

South Carolina College Personnel Association

Board Meeting Minutes

Date & Time: Friday, September 12, 2003

Location: Spartanburg Methodist College, Library Board Room

Members Present: Boyd Yarbrough, Jeff Brown, Art Hartzog, Cynthia Connor, Brad Harmon, Beau Seagraves, Bob Hanley, Beverly McAdams, Thwanda Davidson, Amanda Cox, Pam Havice, Michael Steele, Jason Cassidy, Steve Crudup, Ruby Brown-Herring, Haven Hart

Items in yellow indicate action required. .

Meeting was brought to order at 10:02am.

Minutes from June 16, 2003 meeting at Clemson University were approved; Jeff will have posted to web site.

Boyd conducted introductions.

President Announcements:

-ACPA/NASPA Announcement – Boyd announced that the ACPA/NASPA consolidation will not happen at this time.

-ACPA/NASPA E-Learning Series starts this September. Boyd has information if anyone is interested.

-Greg Roberts has been named the new ACPA Director.

-There are 54 institutions of higher education in South Carolina. Boyd has been to 27 of these to spread the SCCPA work. Boyd will be looking for volunteers to assist.

Patrice Green, Two-Year Rep and 2005 Spring Conference Chair has resigned her position due to leaving her position at Midlands Tech. Amanda and Boyd have looked at members from Two-year institutions and solicited involvement. Renee Holcombe, Greenville Tech; Emily Burns, Midlands Tech; and Sandra Wilson, Technical College of the Lowcountry all have an interest. Boyd opened the floor for discussion on the three. Jason suggested that each submit a profile and a statement of intent and then a vote be taken. Boyd will ask for each to submit a short bio and then Jeff will conduct an e-mail vote.

The HBCU rep remains open. Beau and Amanda were asked to look at the membership from HBCUs and see if there is any interest.

Ruby Brown-Herring was named the new Award Chair. Boyd reminded the Board about the change in timeline.

Fall Conference Update – Amanda and Pam

-Conference will be Wednesday, October 8, 2003 at Clemson, Columbia and Charleston. 8:30am-12:30pm. There is a maximum of 20 people per site.

-National Guard will help defray much of the cost of the satellite hook-ups.

-Amanda passed out the flyers and registration materials.

-Amanda also solicited volunteers for all sites, especially Charleston.

Spring Conference 2004 Update – Jason reported for Andrea and Rhonda

-Conference will be April 22-24, 2004 at Ocean Creek in Myrtle Beach

-The contract has been changed from last year to include 2 bedroom units.

-Prices will be \$99 for 2-bedroom units; \$79 for 1-bedroom units

-Thursday evening activities not planned yet; looking at a different structure

-Friday – possible panel of CSAO's instead of a keynote. Jason is looking for suggestions from a two-year institution.

-Looking at Charlie Fitzsimmons for the other keynote to follow up on the "Miles to Go" campaign

-Jason will have a tentative schedule for the October Board meeting.

Spring Conference 2005 Update – Boyd

-Boyd posed the question of location and format for this conference.

-Steve will address these areas in the Membership Survey

Past President – Haven

Haven reminded the Board that elections will be coming soon. Please get the word out. Make special effort to include people that are not involved.

President Elect – Jason

-Jason presented several logo possibilities to the Board.

-The Board agreed on an adjusted one to include a crescent-moon, palmetto tree and the SCCPA lettering. Jason will present the updated one at the October Board Meeting.

Secretary – Jeff

-Jeff will continue to e-mail minutes and updated board rosters instead of bringing hard copies. If you need hard copies, please let him know.

-Jeff will be revising the Policies and Procedures Manual prior to the October Board Meeting.

BREAK FOR LUNCH

Membership – Beau

-A current total of 157 members; up 27 from June 2003.

-Discussion about the listserv

-A decision to use Beau and Amanda for membership distribution was made. The listserv will be reevaluated.

Budget – Beau

-Possible request for funding will be coming from the USC SPA for the Graduate Faculty Forum to be held in Columbia.

-Boyd reminded about the need to fully document the request for funds.

-Haven noted that she will probably not need her budgeted amount due to elections being moved to an on-line system.

Newsletter – Brad

-Newsletter will be coming out no later than September 23, 2003

-Brad reported that there were a lot of submissions.

-This upcoming edition will feature a tribute to Paul Fidler and the original obituary from "The State."

REPRESENTATIVE REPORTS

Clemson SPA – Michael

- Already has had two meetings; due are coming next week
- Selling cookbooks as a fundraiser
- T-shirts in the design phase
- Inducted a chapter of Chi Sigma Alpha last Spring

Univ South Carolina SPA – Cynthia

- Working on an event with Clemson (tailgate)
- Starting a chapter of Chi Sigma Alpha – coming Fall 2003
- Boyd will be speaking at the next SPA meeting
- Will be hosting GSFF during the last weekend in January

Public Rep – Pam

Pam has cleaned up her list from last meeting.

Private Rep – No Report

Two-year Rep – No Report

HBCU Rep – No Report

At Large Rep – Steve

- Steve is currently working on the Membership Survey
- He solicited additional information needed on the survey.
- Let Steve know of any additional items that need to be asked on the survey no later than October 1.

Faculty Rep – Pam reported for Tony

- Clemson has a first-year class of 38
- Practicum and Internship Fair is coming up

Awards – Ruby

-Welcome Ruby!

-She is starting to work on the timeline for awards.

Palmetto Practitioner – Pam

-Beau will resend the "call for articles"

-Pam and Tony have an editorial board set

Development – Bob

-Bob is expecting to continue to have Sodexo, Aramark, MacGray donate for the spring conference.

-University Loft, Southwest Contract, Collegiate Concepts and WEB were all mentioned as potential donors.

Historian – Art

Art alerted the board that SCCPA is preparing for its 35th anniversary. He will be updating the SCCPA history before conference.

Human Diversity – Thwanda and Beverly

Currently working on a speaker for the spring conference

Technology – Jason reported for Linda

Jason reported that the University of SC can support our possible need for a secure server site that would support credit card payment. Jason will be getting more details.

Admin Asst. – Beau and Amanda

No Report

The next SCCPA Board meeting will be Wednesday, October 8, 2003 at 2:00pm in conjunction with the Fall Drive-In. Elected positions are expected to be in attendance; appointed are requested. Details of this conference will follow.

Respectfully submitted,

Jeff Brown

SCCPA Secretary