

**South Carolina College Personnel Association Board Meeting
August 2, 2002
Chapman Conference Room, Presbyterian College**

Boyd called the meeting to order at 10 a.m.

Present: Jason Cassidy, Amanda Cox, Maureen Durkin, Art Farlowe, Bob Hanley, Dan Karns, John Lowery, Boyd Yarbrough, Lauri Yeargin.

No *official* business could be conducted because there was no quorum.

President

- **Goals were due July 7. Please submit to Boyd by August 9.**
- Boyd recently returned from the ACPA Leadership Conference. It was held in Minneapolis, MN, which will be the site of the ACPA conference in the spring. The location is great, and Boyd encouraged everyone to go. A topic of discussion was the ACPA budget, which is projected to go in the red for the next three years because of the low 2002 conference turnout and because of new technology applications for the national office. This technology will allow better service to state agencies but will almost deplete the ACPA reserves. Boyd said the conference was extraordinarily helpful and that SCCPA is an exceptionally strong state organization.

Treasurer

Jason distributed the proposed budget (***attached***). **All members need to read the budget and send comments to Jason Cassidy, cc'd to Lauri Yeargin and Boyd Yarbrough no later than August 13. The amended version will then be sent to the board for vote within one week.**

Conferences

Dan and Amanda reported on the SCCPA/NCCPA conference. Brooks Brower and Amanda will serve as co-chairs. The NCCPA conference will be November 20-22, with SCCPA joining in on November 22, in Charlotte, NC at the Omni Hotel. The public spaces are free as long as NCCPA makes their block of rooms. SCCPA members will have the option to attend NCCPA part of the conference. All expenses will be kept separate. That Friday we will have breakout sessions and perhaps a continental breakfast with NCCPA, but we will host separate luncheons so that NC can do their awards. The call for programs and registration will go out in early September. Cost will be \$40 for professional member and \$30 for student members, with a \$20 late fee and a \$20 additional charge for nonmembers. Expected SC attendance is 50-60. A theme has not yet been set. Lauri suggested something related to the current economic crisis. Dan, Amanda, and Brooks will apply for NASPA and ACPA speaker grants.

Dan reported on the SCCPA spring conference. We have a contract with Ocean Creek in North Myrtle Beach for the next two years. 2003 will be April 24-26 and 2004 will be

April 22-24. Deonne Giles will serve as chair this year, and Dan will ask Brad Harmon to co-chair.

Membership

Boyd reported for Andrea on membership.

- SPA can pay for membership in two ways: the same way as everyone else or by turning in their money to the SPA treasurer who will then write one check to SCCPA.
- The membership application form was distributed for revision. Besides minor revisions, it was suggested that an expiration date be put on the form so that people would not use old forms.
- It is time to begin updating the directory. The institutional representatives (public, private, HBCU, and 2-year) will make contact with their constituents in an effort to get updates. Boyd will find out from Andrea in what format the reps should collect the information. Reps will make initial request via e-mail and follow-up with a phone call.

Recruitment

Boyd reported for Jennie on recruitment.

- Feedback from the recruitment task force indicates we need to garner support from the top (CSAO's) for membership, provide meaningful and relevant activities, and give members the best bang for their buck.
- Bob proposed we offer free membership for one year to CSAO's at all institutions plus one new member designated by the CSAO. This would be good for long-term membership because it would only be a one-year membership and the following year we would send them a letter to renew, and it would be good for fundraising because we could tell vendors we have members from every higher education institution in the state.

Strategic Planning

Boyd said he would go through the strategic plan and appoint point people to keep us on track for each goal.

Publications

Dan reported for Steve and Jeff. Publications are all on-line. E-mails will be sent to members when each newsletter comes out. The e-mail will have links to specific articles.

Awards

Dan reported for Steve. Steve suggested we speed the awards process up so that winners can be recognized at ACPA in the same year in which they are awarded. Steve will look into logistics.

Development

Bob reported he will ask vendors to sponsor SCCPA for the year instead of the conferences. Bob and Jason will look at a level of sponsorship system.

Secretary

Lauri asked that board members e-mail her any documents they hand out at board meetings so she can include them in the minutes. After discussion with Boyd, Lauri will also serve as a sort of “parliamentarian” for the board since, as secretary, she is very familiar with the Policies & Procedures Manual.

Administrative Assistant Conference

Boyd asked if we want to continue the administrative assistant conference, and the group agreed we should. Lauri agreed to co-chair. She will check with Kris and Jennie on what is required. Maureen may co-chair, and Boyd suggested contact Bosie Graves at Furman as well.

Mid-level and New Professionals Conferences

Boyd asked if SCCPA might want to sponsor a mid-level and/or new professionals conference. The group decided these are not necessary because our regular conferences are geared toward these groups; however, we may want to consider intentional tracks for these groups at our conferences.

Next Meetings

The following are the upcoming board meeting dates:

Date, Time	Location
▪ September 20, 9:30-11 a.m.	Conference Call*
▪ November 22	Fall Conference, Charlotte, NC
▪ January 24, 9:30 a.m.	Conference Call*
▪ March 7, 9:30 a.m.	Columbia College
▪ April	Spring Conference, North Myrtle Beach, SC**
▪ June 6	Board Retreat

*The following will be locations for the September 20 conference call: Greenville, Rock Hill, Columbia, Aiken, Spartanburg. Elected board members are required to attend. Appointed board members are invited to attend and should give reports to their liaisons if they choose not to be there. Be there 30 minutes before the start.

**The new board will be elected and appointed by the spring conference, and a transition meeting will be held then.

From now on all board members should e-mail reports to Lauri at least one week prior to the meeting so that she can e-mail them to the board for review before the meeting. This way we can spend less time reporting and more time discussing.

Announcements

The South Carolina Service Coalition will hold a student volunteer conference with the theme “I Hope You Dance” on Saturday, November 16 at Midlands Technical College, Airport Campus.

The updated board roster is attached. Please discard all previous copies.

The next conference call meeting is scheduled for September 20 at 9:30 a.m. See above for locations.

Respectfully submitted,

Lauri S. Yeargin
SCCPA Secretary 2002-2003