



**Henry Gee, Regional Director**  
**Report for the 2012 Summer Board of Directors Meeting**  
**June 2012**

**Discussion Items**

- Is there a way to streamline the process for updating information on the website? In a related topic, can the map on the website reflect the countries that are members of NASPA?
- Region VI has identified utilizing technology as a way to increase participation and reach out to members. Are there any policies with regard to charging for “Skypinars?”
- Does NASPA take a pro-active stance with regards to undocumented students? On a similar note, is there any objection for a KC to take a stance on issues, i.e. Fisher vs. UT Austin case?

**Action Items**

**NASPA GOALS & GUIDING PRINCIPLES**

1. Build the capacity to create knowledge and use data to provide evidence that will support excellence in practice.
  - One objective identified by the Board is to incorporate or utilize technology to broaden our reach and provide connections. In order to accomplish this, Region VI will increase communication via social media and will utilize at least one social media platform for all Region VI programs. The Social Media Coordinator will track and report data so that board members can make assess its effectiveness.
2. Lead advocacy efforts that shape the changing landscape of higher education.
  - Region VI would like to continue discussion on undocumented immigrants that was started in Arizona.
3. Launch an initiative to collaborate with student affairs worldwide.

- The Board has intentionally named all of the countries that are part of Region VI in its mission statement in an effort to be inclusive and to recognize and acknowledge the diversity of its membership.
  - The Western Regional Conference Committee is being thoughtful and purposeful in its efforts to reach out to our international colleagues. Postcards will be sent to all the international members inviting them to the conference. Other efforts include identifying which institutions have programs in other countries and personally reaching out.
4. Strengthen NASPA by making it a more responsive, vital and sustainable organization.
- The Board expressed a commitment to community colleges and international institutions and hopes to ensure that the needs of these constituents are addressed in future programming.
  - The Western Regional Conference Committee is being intentionally about ensuring that the conference workshops are broad and appeals to everyone across professional levels and institutional types.

***Integrity*** – Committed to high moral principles exhibiting authentic, honest, just and ethical behavior.

***Innovation*** – Continuously seeking improvement through new and creative approaches.

***Inclusion*** – Seeking ways to ensure access, voice, acknowledgement, opportunity, and participation at all levels.

***Inquiry*** – Supporting research and scholarship to add to the knowledge base of the profession and ensure that data informs practice.

## **DIVISION/REGIONAL REPRESENTATIVE REPORTS**

### **I. Region VI Advisory Board Retreat**

The Region VI Western Regional Conference Committee held a retreat on June 4<sup>th</sup> – 5<sup>th</sup> immediately followed by an Advisory Board retreat on June 5<sup>th</sup> – 6<sup>th</sup>. Twenty Advisory Board Members attended the latter part of the retreat. The Board created a mission statement, agreed upon group values, and formulated goals and objectives as outlined below.

#### **Region VI mission statement:**

Grounded in our commitment to diversity, our mission is to provide opportunities that connect, educate, innovate and engage current and aspiring student affairs professionals to serve, respond to, and advocate for students attending colleges and universities in California, Arizona, Hawaii, Australia, Guam, Hong Kong, Malaysia, and Singapore.

**Group Values:** Respect, Teamwork, Integrity

**Goals & Objectives:**

The Region VI Advisory Board will focus on two primary goals: 1) facilitating opportunities for engagement and 2) creating an environment of inclusivity.

