

AGENDA/MINUTES
J/CCSPAT BOARD MEETING
MARCH 4, 2010
HOUSTON, TEXAS

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| I. CALL TO ORDER | Kathy Kelley |
| II. WELCOME | Kathy Kelley |
| III. ROLL CALL | Jean Metcalf |

Board Members Present: Kathy Kelley, LaRonda Ashford, Jean Metcalf, Gaynelle Hayes, Mary Page, Sherrie Lang

Board Members Absent: Marie Light, Margaret Rapp, Angela Wenzel, Mike Scott, Parvin Behroozi Bagherpour, Eddie Sandoval, Richard Vela, Paul Goertemiller

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| IV. APPROVAL OF MINUTES | Kathy Kelley |
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- Gaynelle Hayes moved to accept minutes as presented; Mary Page second. Minutes approved by the board.

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| V. FINANCIAL REPORT | Kathy Kelley for |
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- Richard Vela

Treasurer's Report from June 31, 2009 thru January 31, 2010

- Total accounts balance as of 6-31-2009 was \$31,773.86
- Total Deposits \$2,895.55
- Total Expenses \$11,346.10
- Total accounts balance as of 1-31-2009 was \$23,405.61

VI. STANDING COMMITTEE REPORTS

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| A. Membership | Kathy Kelley for Richard Vela |
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No report. Kathy will ask Richard to update the membership in the e-mail list serve.

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| B. Historian | Kathy Kelley for Angela |
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- Wenzel

No report. Kathy will get photos from the 2009 conference submitted for the website.

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| C. Awards | Kathy Kelly for Eddie |
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- Sandoval

No report. There was an inquiry as to whether or not all retiring board members had received the customary plaque. Kathy will check with Eddie via email.

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| D. Research | Mary Page, Margaret Rapp |
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- Mary may submit her grant project involving community outreach through the churches once the final findings are gathered.

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| E. Legislative | Gaynelle Hayes |
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- Although it is not a legislative year, there is much going on. Developmental education is being emphasized and cost issues will require more reporting to the state. Health insurance is being looked at by the state with final decisions being made in May and to become effective this September with an anticipated 10% cut

in benefits. Also, there may be as much as 13% budget cuts in the coming year. Changes in formula funding are being discussed. There is discussion of CBM reporting changes to include student success in ABE, ESL and transfer students.

- F. Professional Development Kathy Kelley for Mike Scott
No report.

VII. OLD BUSINESS

- A. Web site Jean Metcalf

Mary stated that there are some pages on the website that submit error messages and Jean agreed to look into this. The website needs major updating and the suggestion was to look to old conference material and/or Vicki Geisel for updating the board member terms.

- B. J/CCSPAT Scholarship Jean Metcalf

LaRonda agreed to take over the scholarship committee due to increased responsibilities assumed by Jean for the 2010 conference. The following changes were made to the scholarship application: “applicant must be currently enrolled in an accredited Texas community college or university” has been replaced with “applicant must be a member of JCSSPAT during the year prior to submission of the scholarship application”. The request for high school transcript has been removed as a requirement as all applicants will already have a college transcript. All dates have been removed and replaced with month/day to make the years generic. Motion was made to accept these changes by LaRonda, seconded by Mary and the changes were approved by the board.

- C. 2009 CONFERENCE Kathy Kelley
for Angela Wenzel

Angela was commended on the great job she did in pulling the conference together in such a short amount of time. The programming was excellent as was the accommodations and food.

- D. 2010 CONFERENCE Jean Metcalf

The Courtyard Marriott in Allen has been contacted and tentatively set for the 2010 Conference to be held October 13-15. Room rates are set at \$109 and there is a \$8000 food and beverage minimum. Jean has made contact with TxAHEAD (the college and university association for disabilities) to provide a joint conference and share expenses. Their board is to meet within the next few weeks and will respond back. If they agree to a joint conference there is consideration of hiring “Dancing

Moose” to provide a 3 hr ethics presentation and extend the invitation to LPC’s in the area and provide the option of attending just for that session. Jean will report back as soon as she knows more.

The conference theme was chosen: “Bridging Partnerships for Student Success”.

LaRonda agreed to send out a “save the date” to junior/community colleges as well as university graduate programs.

Mary agreed to begin the process of obtaining exhibitors and sponsors. All members will be encouraged to submit a list of vendors that they use to begin building a list of prospective contacts. ACT, Noel Levitz and Who’s Next were suggested.

Kathy will prepare and submit the call for programs. LaRonda agreed to work on publicity and correspondence.

VACANT BOARD POSITIONS

Until the data is obtained and up dated on the web site, the exact number of vacancies is not known. Jean will begin to research this.

VIII. NEW BUSINESS

- A. June Board Meeting: will be held June 24 at the conference site in Allen. Jean will make arrangements for a meeting room, lodging (5-6 rooms) and lunch.
- B. Board Meeting Attendance: poor attendance is a problem and college budgets appear to be much of the reason. The viability of the organization is in question and will be re-evaluated after the 2010 conference. The question of marketing of the association was brought up and Gaynelle look for the brochure that was developed several years ago. There was discussion of once again using this paper method of marketing rather than relying strictly upon the website. This issue will be rep-visited in the June meeting.
- C. New assignments: Angela agreed to take over as historian and LaRonda as scholarship chair.
- D. 2011 Conference: Kathy asked that we begin looking ahead to 2011 and San Antonio was discussed as a potential site.

IX. Adjournment: LaRonda moved that the meeting be adjourned; Jean seconded; board approved adjournment.