

MACADA Board Meeting – February 3, 2012
William Woods University – Columbia Campus
3100 Falling Leaf Court, Columbia, Missouri 65201

Call to Order:

The meeting was called to order at 10:49 AM by President Rachael Orr

Members present:

Rachael Orr, University of Missouri-Columbia
Paula Aguilar, Webster University
Christina Bowles, Missouri State University
Niki Harris, University of Missouri-Columbia
Jenny Steen, Metro Community College – Blue River
Lori Sherrill, Webster University
Temeca White, Metro Community College – Blue River
Adrienne Fink, University of Missouri-Columbia
Tyrone Davidson, Missouri S&T
Tracey Glaessgen, Missouri State University

Reports:

President-Elect: Paula Aguilar – No report

Secretary: Christina Bowles – No report

Treasurer: Niki Harris

Now has access to funds.

Vice President Membership: Jenny Steen

Jenny distributed the membership update, and we have 135 members. She suggested that we remove “Home Address” from the membership application, and try to mimic the registration materials for the MACADA conference. Most membership comes through conference registration, so this will be changed first, and the membership application will follow suit.

Vice President Programs: Lori Sherrill – Defer to New and Continuing Business

Central Representative: Adrienne Fink – No report

Southwest Representative: Tracey Glaessgen – No report

New and Continuing Business:

2012 MACADA Conference (Lori):

- Theme/ideas –Lori suggested we do three tracks with three sessions each. The tracks could be: 1) Advisor development/training, 2) Transfer students and new freshmen, and 3) Graduate and adult students. Presentation proposals would be based on one of the three tracks. For the theme, Lori suggested “Advising in the 21st Century,” which could be about technology, but also how to relate to current students. “Renew/Reenergize” is another suggested theme.
- Keynote –Paula suggested utilizing the NACADA website to look for a speaker. The proposed budget for the speaker is \$1500 to \$2000, with \$2000 being the absolute highest spent. Because of the conference date change in 2013, and Camden sponsoring breakfast, Lori estimated we could have about \$1400 extra to spend on either this year or next for the conference. It was suggested that Lori bid on a speaker at the NACADA Region 7 conference because this would cover the speaker fee. Lori will begin brainstorming and would like others on the board to be brainstorming as well about ideas for speakers. Suggestions so far include someone from the Journalism department at MU, students speaking about technology, and a seasoned advisor speaking about how advising has changed. The speaker will need to be booked by April or May at the latest. Paula mentioned that no contract was drawn up for Dr. Appleby, but the NACADA website has contracts that we can use for our speaker this year, since it was suggested that we have a contract drawn up for our speakers. Christina also offered to speak to the Director of Student Engagement at MSU about contracts.
- Conference Schedule
 - Preconference workshop – Tracey suggested that we gauge interest for a 2013 preconference workshop at this year’s conference by adding a question to his year’s conference evaluations. Adrienne also suggested asking attendees what they would like to see in a preconference workshop.
 - Panel sessions – Will return for 2012. The panel sessions could be longer – about 65 minutes. We could ask membership for topics or solicit the board for ideas.
 - Regional breakout meetings – Tracey voiced that in the past these meetings have not been the best use of time. This year was better, but attendees may prefer a break before dinner instead. Lori suggested that we color code the badges this year based on region so attendees can see who else is in their region.
 - Fun activities – Christina suggested a photo booth. The board discussed having a photographer, and the logistics of getting photos to everyone. Tracey commented that we may need a release form if we use the images in our newsletter or on our website. The board also agreed on having another happy hour.
 - T-shirt – Rachael will send out the logo to everyone. Jenny recapped purchasing the t-shirts from someone she knows that can print them for a reasonable price. Niki suggested polo shirts, but the board agreed to start with t-shirts. Paula suggested long sleeved shirts. The board agreed to have members preorder the t-shirts with conference registration, and pay at the conference, or prepay if possible.
 - Publicity/Advertising – Rachael has taken the old dates down from the web site, and she will add dates for 2012 soon.
 - 2013 Dates – Camden asked if we could move our 2013 conference date two weeks later. They offered to sponsor breakfast if we agreed, so our conference dates for 2013 are September 19-20. We will also try to negotiate a complimentary room for our keynote speaker. After 2013, we will be in a position to negotiate the contract with Camden for the next two years – 2014-2015. The 2014 regional conference will be in St. Louis, MO, but the board agreed that we should still have the MACADA conference.
 - Other topics discussed – The board discussed giveaways for the 2012 conference, including whether to only give them to new members, or to give them to all attendees.

We discussed budget concerns, and also wanting to find a way to commemorate the 20th anniversary of MACADA, such as a lapel pin.

Webmaster and VP of Professional Development Position:

The board agreed on the proposed job description, and we will vote to amend bylaws at the conference. We will also make a motion to vote on being able to vote electronically to amend bylaws. Tracey voiced the concern that we need to make sure we can meet quorum if we are voting electronically. Paula suggested putting the bylaws on the website.

Other business:

- Lori's wedding is July 6th, so the board discussed meeting options for June/July. The board agreed that June 22nd or 29th or July 27th would be good options.
- Jenny suggested changing the meeting time to 11:00 due to members arriving late. The board agreed to leave the time at 10:30 to keep the meetings from going too late in the day.

Date of next meeting:

- April 27, 2012

Meeting was adjourned at 12:46 PM.

Submitted by Christina Bowles, Secretary, Missouri State University