- Facilitate Opportunities for Engagement

The Board recognized the importance of using technology to educate, inform, inspire and connect. The Board therefore resolved to the following with regard to technology:

- Incorporate/utilize technology to broaden reach & provide connections
- Increase communication via social media
- Utilize at least one social media platform for all Region VI programs

The Board also discussed the unique opportunity to reach out to the international members of Region VI through the 2012 Western Regional Conference due to its location in Hawai'i. In addition, the Board will also make an effort to be visible during the conference and personally engage the membership. The Board expressed commitment to the following:

- Reach out to international colleagues
  - Identify which institutions have programs in these countries and personally reach out to them to invite them to conference
  - Request that Ken Kelly give update at advisory board meetings in capacity as International Advisory Boardmember
- Reach out to other constituents (KC's, NUFP, etc.)
  - Use Western regional conference to communicate to region
  - Be visible and attend events
  - Personally engage with constituents at conference

- Create environment of Inclusivity

While there was much discussion on the topic of diversity, what this entailed, and how it should be defined, everyone agreed that diversity and inclusivity should be a priority. The Board recognized that diversity should be broadly defined so as not to marginalize anyone; however, the Board also recognized that it would be best to focus on community colleges and international colleagues. The Board briefly discussed extending the conversation to the membership and seeking feedback.

**II. NASPA Hawai'i Report Submitted by Lori Ideta**

- **Hulihia: Western Regional Conference**  
Energy is being invested in hosting the Western Regional Conference. The local conference is certainly generating lots of interest in NASPA. Colleagues, of all backgrounds and experience levels, are assisting with the conference and intending to attend the conference.
- **Intern**  
NASPA Hawai'i will have a graduate student intern. Marly Wilson is a doctoral student in Educational Administration and will be volunteering throughout the summer and early Fall to support the conference and NASPA Hawai'i, in general.
- **Membership**  
As the upcoming Western Regional Conference is generating new interest in NASPA, I will host two open NASPA general informational sessions this summer to orient colleagues to NASPA and to prepare them for attendance at the Hulihia conference.
- **NUFP Fellows**  
The University of Hawaii at Manoa has secured three NUFP fellows. We hosted an orientation session for them at the conclusion of the Spring semester. The fellows met one another and will be meeting regularly throughout the year. We have also recently nominated another fellow. We are planning on supporting all four fellows to attend the Western Regional Conference and to attend the NUFP Institute.

### III. **Member at Large – Association Liaison Report Submitted by Kim Burdett**

As this is a new role for the NASPA Region VI Advisory Board, the retreat on June 5-6 was very helpful in providing ideas for direction and contributions that this role may make to the organization. Over the next few weeks, I'll work on compiling a list of associations and contact people. Once the list is complete, I'll send it out to the board for input. I'll also work to maintain a connection with CCPA, since we have had some initial contact with them over the past year. I'll also continue to look for ways to integrate this position into the organization throughout the year.

### IV. **Small Colleges Division Submitted by Derek Vergara**

- Initial conversation with Southern California Executive Chair and other board members regarding co-sponsored professional development program (tentatively) on the various uses of technology (twitter, etc.) in late January 2012. Pepperdine University in Southern California has agreed to be the host campus.
- Phone meeting happened in June with all Small College and Universities Division Leadership Team with the National Rep, Maggie Balistreri-Clark. I wasn't able to be a part of the conversation; however, I will receive an update from Maggie soon.

- Submitted a Roundtable Program proposal at the Western Regional Conference in Hawai'i.
- Discussion of facilitating a reception at the Western Regional Conference in Hawai'i.
- NASPA Small College and University Conference is happening in June at Butler University in Indiana.

**V. Membership Report Submitted by Marie Minnick**

- **Current Regional Membership:**  
 Individual Members           1764  
 Institutional Members        99

**Membership by Classification:**

Class	Count
Associate Affiliate	90
Emeritus Affiliate	9
Faculty Affiliate	40
Professional Affiliate	946
Student Affiliate	487
Honorary	6
Subscribing Profit Affiliate	7
Subscribing Non Profit Member	8
Subscribing For Profit Member	3
Voting Delegate	99
Student Affiliate-Undergraduate	29
Faculty Affiliate - Subscription Upgrade	10
Professional Affiliate - Subscription Upgrade	30
<b>Total Individual Membership:</b>	<b>1764</b>
<b>Total Institutional Membership:</b>	<b>99</b>

