

**South Carolina College Personnel Association  
Executive Board Conference Call  
Friday, October 9, 2009  
11:30 a.m.**

**Welcome**

**Board members in Attendance:** Rhonda Mingo, Kelly Eifert, Roberta Bigger, Michael Steele, Jon Driggers, Steve Terry, Brian Lemere, Jason Cassidy, Tony Cawthon

**Review of September 17, 2009 Minutes and Approval**

**Officer Reports - including reports from members not in attendance**

- President (Rhonda)  
Working on member services items; **still looking for a Member Services director**; working on a letter to institutions and send out (w/ Jason's help) to recruit members; updated the website letter (it is up)
  - Membership/Technology (Jason)  
Website up to date  
193 members; (last call – 197); sent out 33 renewals for October; 26 still not renewed from September – sent another email to them to let them know member is expired. Usually see a boost from Grad students in applications (Clemson working on theirs); USC – no word about joining. Kelly – will talk with the SPA president about membership – can submit one check or do it individually  
Brian – mentioned that USC SPA put in request for money for projects.
  - Member Services (vacant)  
There was discussion about a graduate student filling this position, but is a two year position so a graduate student would have to take it their first semester and keep it both years. There is also the issue of continuity. Michael said he would be interested, but not doing both positions.
- President Elect (Jon)  
Awards are pretty much ready to go. **He will put it in newsletter and send it to Jason to put on website**. He is waiting to hear from ACPA about deadlines so we can include winners at the national level.
  - SCCPA traveling professional development series (Michael)  
October – sent information out for Drive In at Presbyterian. Afternoon sessions by Linda Jameison on job searching; StrengthsQuest session; they do have room for a 3<sup>rd</sup> session; Jason will do wrap up about SCCPA & Amy will do a promo for Fall 2010 conference. Bill McDonald is talking on careers in student affairs in the morning. Ideas for a 3<sup>rd</sup> session? Kelly suggested how to work with faculty and Rhonda offered to do a presentation on it.  
For lunch, Bill McDonald is looking at resources for that. Everyone is prepared to pay for own, but it may be partially covered (depends). Someone suggested to offer a discounted rate so we don't waste money, but encourages folks to eat on campus.
    - It was discussed if sponsorship money can be used for lunch (since they have to be recognized anyway). Sponsors have not been solicited or renewed because we can't offer what we used to with promotion/advertising. Roberta suggested to still request sponsorships, just let them know how we are changing this year. Steve said we really need 8-10 corporate sponsors at a \$500 level to match what we had last year. He can contact folks from last year; we need new contacts/sponsors.

- Cost of lunch per person? Michael thinks it about \$6.25/person. It was suggested for SCCPA to cover half of the cost (about \$3) and then participants purchase ticket at registration for \$3.25. It was also suggested to ask people to pay \$5 and we cover the rest. (Makes it clean, no change). Roberta moved to charge \$5 for drive in to offset lunch cost. In discussion, Jason stated he already sent out information, so do we make it optional? It was agreed to keep it optional. Kelly seconded and the motion passed (unanimous).
- There was discussion of doing a thank you gift to Presbyterian for hosting and doing work. It was decided to give 5 free memberships to SCCPA for a year and let Bill McDonald give out as appropriate. **Michael will create a certificate, Jason will work it out with Bill.**

In progress: Michael is inquiring about partnering with USC's College of Education for their Witten lecture series. **Waiting to hear back right now.**

- 2010 Fall Drive In (Amy G)  
Working on a survey; nothing new from last time
- Past President (Roberta)  
No report. Wants to write to the Presidents of institutions of current board members to promote SCCPA and provide kudos for their work.
- Secretary (Kelly)  
Will be working with Carrie to get *The Source* out soon. **Will email her today.**
  - Publications/The Source (Carrie) – Newsletter is in progress.
  - Palmetto Practitioner (Suzanne)  
**Suzanne had her baby! Congratulations!!** His name is Will...they are at home and doing well. Gave birth last week.
- Treasurer (Brian)  
We need money. ☺ No change since last month. Jon will make sure Brian gets email bank statements. He does have web access to account.  
**Jason – will call Brian to get paypal linked to account.**
- External Relations (Steve)  
Will start next week contacting vendors from last year to renew. Will review website and the levels and see what needs to be adjusted.  
Unsure about NASPA and working with their liaison for state. Roberta will help.
  - Clemson Faculty (Pam)  
No report
  - USC Faculty (Jenni Bloom)  
No report
- Director of Scholarship (Tony)  
No Report.
- Human Diversity (Telesia)  
No Report
- Clemson SPA (Alex)  
No Report
- USC SPA (Marissa)  
No Report

## **Announcements**

No announcements

Next board meeting/conference call is Friday, November 13, 2009 at 11:30am

The meeting was adjourned at 12:20 p.m.

Respectfully submitted,

Kelly Eifert  
Secretary