

**South Carolina College Personnel Association
Board Meeting Minutes
January 18, 2008
Conference Call Meeting**

Welcome & Roll

The meeting started at 11:35 am

Board Members in Attendance: Jeff Brown, Beau Seagraves, Beverly McAdams, Kelly Eifert, Art Hartzog, Scott Lewis, Roberta Bigger, John Dingfelder, Ben Walizer

Review of Minutes

Motion made to approve November 16, 2007 minutes. Motion approved.

By-Laws Implementation Update

The referendum passed unanimously. Please look at plan for implementation of the new positions and the spring elections listed (attached). Beau put the Director of Membership and Treasurer on alternating years since they work closely together (allows for overlap). If there are no objections, Beau will put this information in The Source for the membership. Jeff thanked Beau for his work on the By-Law revisions. Beau stated a nominations committee will be put together soon.

AA Conference & Spring Conference Update

Roberta:

AA – Please register! The Keynote speaker this year is Butch Merritt, formerly of Tri-County Technical College. **For board members, if you are only attending the board meeting (not including lunch), no need to register, but please let Kelly know! If you are attending the conference, including lunch, do register!**

Spring – Attached please find an updated tentative schedule of the conference. Instead of a Keynote speaker, there will be a panel on Sustainability. Helen has asked Gene Luna and Boyd Yarbrough to participate. She will also ask someone at College of Charleston. Her committee is looking at giveaway ideas that may tie in appropriately with the theme. Additionally, they will make sure the hotel will recycle as well. The committee is looking at program proposals and the structure of the conference. It was suggested from last year's conference to reduce the number of programs per session. For each concurrent session, the committee may only do 3 or 4 programs per session to increase attendance at the individual programs. They are also exploring hosting the poster session in a different part of the hotel for a longer period of time, instead of just during lunch. Helen and her committee are also looking for staff contacts for each college in the state. The committee plans to contact them to encourage attendance at the conference. Helen is working with Victor on the reception for Thursday; we need new location as the Board of Trustees will be using the site from last year.

Organizational Goals/Priorities

Jeff sent an update via email with his thoughts on our progress. Please review to make sure you are working on your part. **Kelly will send them out again with the minutes from this meeting.**

ACPA Showcase

ACPA – in Atlanta this year! We would like to have a table at the event. Linda Jameison is willing to coordinate the Showcase, but has requested help for this and for the theme which is “March Madness”. **Kelly will ask Linda to register us. Jeff advises Clemson SPA and will ask for their help. John D. &**

Scott L. will follow up with USC SPA to see if they will help. Roberta will ask Courtney Shelton (their Student Activities & Greek Life Director) to help as she will be at ACPA. Attending ACPA – Scott Lewis, Beverly McAdams, Beau Seagraves, Roberta Bigger, Jeff Brown. From Wofford – Brian Lemere and Courtney Shelton (Roberta may solicit their assistance).

Officer Reports including reports from appointed positions

President (Jeff)

Technology & Membership Chair (Jason) The membership report is attached. We are at 266 members, which is down from previous years. We are losing membership at 4 year public institutions, graduate students, and HBCU's. John D. will look at USC SPA membership; Jeff will check on Clemson SPA. Marketing Chair (Linda) – She is working with Mac to finalize a marketing piece based on the discussion at the Fall Drive In.

President Elect (Roberta) – no other report.

Past President (Beau) – Elections will be occurring over next few months and Beau will work with Jason to get that information online.

Awards Chair – Rebecca White and Kelly are working on this now. They will get the program committee together to review the submissions as the ACPA deadline is next Friday. It was suggested to not worry about the ACPA deadlines as they only provide paper certificates. It was suggested to extend the submission deadline and garner more submissions since the numbers were low and only focus on our Spring conference needs for this. Kelly will discuss this with Rebecca to create new deadlines, promotion, and get this information out ASAP.

Historian (Art) Art is going to organize the physical historical documentation of SCCPA. He will be retiring in July 2009, but will utilize his students to help organize and display the information. Long Range Planning (Rhonda) No report.

Secretary (Kelly)

Publications Chair (Mac) Deadline for next issue of The Source (February) is next Friday, January 25, 2008.

Palmetto Practitioner (Suzanne and Pam) – They remind the board to encourage everyone to help get articles for Palmetto Practitioner, especially from professional staff. They have received several graduate student articles, so they are ahead.

Treasurer (Jon, proxy Brown) – Budget report is included. There was no information on the Fall Conference expenses; the information did not match what was provided at the last meeting. Jeff will follow up with Jon.

Development (Boyd) No Report

Public Institution Representative (April)

April would like the Board to have a presence at the Student Leadership and Diversity Conference on Saturday, February 2nd, 2008. The conference begins at 9am and ends at around 3pm at USC – Columbia. Can anyone participate in a break out session or can we have a table there representing SCCPA? SCCPA has been represented in some form at this conference every year. If anyone is interested, please contact April ASAP at ajpalmer@uscupstate.edu.

Kelly & Jeff are able and available. Kelly will contact Clay to find out what they need/what they want us to do. Jeff will check with Suzanne Price to see if she is coming with students.

April thanked the board for approving the funding for the SDLC breakfast on February 2, 2008.

She and Linda Jamison are working together on a marketing strategy for public institution ideas.

Clemson Faculty – No Report.

USC Faculty - No Report

Private institution Representative (Travis) – No Report.

Two-Year Representative (Pete) No report.

Member at Large (Beverly) – Beverly wants to meet with Telesia to identify someone for the HBCU representative position and to come up with recruitment plan.

Advocacy (Scott Lewis) – Meg Beacham will be contacting Jeff and Roberta regarding the Safety conference on February 20- 22, 2008. Scott is attending and plans to meet with their leadership to ask: Do we want a joint conference to happen? Scott plans to coordinate finding a time this summer to plan logistics. Their 2009 conference location is not locked in. If the board leadership can come, including the Spring 2009 conference chair (whoever that may be), that would be helpful. Roberta is willing to be on conference call for the conference discussion. Jeff will be in Savannah at SEAHO, but will look at his ability to join via phone or in person. Scott will try for meeting on Thursday at the conference.

Human Diversity (Telesia) – No Report.

Clemson SPA (Ben) – They are working on fundraising for travel grants for the group for spring conferences.

USC SPA (John) – Officer elections were held in December, so the new leadership is in place. John will stay in his position till May to align his term with the SCCPA term. They are also working on a Student Affairs Day for next fall, modeled after Clemson’s “CU in Student Affairs” day.

Announcements

The next board meeting is a conference call on Friday, February 8, 2008 at 11:30 a.m.

All other Board meetings will be in person at the AA Conference and the Spring Conference. Please place them on your calendars.

Respectfully Submitted,

Kelly Eifert
SCCPA Secretary