**Membership by Geographic Region:**

Country	State	Count
USA	<u>AZ</u>	335
USA	<u>CA</u>	1425

USA	HI	59
USA	Other	7
International	Other	9

**Membership Trend:**

Fall 09	Winter 10	Spring 10	Summer 10	Fall 10	Winter 11
10/09	1/10	4/10	7/10	10/10	1/10
1334	1392	1355	1268	1545	1467
106	105	105	108	112	96

Spring 11	Summer 11	Fall 11	Winter/Spring 12	Summer 12
3/10	6/11	11/11	3/12	6/12
1446	1475	1750	1783*	1764
97	98	99	93	99

\*Corrected from previous report

- **Individual Membership**

Individual memberships continue to be high. Down 19 from last quarter

- There is a 19.6% increase from Summer 2011.
- Graduate Student Membership Down 44 (531 in March to 487 in May)

- **Institutional Membership**

Institutional memberships increased by six this quarter.

- Fall 2010 Institutional membership peaked. Although we are still his Summer it is up 6 members from Winter 2012.
- There was a substantial drop in the Winter of 2011 (14.3%), institutional membership has increased by at least one each quarter but as of this quarter, is still 13 below the Fall 2010 number.

- **Central Office Update**

Currently we receive monthly reports from the national office. We used to have real time access but that is no longer available.

## VI. Northern California Executive Chair Report Submitted by Michael Marion

- **Recruiting for the Region VI Nor-Cal Committee:**
  - Celia Esposito-Noy, Consumes River College
  - Faith Kazmi, Stanford University
  - Emily Dutch, Drexel University
  - Arthur Jenkins III(?), California State University, East Bay
  - Salono College **Recruiting**
  - UC Davis **Recruiting**
  - Sac St. **Recruiting**
  - University of San Francisco **Recruiting**
  - Contra Costa Community College (President Denise Noldon or Dean)
  - University of California Berkeley: **Waiting to hear back from (VPSA Harry Le Grande)/ I left Troy Gilbert a phone message. Troy is a former committee member.**
  - University of Pacific: **I have a phone meeting with Steve Jacobson June 19<sup>th</sup> the former Nor-Cal Exc. Co-Chair.**
  - University of Southern California: **I have a phone meeting with Dr. Michael Jackson June 26<sup>th</sup> the former NASPA President.**  
**(I don't plan to have all these people on the committee)**
- **Northern California Symposium/Drive-In/Webinars:**
  - Hopefully partnering with the CSSO conference in Sacramento, CA in October.
- **Northern California NASPA Membership:**
  - Build NASPA Nor-Cal Membership in the next two years.

## VII. Research Division Report Submitted by Cedric Hackett

- **Meetings**
  - On April 23, 2012, the Executive team for the Region VI Research Division met convened a conference call to discuss the Research Grant advertisement and new process for the 2012 Western Regional conference. It was decided that the deadline to submit will be September 7, 2012.  
[http://www.naspa.org/programs/cfp/evt\\_frm\\_user.cfm?event\\_id=30](http://www.naspa.org/programs/cfp/evt_frm_user.cfm?event_id=30)
  - On April 25, 2012, the National Research Division met with NASPA president Kevin Kruger via conference call to discuss the new Research and Policy Institute and the new senior level hire Bryon Sponsler as the Vice President and Director. The goals of the institute are as follows:
    - Promote national level research
    - Assist NAPA members with systems analysis.

These goals were explained to be driven by the newly created Research Agenda.

- **Webinar**

- The Region VI Research Division has decided to host a Webinar on “Understanding the Region VI Research Application process on **Wednesday, June 13, 2012** from 1-2pm PDT, which will highlight the National Research Agenda, the nuts and bolts of submitting a grant, and our decision making process. Also included is launching our new online submission process.
- **Research Grant Opportunities**
  - The Region VI Research and Grant opportunities will begin advertisement on *Thursday, June 14, 2012*.
  - The grant opportunity will also be advertised in the Region VI summer newsletter due to go out *July 19, 2012*.
  - The Region VI Research Division submitted a proposal for a roundtable discussion regarding the “research process” for the 2012 Western Regional Conference in Hawaii (Nov. 2012) in order to create a buzz of the NASPA national research agenda.
- **Arizona Rep**
  - Liz Frost, Director of Student Life (Embry-Riddle Aeronautical University) has been appointed to serve as the Arizona Research Representative.

