at the regional board meeting and is attached to these minutes for additional information. The impact on the regional Innovative Program Award is discussed later in these minutes.
- NASPA membership is at an all time high – almost 9700. The goal of new NASPA President is for each region to increase membership by 6% by 06. This would put the overall membership over 10,000. The impact of this goal on the Region is discussed later in these minutes.

3. Professional Development Matrix – Myron Pope & Prakash.

- This is another topic of national discussion.
- The 2006 Conference Committee and the Professional Standards Division are considering a proposal to pilot a 6-cell matrix for professional development to conference goers in Washington, D.C. in 2006. The

matrix is the basis for a curriculum for professional development that may identify areas for focus or inclusion at the conference.

- Board members were encouraged to attend a conference session on this topic to give input and direction to this proposal. A draft of the proposed curriculum is attached to these minutes for review.
4. Update on MUFP Taskforce Report – Prakash.
    - The Final Report with recommendations was sent to Board members prior to the conference.
    - In summary, the recommendation, submitted and approved by the national Board, is: In recognition of the changes in society, the Task Force for Undergraduate Mentoring Opportunities recommends designing and implementing a selective undergraduate fellows program to increase the numbers of underrepresented ethnic minorities, LGBT, and disabled professionals in the fields of student affairs and higher education. The mission of the program will be reviewed every five years.
    - The report is attached to these minutes.
  5. Knowledge Communities (KC) Update – Phil Covington
    - Communications between national and regional knowledge communities are improving.
    - Two new knowledge communities have been approved and activated by the national board:
      1. Parent and Family Relations; and,
      2. Student Affairs Assessment, Evaluation and Research.
    - Men’s Issues is a proposed knowledge community. It needs leadership and direction before the Board approves it. It has been tabled for review to a future national board meeting.
    - Notes from Prakash: Phil Covington will be leaving the Board as Knowledge Community Coordinator; Becky Barker (University of Oklahoma) will be the new KC coordinator for the regional board.
  6. Membership Update – Pat.
    - Region 4-West membership is up, thanks for the hard work of the membership coordinators.
    - Current 4-West membership is 1068 – up 31 from last year.
    - The goal of new NASPA President is for each region to increase membership by 6% by 06. This would put the overall membership over 10,000.
    - 6% for Region 4-West = 1133. Our membership challenge for 06 will be 65 new members. Emphasis is on institutional membership as well as individual.
    - RECRUITMENT OF NEW MEMBERS IS EVERYONE’S RESPONSIBILITY; NOT JUST THE STATE COORDINATORS.
  7. Budget – Kim. A financial plan for the Region will be presented at the June planning meeting. **Agenda Item**
    - Kim will meet with Kevin & Gwen at the Washington office to discuss the option of financial investment of regional monies.
    - The check from the 2004 Regional conference will be put in a CD.
    - 2005 MLI had a budget shortfall. The region will cover the deficit spending.
    - The region will cover some newsletter invoices from the University of Oklahoma as well as some initial start up expenses resulting from the transition of the newsletter to the University of Tulsa.
    - The Region 4-West budget is healthy. The budget report is attached to the minutes.
  8. Awards – Christine.
    - Guest: Joy Smith (Clemson University) introduced the newly proposed National Student Affairs Awards of Excellence program which will replace the Exemplary Awards Program. This new program will closely align itself with the existing national awards program; however, it will not be a part of it. Due dates and committee members reviewing the nominations for this particular program will be different. A draft of the proposal was distributed at the regional board meeting and is attached to these minutes. The process for nomination and selection of the award winners will be finalized following the Tampa conference. This program is a national program and will be implemented this summer and fall.

