

South Carolina College Personnel Association Board Meeting Minutes

Date & Time: Friday, January 14, 2005 – 11:30am

Location: Conference Call

Members Present: Jeff Brown, Emily Burns, Brian Stuart, Kari Burns, Jason Cassidy, Pam Havice, Rhonda Mingo, Beau Seagraves, Boyd Yarbrough, Dianne Alexander, Tony Cawthon, Amanda Cox, Thwanda Davidson, Tricia Fechter, Art Hartzog, Kelly Imbert, Linda Jameison, Darlene Mahaffey, Beverly Adams, Jennie Volforte, Monique Colclough, Eric Fisher, Mac McArthur

Meeting was called to order by Jason at 11:35am

President's Report – Jason

Jason covered procedures and the plan for today.

Minutes from 10/1/04 were approved without any changes.

Jason introduced Monique Colclough from Clemson as the 2005 Fall Drive in Chair; Eric Fisher from Furman; and Mac McArthur from USC-Upstate – both the spring 2006 Conference Chairs

Jason reported visiting the Clemson SPA last semester.

Jason also talked about the transition to the next cycle of leadership. We will be speaking of elections and end-of-terms at the next meeting in March.

Executive Board Member Reports

President Elect – Bob

No report

Past President – Boyd

Boyd talked about the nominations and elections process that will be coming up in the near future. Boyd and Jason are seeking assistance for a fair and balanced ballot.

Jennie posed the question of whether Dr. Tisdale (Clafin) was a member. He is not a current member.

Rhonda suggested David Whaling. He is a member of SCCPA.

Boyd discussed goals and timelines for elections

- Have at least 3 nominations for each position
- Attract a diverse slate of candidates

- Make confirmation calls/e-mails to potential candidates
- Present at least two candidates to the ballot
- Conduct on-line elections
- Notify winners before spring conference

Beverly suggested having an HBCU rep on the executive board, an elected position. There was some discussion about possibly having a rep from an HBCU on the executive board. Jason will bring this topic to the table at the next meeting at Midlands Tech after checking the constitution.

Treasurer – Beau

Beau reported a balance of 11,665.06 in the checking account. The fall drive in brought in over \$1,300. Congratulations to Elaine for a job well-done!

Secretary - Jeff

Nothing to report other than if there are updates to the *Policies and Procedures Manual* please let him know. Jeff will update the manual with the AA plan.

Two-Year Institution Rep – Emily

Nothing to report

Private Institution Rep – Rhonda

The SC Independent Schools Association will be hosting a conference on March 15 at Coker College with breakfast sponsored by SCCPA

Public Institution Rep - Pam

No report

At Large Rep – Suzanne

Thanked those who helped from SCCPA with the Clemson Leadership Conference in the fall. On February 5, USC will have its leadership conference. Several members will be assisting with that conference by presenting a program on careers in student affairs. Over 500 students are expected. SCCPA will be sponsoring breakfast and in turn covering the registration costs for the people presenting.

Clemson SPA Reps – Brian and Kari

Kari introduced Brian Stuart as the new Clemson SPA Rep. The SPA just transitioned into their new exec board. They will be looking to increase their faculty staff involvement with the SPA. The SPA is also looking at the sponsorship of members to attend GSFF, ACPA, and SCCPA. They again will participate in the Relay for Life again.

USC SPA Rep – Kristen

No report

Appointed Board Member Reports

Committee Chairs

Human Diversity Chair – Thwanda and Beverly

They presented their affirmative action plan to the board. They reviewed the documents and then allowed questions for each goal. There was some discussion about who would oversee this plan. The committee recommended that this fall unto the president. Through discussion it was determined that this should fall under the role of the president-elect.

Beverly and Thwanda will update with the few minor changes and send to Jason and Jeff. Jeff will update and post to the P&P.

Conferences

2005 Administrative Asst. Conference Co-Chairs – Darlene and Diane

Conference plans are coming along for the March 11, 2005 at Midlands Tech – Airport Campus. They are still looking for presenters and door prizes. Information will be included in the upcoming newsletter. The theme is “What Doors are Open...The Future of Student Affairs.”

2005 Spring Conference Co-Chairs – Jennie and Tiffany

Spring conference is at Folly Beach on April 21-23, 2005. Contract and deposit is complete. Room reservations can start now at the Charleston on the Beach Hotel.

Speaker possibilities are: Scott Lewis – USC Judicial Area; Nina Harris at University of Maryland; Elizabeth Wood at Spartanburg Regional Hospital; Henry Tisdale at Claflin; Scott Derrick at Furman; Rodney Gray

Some discussion ensued about the speaker for the conference. The majority of the board supported Nina Harris as the speaker for the conference. Jennie and Tiffany will pursue her as the first option.

They will be starting a hospitality committee that will assist with the 35 year celebration.

Jennie also solicited input from the board about tracks during the conference. Kari suggested something similar to the SEAHO PPP track. Linda reminded the board about the discussion at the summer retreat that focused on keeping the spring conference focused toward graduate students and professional staff.

Rhonda suggested a possible sponsorship of an undergrad to the Next Generation conference that is in conjunction with ACPA. The registration is \$75 or \$90 depending on the timing of registration. Jeff brought up the

concern about the hotel cost. Jason suggested sponsoring two registrations to the Next Generation conference. There will be no undergrad track at the spring conference.

Jennie also wanted to discuss Thursday night options for the opening night. The consensus was that the night remain being paid by the individual and be kept at a reasonable cost. Jennie will forward possibilities to the board for consideration.

Committee Chairs (cont'd)

Development – Stan

Boyd presented the sponsorship proposal to the board. Boyd proposed adding a link to the website for the sponsorship levels. This proposal will move forward. **Jeff will be looking for a way to incorporate this into the P&P.**

Technology – Ruby

Ruby will continue to be looking at the new web site options.

Membership – Tricia

Membership has dropped slightly.

Publications Co-Chairs – Amanda and Linda

Deadline is Friday, January 21, 2005 for materials for the next newsletter

Advocacy Comm Chair – Deonne

No report

Awards Chair – Kelly

14 nominations were received thus far. Some awards only did have one nominee. All materials are turned into ACPA.

Long Range Planning – Fred

No report

Palmetto Practitioner – Pam and Tony

Encourage and support is needed for the Palmetto Practitioner; deadline is today, but submissions will be taken until February 1, 2005. **Please submit!!**

Representatives and Liaisons

HBCU Rep – Jerome

No report

Administrative Asst Rep – Darlene

No report

CSAO Rep – Roberta
No report

Clemson Faculty Rep – Tony
Six new students this spring at Clemson. Chi Sigma Alpha still continues to grow.

USC Faculty Rep – John
No report

Historian – Art
History is still not written. Coming soon.

The next meeting of the board will be March 11, 2005 at Midlands Tech – Airport Campus in Columbia, SC.

Respectfully submitted,
Jeff Brown
Secretary, SCCPA.