**VIII. Communications Report Submitted by Ashlea Wilson**

- Upcoming Newsletter Deadlines:
  - 2012 Summer Edition:  
 Call for articles: Thursday, June 14<sup>th</sup>  
 Submission Deadline: Friday, July 13<sup>th</sup> by 5pm  
 Newsletter Distribution: Thursday, July 19<sup>th</sup>
  - 2012 Fall Edition:  
 Call for Articles: Thursday, September 6<sup>th</sup>  
 Submission Deadline: Friday, October 5<sup>th</sup> by 5pm  
 Newsletter Distribution: Thursday, October 11<sup>th</sup>
  - 2013 Winter Edition:  
 Call for Articles: Thursday, January 10<sup>th</sup>  
 Submission Deadline: Friday, February 8<sup>th</sup> by 5pm  
 Newsletter Distribution: Thursday, February 14<sup>th</sup>
- Potential article topics: Is there anything that needs to be dropped or added?
  - “Save the Date” for upcoming events (include proposal & registration deadlines, cost, and primary contact information)
  - Knowledge Communities, Regional Representatives, & Sub-Committees post conference summaries/updates (100 words or so)
  - National Conference Presenters: Please provide a 150-200 word précis on your session so that those who could not attend can still benefit from your hard work.



- Upcoming volunteer opportunities
- Mentorship programs
- Mentorship experience (Meal with a mentor, Panel of listeners)
- Insight from undergraduate/graduate students
- Research & assessment
- Leadership & diversity
- Student Involvement, Engagement, & Development programs & services
- Pressing issues facing student affairs professionals & how you are confronting those issues
- Transitions: Are there any new faces on your campus or seasoned ones who have new positions? Any valued colleagues who have left or retired?

**IX. Social Media Report Submitted by Grace Bagunu, Social Media Manager**

**2012 Goals**

- Twitter:
  - Increase the number of followers of @naspas6 on Twitter to 400+ (~25% of regional membership)
  - Provide Tweetistics for @naspas6 to better understand and develop a calendar of effectiveness
  - Educate NASPA Region VI members on how to best use and engage in professional development utilizing Twitter through webinars, drive-ins, and conference workshops
- Facebook:
  - Develop and establish a presence on Facebook by creating a group for NASPA members interested in Region VI activities, opportunities, and events.
  - Attempt to get at least ~25% of the regional membership connected on Facebook
- LinkedIn:
  - Establish a presence on LinkedIn by creating a group for NASPA members interested in discussions and professional development opportunities available in Region VI
- Integration with website/newsletter:
  - Work in collaboration with the website/newsletter editor to parallel information provided to members of the region using social media outlets
  - Integrate the links to the various social media tools on the website

**X. Community Colleges Report Submitted by Laura Dulgar**

- Will share more at next meeting
- Will have conference call with other community college groups

**XI. Regional Conference Chair Report Submitted by Lea Jarnagin**

- Received 288 program proposals; total of 66 will be accepted
- 57 registered since May 1<sup>st</sup>
- Oct 1<sup>st</sup> is early registration deadline to use FY12 budgets
- “No view” rooms—view of lava fields, \$129/night saved for new professionals and UG fellows to give them most affordable rate possible
- Encourage people to bring kids & families
- Many activities planned including golf tournament fundraiser
- Travel tips on front of website, Twitter feed, working on discounts
- Trying to make it as budget friendly as possible
- One native person on committee, Dr. Erin Wright, will place info on website to educate people on Hawai’i as committee is working to be respectful of culture and people
- On social media, FB Naspas2012Hulihia, link on card
- Expectations of advisory board during conference:
  - Advisory board meeting before conference—Thurs at 1pm, will be providing lunch
  - Help advocate, promote conference
  - Be present, visible at events