- Should 4-West continue with the innovative program award at the regional level? Yes, at least for the next year. Christine will collect more information about the Excellence Program award during the conference and throughout the next year and will make a recommendation for the 2006 program. 4-West will continue with the Innovative Program (regional) award for 2005. Discussion regarding the impact of the new national program on the regional program will be discussed after the national program is finalized.
  - 4-West Pillars are identified on the Region 4-West web site. All Pillars are on the national website.
  - New regional award for 2005 – the Staff Support award. Christine will incorporate the guidelines for nomination with the 2005 awards information to be distributed to the membership soon.
  - All 2004 regional nominees, not just the regional award winners, were forwarded to national level for consideration. This will be done again for the 2005-06 process.
9. Pillar Award – Prakash. The Pillar of the Profession recognition program is a national fund raising program established by and for the NASPA Foundation in order to recognize the “pillars of the professions” and is a fund raising program for the Foundation. Institutions or individuals initiate the nomination process and manage the collection of the funds necessary for review/selection by the National Foundation Board. This is not a regional program or process. On occasion, some pillars have been recognized at the regional conference. The regional awards coordinator will try to be more attentive to Region 4-W Pillars of the Profession recipients and will try to establish a consistent recognition system for the region.
10. Conference Registration fee for Graduate Students (& Undergraduate Students, including MUFP participants) – Emily
- Background. A one-time proposal was submitted to the Board before the Fargo conference for the regional budget to fund up to 4 scholarships (conference registration fee) to encourage graduate student attendance/participation at the regional conference. In exchange for the payment of the registration fee, the graduate student would volunteer to assist the program committee for a minimum of 4 hours. It was approved and 2 students received the scholarship for the Fargo conference.
  - Emily Griffen Overocker submitted a proposal at the Tampa Board meeting to extend the Fargo proposal to the 2005 conference. She requested approval from the Regional Board to fund the cost of registration (\$75) for up to four graduate students for the 2005 conference in Kansas City. Again, this would be in exchange for 4 hours of volunteer service to the conference committee. This request was tabled to the June Board meeting. Questions to be considered: Should the # be increased? Should the scholarships be extended to include undergraduates? **Agenda Item for June Board meeting.**
11. Tribal Colleges & Historically Black and Hispanic Colleges – Laura
- Background. A one-time proposal was submitted and approved by the Board before the Fargo conference for the regional budget to fund conference registration fee and a year’s NASPA membership for Tribal College colleagues in order to increase participation at the regional conference. This was established as a priority for the region and \$5,000 was set aside to make this happen. If need be, the amount could be revisited. (Details in this proposal and in the 2004 Summer Planning Meeting minutes in Kansas City.)
  - 4 board members (Brett Campbell, Chris Linder, Jennifer Williams-Molock and Laura Oster-Aaland) submitted a proposal to extend the program (TC’s) and expand to other underrepresented groups (HBCU’s & HIS’s) for future conferences. The proposal was distributed at the Board meeting for discussion and is filed with the minutes of this meeting.
  - A request was submitted to National to waive the requirement for institutional membership and allow affiliate membership for the designated individuals. A counter proposal, Membership Increase Pilot Project, was presented by National. National will give a quota to the region. The proposal was distributed at the Board meeting for discussion and is filed with the minutes of this meeting.
  - At the June meeting, the Board will decide how to implement this program, dependent on response from the national office. This was taken to the national level and we got their attention.
12. 2004 Conference Report & Budget – Ron Kopita (Wichita State University).
- Report and budget submitted and attached to minutes.

- 303 registered participants, \$16,000 contributed through vendor support, and a very active & supportive conference planning committee led to a very successful conference. Ron will present a check for \$20,791 to the Region at the business meeting. Thank you, Ropin' Ron for your leadership for the 2004 Regional conference in Fargo.
13. 2005 Regional Conference Update – Cheryl. Promotional materials for the 2005 Regional Conference in Kansas City were distributed. Cheryl Anderson, Wichita State University is the Chair.
- Dates: November 10 – 12. Location: Country Club Plaza, Kansas City, Mo.
  - Deadline for program submission – June 10. Call for Programs will be done on-line.
  - NPI will be held as a pre-conference, November 8 & 9. Location: Conference Hotel.
  - November 10 – Pre-conference sessions prior to the start of the conference.
  - **Action Item:** Region 4-West Board meeting: Afternoon of November 9 & morning of November 10.  
**Mark Your Calendars!**
  - **Action Item:** Make your hotel reservations now.
14. Corporate Sponsors - Recommendations from Rich Rossi. Rich was unable to attend the conference but submitted two proposals for Board review and/or approval.
- a) Approved by the Board – The Corporate Liaison Assistant (currently held by Alex Gonzalez) serve as the Vendor Liaison on the Conference Planning committee. The positions will be condensed to one; Alex will write a position description to reflect this decision.
  - b) Rich expressed concern for vendor space in Kansas City. The second proposal recommended reducing the number of vendors and increase the intake from those that did participate. After some discussion, the Board recommended no change to the current process. More vendors and the shortage of space was a good problem; the conference committee will work with the hotel to provide adequate space for all to participate.
15. Future Conference Sites – Diana Doyle
- 2006 Conference chairs – Patricia Helton (University of Denver) & Anne Flaherty (University of Kansas Medical Center affiliate)
  - Location will be Colorado – a retreat environment. Estes Park or Breckenridge? The site recommendation committee recommended Breckenridge because the available facilities at Estes Park would be too small. The Board approved Breckenridge as the site for the 2006 conference. **Decision Made.** Dennis Day (Johnson County Community College), member of conference site committee, will continue to negotiate with two possible hotels/retreat locations (The Village at Breckenridge Resort and the Beaver Run Resort and Conference Center) for the conference headquarters. Diana will bring the hotel recommendation to the June Board meeting. **June agenda item.**
  - Dates – to be finalized with the selection of the conference site.
16. RVP Election – Prakash
- Prakash introduced Cheryl Lovell, University of Denver, as the Region 4-W Vice President-elect. She will join the Board immediately as RVP-elect and will assume the responsibilities of RVP at the end of the 2006 National conference in Washington, DC.
  - Topic for further discussion at the June Board meeting. Some institutions have limited resources (staff & finances) to support the needs of an RVP. Cheryl is faculty member (a first) and her academic unit does not have the resources to provide her with administrative and/or staff support. Should this be a determining factor of who can fulfill the responsibilities of the position? Would the Board support a graduate student assistant for the AVP? Could another graduate student position be added to the Board? Would the Board approve a financial allocation to Cheryl and then let her use her discretion how to spend amount; i.e., graduate assistantship, travel, conference fees, etc. This would be a one-time “exception” request in order to facilitate a faculty member to be a “leader” in NASPA. **Agenda Item for June.**  
**Action Item:** Be creative; Think outside the box. Bring other options/proposals to the June meeting to solve this dilemma.

