

**South Carolina College Personnel Association
Board Meeting Minutes
October 19, 2007
Fall Conference Drive-In**

Welcome and Roll

Meeting called to order at 9:39 AM

Board Members in Attendance: Jeff Brown, Jason Cassidy, Roberta Biggers, Boyd Yarbrough, Tony Cawthon, Beau Seagraves, Mac McArthur, Teri Cugliari, Beverly McAdams, Jennifer Jones, John Dingfelder, Karen Gibson, Art Hartzog, Rhonda Mingo, Travis Ballenger, Linda Jameison, April Palmer, Robert Overton, Scott Lewis, Helen Bailey

Review of Minutes

MOTION (Jason) Second (Roberta): TO approve minutes as submitted. There was no discussion and the motion carried.

Board Position Updates

No report

Fall Conference Update

Teri reported that we have 89 Attendees, 16 Institutions represented, 31 first time attendees at today's conference.

Spring 08 Conference

Helen reported that the theme will be on sustainability: "Creating a sustainable future for all". She provided attachments for deadlines, budgets, long term goals and action plans. We will continue to work with the College of Charleston for the Opening Reception. There will be a BOD meeting on Thursday afternoon before the conference. BOD members should contact Helen if they know (?). Some Keynote suggestions include: Deborah Rowe (there are cost considerations); ACPA speaker grants may be a consideration; Gene Luna (USC Student Affairs), David Whiteman (USC Faculty); Art Hartzog has a contact in the City of Charleston; UW-Seattle may have a contact as well.

Reorganization Process

Beau provided an update on the reorganization of the Board. The proposed changes to By-laws are attached. Once approved by the Board, the changes will be submitted to the membership electronically (November 1-30, 2007) for approval.

MOTION (Jason) Second (Beverly): That the By-laws be submitted to the membership as approved. There was no discussion and the motion carried.

The implementation plan will allow for "off-year" elections of 3 of the five executive positions. (Secretary, Treasurer, Director of Member Services, External Relations, and Scholarship)

Officer Reports including reports from appointed positions

President (Jeff)

Technology & Membership Chair (Jason) We currently have 288 members compared to 302 at this time in 2006. The 302 is artificial when compared to actual dues collected, etc. There was discussion about the ease of online payment. If you are interested in learning who at your institution are members, please contact Jason. **BOD members should send pictures to Jason by December 1.**

Marketing Chair (Linda) A brochure was distributed for approval and distribution to supplement the website. The Board is to review the handout and brochure and provide feedback to Linda no later than **December 1**. She will work with Mac on this as well. Several suggestions were shared and discussed.

President Elect (Roberta)

She will travel the state to confer with members on the timing of future conferences.

AA Conference (Karen) It will occur at Midlands Technical College in Columbia. Robbie Giles (Furman) will assist with the conference. There will be a BOD meeting at that conference. Kelly will work with Karen on the number of BOD attendees.

Past President (Beau)

Awards Chair (Danielle, no official proxy)

Lewis will cover the responsibilities at the conference and will work with Beau and Tony to cover the writing topic for the spring conference. Jason has updated the Awards website. There was discussion about tying the writing topic to the theme. The poster competition can not be tied to the theme for academic reasons.

Historian (Art) No report.

Long Range Planning (Rhonda) There is an attachment

Secretary (Kelly, proxy Scott Lewis)

Policy and Procedures update and changes: The BOD should review the online policies and procedures, especially the position descriptions.

Publications Chair (Mac) Deadline for next month is this Friday.

Palmetto Practitioner (Suzanne and Pam, Proxy Jeff)

The 2007 edition of the Palmetto Practitioner is available on the SCCPA website. We want to thank all of our contributors and reviewers for their work on this edition. The deadline for the 2008 edition is May 15, 2008 but we encourage ALL of you NOW to start talking to your colleagues about submitting articles for the journal. Look out for research projects, programs and issues about which you and/or your colleagues may be able to write. ALSO, if you attend any really good sessions today (or the spring conference) and think the presenter could turn it into a good article – please encourage him/her to do so!

Finally, here is a list of the new reviewers as we replaced a few who needed to step down this past year:

Jason Cassidy
Rene Sawyer
Beau Seagraves
Chrissy Coley
Art Hartzog
Linda Jameison
Beverly McAdams
Bill McDonald

Treasurer (Jon, proxy Brown)

The CD matured on October 12 and was renewed. PayPal is working well, but costs \$1.03 per membership renewed via PayPal. This should be added to the budget as a line item.

Development (Boyd) Two checks were collected to date. McCray and Outside the Classroom. More updates in the near future.

Public Institution Representative (April) She is working on solidifying the position description.

Clemson Faculty (Tony) – Two new faculty members have joined the Clemson ranks.

USC Faculty (Lewis) – Dr. Bloom will be approached to serve in this capacity in the future.

Private institution Representative (Travis) Moving toward formal communication to increase inclusion.

Two-Year Representative (Pete) No report.

Member at Large (Beverly)

Advocacy (Scott Lewis) The CHE, Phoenix Center, and SCCPA will meet this fall to push for a 2009 “joint” conference. Any agreements/arrangements will be formalized at this time.

Human Diversity (Telesia) The Diversity Plan (attached) is being reevaluated and revised. It was submitted to the Board for comment and review. Feedback should be given to her prior to the next conference call.

Clemson SPA (Jenny) \$1000 in travel grants were delivered to members. Jeff came and spoke to SPA. New elections will occur in the next month. There was good interest generated from the Career in Student Affairs drive. Buttons or marketing techniques should be used next year. More travel grants are being generated by fundraising techniques.

USC SPA (John) Elections are next month. He will work with Jenny to develop more membership drive and fundraising techniques.

Kelly thanks Scott Lewis and is extremely grateful to him for taking the minutes for her for today’s meeting.

The meeting was adjourned.

Respectfully Submitted,

Kelly Eifert (via Scott Lewis)
SCCPA Secretary