**XII. AZ Executive Chairs Report Submitted by Liz Frost & Laurie Silver**

- Looking at making changes
- Set out timeline of setting up social gatherings around state at key locations
- Include comm colleges
- Created gmail account: AZnaspas@gmail
- Put together materials—brochure, etc that people can take away with them
- Packet of info to talk about naspa and region, will include mission, values, goals
  - Mission, rebuilding the state
- Everyone extends their help and support to Liz/Lori

**XIII. Senior Student Affairs Officers Submitted by Jeanne Ortiz**

- Engaging SSAOs in why/why not engaged with NASPA
- Encourage SSAOs to participate in regional conference
  - Can sell outcomes and benefits
- Promoting SSAO institute as part of pre-conference
  - Lea—already 8 SSAOs registered thus far

**XIV. Public Policy Coordinator Report Submitted by Kandy Mink Salas**

- NASPA’s renewed emphasis on advocacy and public policy, as evidenced in the NASPA Strategic Plan Goals, resulted in a wide variety of sessions presented at the 2012 NASPA National Conference in Phoenix, Arizona. These sessions included the annual public policy update, the annual FERPA update, and a session, which I co-presented, on building capacity among staff members in doing public policy work on campus called “Shaping Change: Public Policy Leadership on Campuses”. Additionally, recommendations by NASPA members (including a strong voice from Region VI) regarding issues of undocumented students, resulted in a wide array of offerings of sessions focused on policy and services related to

undocumented students. This included a session that I presented with a staff member from Cal State Fullerton called "Providing Excellent Services to Undocumented Students". Lastly, a very productive Public Policy Town Hall session was held during the annual conference. A number of important issues emerged from NASPA members during this Town Hall and Public Policy Director Rebecca Mills will be presenting these ideas at the NASPA Summer Board Meeting.

- Chaired a sub-committee of the NASPA Public Policy Division focused on issues related to undocumented students and what NASPA's public policy stance should be on these issues. Will be providing a White Paper on this topic to Rebecca Mills this week. She will be presenting this information to the NASPA Board at the Summer Meeting.
- Wrote and published the Leadership Exchange Fall Issue article "Public Policy Division Sets New Course" and in the Spring Issue, co-authored the article "Setting NASPA's Public Policy Agenda". Will be working with regional members who have expressed an interest in Region VI public policy issues to write articles for the Region VI newsletter.
- In California, Assembly Bill 131 will take effect on January 1, 2013 and will allow undocumented students who are attending state colleges under AB540 to have access to state financial aid programs. In response to many questions about how this process will be implemented, the California Student Aid Commission has launched [www.caldreamact.org](http://www.caldreamact.org). This Web site contains the California Dream Act Application for Financial Aid, a description of the new Dream Act law and valuable links and resources for students and anyone else seeking information about the California Dream Act of 2011. I am working with a CSU Fullerton committee to coordinate a regional one-day conference on AB540 student issues and will be requesting that NASPA Region VI be a co-sponsor.

**XV. KC Coordinator Report Submitted by Steve Lerer & Faith Kazmi**

- **Meetings**
  - On the KC Conference call on May 25<sup>th</sup> we established goals for KC Coordinators and KC Reps. The Co-Representative structure was explained and went over questions and responsibilities for KC Reps. The Western Regional Conference was discussed, including collaboration with Region V, KC Leadership Luncheon, KC Community Fair, KC Meetings, and Night on the Town.
  - The next KC Conference call will be on July 13<sup>th</sup> at 10am PST.
  - The national training for regional representatives in Region VI will be held with Evette Castillo Clark, James Stascavage, and the KC Coordinators on July 26<sup>th</sup> at 12pm PST.
  - The KC Coordinators will begin having quarterly half hour check-ins with each individual KC Representative in the summer.
- **Recruitment**
  - The KC Coordinators have filled spots in all but four knowledge communities. Those KCs are: African American Concerns, Campus Safety, Parent & Family Relations, and Student Affairs Development and External Relations.