17. Update on Advisory Board membership – Prakash. (information submitted to newsletter)

a) Outgoing Board members:

- \* Phil Covington, Arkansas Tech University, Knowledge Community Chair Coordinator
- \* Diana Doyle, Western Nebraska Community College, Past Regional Vice President
- \* Sherry Mallory, University of Arkansas, Fayetteville, Public Policy KC Chair
- \* Laura Oster-Aaland, North Dakota State University, North Dakota Membership Chair
- \* Rueben Perez, University of Kansas, Student Leadership Programs KC Chair
- \* Aaron Quisenberry, University of Kansas, Service Learning KC Chair - Special Projects
- \* Kerry Wynn, Southeast Missouri State, Spirituality in Higher Education KC Chair
- \* Lisa McGill, University of Colorado, Denver, DisAbility Resources & Services KC Chair
- \* Jennifer McCluskey, Maryville University, Student Affairs Professionals in Academic Affairs
- \* Ron Kopita, Wichita State University, 2004 Conference Chair
- \* Elizabeth Barnum, University of Nebraska, Lincoln, Graduate Student Representative
- \* Brian Hemphill, Northern Illinois University, 2005 Conference Chair
- \* Jacqueline Sene, Colorado State University, International Education KC Chair

b) New Board members

- \* Lisa Erwin, University of Kansas Medical Center, Public Policy KC Chair
- \* Grace Bagunu, University of Missouri, Kansas City, Graduate Student Representative
- \* Susan Borrego, University of Arkansas, Fayetteville, GLBT Concerns KC Chair
- \* Becky Barker, University of Oklahoma, Knowledge Community Chair Coordinator
- \* Amanda Norton, University of Denver, Student Affairs Professionals Working in/with Academic Affairs KC Chair
- \* Vance Valario, Health in Higher Education KC Chair
- \* Kim Reichert, University of Wyoming, Parent and Family Relations KC Chair
- \* Cheryl Lovell, University of Denver, Regional Vice President-Elect
- \* Jacob Murdock, University of Arkansas, Fayetteville, Spiritual KC Chair
- \* Kim Reichert, University of Wyoming, Treasurer
- \* Matt Aschenbrener, South Dakota State University, Student Affairs Assessment, Evaluation and Research
- \* Kristen Eckstein, University of Oklahoma, Student Leadership Programs KC Chair
- \* Hal Haynes, Dickinson State University, North Dakota Membership Coordinator
- \* Renee Arnett, Johnson County Community College, MLI
- \* Patricia Helton, University of Denver, 2006 Conference Co-Chair
- \* Anne Flaherty, University of Kansas-Medical Center, 2006 Conference Co-Chair

c) Continuing (2nd term):

- \* Eric Grospitch, University of Kansas, Kansas Membership Coordinator
- \* Gary Biller, Arkansas Tech University, Senior Student Affairs Officer

d) Vacant positions:

- \* Service Learning KC & Special Projects
- \* Student Leadership Programs KC Chair

e) Pending

- \* Greg Sullivan, Metro State College of Denver, DisAbility Resources & Services KC Chair.
- \* Jody Donovan, Colorado State University, Parent and Family Relations KC
- \* Linda Major - Alcohol and Other Drugs KC
- \* MLI – Deb Lewis

18. Summer Planning Meeting - June 2 & 3, Kansas City, MO. Hotel: Country Club Plaza Marriott Hotel. Deanna will send out information regarding hotel reservations “soon.” **Action Item: Mark your calendars and plan to attend.** The 2006 conference planning committee will meet the afternoon of June 3, following the board planning meeting.

19. Conference details & Announcements – Deanne

20. Other items for the good of the order:

a) Research – Sue Ann Strom.

- Board report was distributed.

- Sue Ann solicited interest from the Regional Board as a whole and from the individual Board members to assist with a post 9-11 research project in which she is participating. The Board moved to support the initiative as a regional research project and individuals on the Board, if interested in assisting with the data collection, should e-mail SueAnn.
- b) Board reports:
- Due 6 weeks before regional conference & national conference.
  - Position goals will be due prior to the summer planning meeting.
- c) Kim Reichert reminded Board members to begin making plans to attend the 2006 national conference in Washington, DC.

The meeting was adjourned.

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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