- Recruitment continues for Co-Representatives for most areas so please send names of people who are interested.
- A NUFP Intern has been appointed to assist the KC coordinators. His name is Anh Pham and he works at UC Riverside

- **KC Contact Breakdown**

**Faith**

● Administrators In Graduate & Professional Student Services (AGAPSS)
● African American Concerns (AAKC)
● Alcohol and Other Drugs
● Asian Pacific Islander (APIKC)
● Disability Concerns (DCKC)
● Gay, Lesbian, Bisexual & Transgender Concerns (GLBTKC)
● Indigenous People (IPKC)
● Latino/a Concerns
● Multiracial
● Parent and Family Relations
● Student Affairs Development & External Relations
● Sustainability
● Women in Student Affairs

**Steve**

● Adult Learners and Students with Children
● Assessment, Evaluation, & Research
● Campus Safety
● Fraternity & Sorority Affairs
● Health in Higher Education
● International Education (IEKC)
● Men and Masculinities
● New Professionals & Graduate Students
● Spirituality and Religion in Higher Education
● Student Affairs Working in and With Academic Affairs
● Student Leadership Programs
● Technology

- Veterans

- **Recruitment**
  - The KC Coordinators have filled spots in all but three knowledge communities. Those KCs are: Campus Safety, Parent & Family Relations, and Student Affairs Development and External Relations.
  - Recruitment continues for Co-Representatives for most areas so please send names of people who are interested.
  - A NUFP Intern has been appointed to assist the KC coordinators. His name is Anh Pham and he works at UC Riverside
- **Western Regional Conference**
  - A committee has been formed to plan the night on the town led by Anh Pham. They have multiple ideas and options and will be moving forward with the planning over the summer.
  - A budget request will be going in for a pre-conference KC Rep lunch meeting and KC Rep Polos. The lunch has been planned for an on-site location with boxed lunches.
  - The KC Coordinators are working on having each KC represented at the KC fair.
  - The newcomers welcome is being planned by the KC Coordinators for the first day of the conference.
- **Communication**
  - Correspondence has been sent to the Region V KC Coordinator but no response has been received.
  - Region V and VI SLP KC Reps have continued working together on various projects
  - The International Education Representative has connected with her constituents through a NASPA email.

**XVI. Treasurer’s Report Submitted by Natalie Schonfeld**

- **Region VI Financial Report, June 4, 2012**

<b>Account</b>	<b>Balance</b>	
<b>Region VI Account</b>	\$90,482.45	
<b>2011 Western Regional Conference (San Diego)</b>	\$49,887.11	
<b>2012 Western Regional Conference (Hawaii)</b>	\$26,527.29	<i>(\$32,845 collected in registrations as of 5/30/12)</i>
<b>Knowledge Communities</b>	\$342.21	
<b>Southern California Executive Committee</b>	\$2,112.18	
<b>Northern California Executive Committee</b>	-\$30.94	
<b>Hawaii Executive Committee</b>	\$4,914.99	
<b>Arizona Executive Committee</b>	\$11,385.66	
<b>TOTAL Region VI Funds</b>	<b>\$185,620.95</b>	

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### **National Allocations**

**\$12,000 + \$3 per individual member + \$12 per institutional member**

**2009-2010 allocation= \$16,980**

**2010-2011 allocation= \$16,809**

**2011-2012 allocation= \$16,884**

**2012-2013 allocation= \$17,637**

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- **Region VI Expenditure Guidelines, Budgetary Allocations and Agreements**

*One of NASPA's guiding principles is integrity. Specifically, NASPA is "committed to high moral principles exhibiting authentic, honest, just and ethical behavior." One of the best ways to live our values is by demonstrating fiscal responsibility, thoughtfulness and transparency with the way in which we commit, distribute, and use regional funds. We are committed to using Region VI funds to support the professional development of our members, support our advisory and leadership boards, and to underline our commitment as a profession and organization to developing student affairs leaders and producing and disseminating research.*

### **Professional Development**

- In an effort to support and sustain our regional professional development efforts, we will collect the following minimum base fees at regionally/sub-regionally sponsored drive-in workshops:
  - \$20**-student members
  - \$35**-professional members
  - \$40**-professional non-members
- We will set aside **\$100** to support the professional development efforts of each of the Knowledge Communities. In 2011-12, there were 25 NASPA Knowledge Communities.
- We will set aside **\$6,000** to support the planning efforts associated with the Western Regional Conference.
  - The Regional Director, Treasurer, and Conference Chair will be provided with a credit card for conference-related expenditures. This credit card permits the Regional Director, Treasurer, and Conference Chair a spending limit of \$1000 per month. Requests for temporary increases may be made to the National NASPA Office through the Treasurer.
- Request for funds may be made by anyone; however the request must be directed to the Regional Director and Treasurer for review and discussion with the Advisory Board.
- Reimbursement requests for travel expenditures, lodging, meals, and/or gifts must follow the guidelines listed below and be reviewed and approved by the Regional Director, KC Coordinator(s), Western Regional Conference Chair, or Sub-Regional Chair(s) who will then submit the reimbursement paperwork directly to the Region VI Treasurer to be processed.

- Only reimbursements for expenditures that have been approved by Region VI (either through a funding request, or a pre-existing agreed-upon NASPA Region VI Commitment) will be processed.

#### **Advisory Board**

- In order that the Region VI Advisory Board can effectively plan and provide sound leadership and direction to the region, we will commit funds to support a yearly or bi-yearly retreat.
- For cost-saving purposes, it is recommended that this retreat, whenever possible, take place prior to or following either the regional or national conference.

#### **Western Regional Conference Planning Committee**

- No more than 20% of Western Regional Conference expenditures will be spent on conference committee planning costs (i.e. hospitality, gifts, food, hotel, etc. for committee planning meetings and members).
- The Western Regional Conference Budget will cover one double-occupancy night at the conference hotel for committee members (with the exception of the Regional Director and the Conference Chair who will have their own room) prior to the start date of the conference.

#### **Travel Expenditures (i.e. conferences and retreats)**

- The maximum amount to be funded through Region VI funds is up to the discretion of the Regional Director in consultation with the Treasurer and/or the Conference Chair.
- All advisory board and conference planning committee members will review multiple sources for travel pricing in order to locate the most cost-effective way to get to a meeting.
- For those members who are unable to arrive at/leave the meeting site the day of the meeting (based on their home location), the conference budget or advisory board budget will cover a maximum of one additional hotel night.

#### **Lodging and Meals**

- The maximum amount to be funded through Region VI funds will be based on the lodging and meal rate guidelines available on the U.S General Services Administration website. So as to be fiscally prudent, NASPA Region VI will cover 80% of the maximum base cost noted on the GSA website (i.e. per diem). (This rate will NOT include tax, tip, or service charges.)
- The lodging and meal rate to be funded through Region VI will be determined at fiscal year end by the Regional Director in consultation with the Treasurer and/or the Conference Chair.

#### **Gifts**

- Region VI feels it is important to acknowledge the time and dedication given to the Region VI Advisory Board in addition to individual professional work and commitments by its volunteer leaders. In appreciation of the 3-6 weeks worth of full-time work provided by each Advisory Board member over the course of the 2-year term, the Regional Director may purchase gifts with Region VI funds.
- Gifts are to be awarded to Advisory Board members at the end of their two year term of service.
- The maximum allocation for gifts is to be determined each year by the Regional Director and Treasurer based on existing funds. It is recommended that these allocations be increased between 5%-8% each year based on cost of living increases.
- For 2011-12, we propose the following maximum allocations for gifts based on advisory board role:
  - Regional Director: **\$300**
  - Advisory Board members: **\$50** each
  - Conference Chair: **\$150**

**Developing and Recognizing Student Affairs Leaders**

- NASPA Region VI will set aside **\$500** to sponsor/support the Careers in Student Affairs Day, typically held in the fall in Southern California.
- NASPA Region VI will set aside **\$3,500** to recognize Region VI award recipients (plaques cost \$1845 in 2011 and \$150 to cover additional awards luncheon tickets), and provide scholarships to the Undergraduate and Graduate Rising Stars (\$250 each + registration fees), the New Professional Award Recipient (\$250 + registration fees), and the KC Visibility Award Recipient (\$500).
- NASPA Region VI will set aside **\$2,500** to support/fund the NUFP Institute at the Western Regional Conference.

**Producing and Disseminating Research**

- NASPA Region VI will set aside **\$2,000** each year to support two graduate research grants.

**Scholarships**

- NASPA Region VI is committed to providing scholarships as appropriate to support the participation of our new and/or aspiring student affairs professionals at our regional and/or national conferences as regional funding permits.

<b>NASPA Region VI Commitments</b>	<b>Event/Activity</b>	<b>Amount</b>	<b>Managed By</b>
Developing and Recognizing Student Affairs Leaders	Sponsorship/Support of Careers in Student Affairs Day	\$500	Regional Director



Producing and Disseminating Research	2 Graduate Research Grants	\$2,000	Research
Developing and Recognizing Student Affairs Leaders	Regional Awards- Undergrad/Grad Rising Star (\$250 each + registration), New Professional Award (\$250 + registration), KC award (\$500) Plaques for Award Recipients (\$1102 in 2010) Awards Luncheon Tickets (up to \$150)	\$3,500	Awards
Professional Development	KC funds – there are currently 25 (\$100 each)	\$2,500	KC Coordinator(s)
Professional Development	Seed money for the Western Regional Conference	\$6,000	WRC Chair
Developing and Recognizing Student Affairs Leaders	NUFP Institute at the Western Regional Conference	\$2,500	NUFP
Sub-Regional Professional Development	Drive-in workshops, etc.	Varies	Sub-Regional Chairs

- **NASPA Region VI Budget Allocations and Agreements**

Each year, the National Office deposits into our regional account a base amount of \$12,000 as well as \$12 per institutional member and \$3 per individual member according to the membership numbers on July 1<sup>st</sup> of the new budget year.

As a Board, we agreed to set aside funds to support the following efforts/initiatives:

Purpose	Amount
<b>Sponsorship/Support of Careers in Student Affairs Day</b>	\$500
<b>2 Graduate Research Grants</b>	\$2,000
<b>Regional Awards- Undergrad/Grad Rising Star (\$250 each + registration), New Professional Award (\$250 + registration), KC award (\$500)</b>	\$3,200
<b>Plaques for Award Recipients (\$1102 in 2010)</b>	
<b>Awards Luncheon Tickets (up to \$150)</b>	
<b>KC funds – there are currently 25 (\$100 each)</b>	\$2,500
<b>Seed money for the Western Regional Conference</b>	\$6,000
<b>NUFP Institute at the Western Regional Conference</b>	\$2,500
<b>TOTAL</b>	<b><u>\$16,700</u></b>

As a board, we agreed to collect the following minimum base fees at regionally/sub-regionally sponsored drive-in workshops:

\$20-student members

\$35-professional members

\$40-professional non-members

Effective July 2011, NASPA Region VI will allocate funds to each of the four sub regions based on their respective individual membership numbers.

This will serve two purposes:

- (1) ensure that each sub-region would have an infusion of funds yearly to be used for professional development initiatives, and
- (2) encourage sub-regional leaders to work actively to maintain and increase membership.