

J/CCSPATE BOARD MEETING MINUTES
AUSTIN, TX
June 28, 2007

Members Present

Sherrie Lang
Marie Light
Gaynelle Hayes
Kathy Kelley
Jean Metcalf
Mary Page
Arnold Ramirez
Eddie Sandoval
Richard Vela
LaRonda Ashford
Mike Scott
Don Stafford

Members Absent

Debbie Kelley
John Baker
Mike Farnell
Vickie Geisel
Lola Redmond
Carolyn Beck

The meeting was called to order at 10:15 am by Sherrie Lang, President.

Roll Call

Marie Light, secretary, called the roll.

Minutes

The minutes were read. There were no corrections or additions. Gaynelle moved to accept them and Jean Metcalf seconded them. Motion passed.

Financial Report

Sherrie gave the financial report in John's absence. The balance as of May 2007 is \$39,800.62.

There was a question about the refund to Victoria College. Gaynelle asked if we have a policy in effect for refunds requested for the conference. The board members decided that we should have a policy with a minimum of two weeks prior to the conference for requesting refunds. It was decided to leave it up to the conference committee and Eddie said he would put something on the website about it.

Anyone requesting travel reimbursement should email John Baker for the form.

Committee Reports

Membership – Richard Vela

Richard had nothing to report. Mary Page suggested sending a blurb to colleges now asking for proposals. A discussion followed about costs for the luncheon at the conference and whether we would want to spend more money on a buffet or have a one-plate meal. Other charges were discussed: charges for vendors, breaks, etc. Sherrie was

concerned about increasing the conference registration fee and so it was decided that we would not have a buffet for the luncheon.

Historian – Kathy Kelley. Nothing to report.

Awards – Debbie Kelley. Eddie had heard nothing from Debbie. It was suggested that we need to recognize retirements on the website as well as at the conference. See Vickie for any help on the website. Board members were asked to check at their own institutions for retirements and let Vickie know.

Research – LaRonda Ashford. LaRonda will send out a request for research to colleges and check with universities also.

Legislative – Gaynelle Hayes. Gaynelle filled us in on the governor's veto on the health insurance allocation to community colleges. She said some colleges are getting their representatives to write letters to the governor. Sherrie asked if we want to send a letter to the governor on behalf of J/CCSPAT. Discussion followed. LaRonda will check on whether we are allowed to write a letter and she'll let Sherrie know. Individual members may do it as members of a community college and an organization.

Professional Development – Arnold Ramirez. Arnold is waiting for proposals for the conference. He'll let Eddie know what to include on the forms.

Old Business

Website – Vickie Geisel. Vickie was absent, but had emailed some changes she wants to make. She also mentioned getting the conference information on the website and for Marie to send the minutes to her to be put on the website.

There was a discussion about sending out postcards to colleges to inform them of the upcoming conference and the website address.

J/CCSPAT Scholarship - Jean Metcalf volunteered to be in charge of the scholarships.

Regional Conferences – Vickie had to cancel the regional conference she had planned.

2007 Conference – Eddie and Richard gave us an update. The theme for the conference is: Ft. Worth: Where the West Begins and the Learning Never Ends. They have a good committee working on the conference and already have several programs. Some will be on ethics, disabilities, civility, and other useful types of programs. They asked us to let them know what programs we would be interested in. They have a Happy Hour dance instruction planned for Wednesday night, lots of LPC credit, and are looking for ideas on Thursday night entertainment. Eddie mentioned Sundance Square – a place that has shopping, restaurants, and museums. We might sign up for some different things and car-pool to them.

It was also mentioned to remind board members to take door prizes to the conference. Don has the scrapbook and will get it to Eddie. Eddie has the quilt. Richard will work on evaluations.

2008 Conference – Kathy Kelley said she might have a flyer available at the Ft. Worth conference telling about the Houston conference for 2008. She is looking at hotels – maybe downtown or around the Galleria. She also mentioned a winery at Sugarland.

Travel Reimbursement – Marie gave a report on the responses she received from board members concerning reimbursement for the February board meeting as well as the June one. Nine members said their expenses would be taken care of by their institutions, six said there should be either all or partial reimbursement for the February board meeting. Gaynelle made a motion that we provide travel reimbursement for those who cannot receive it from their institutions. LaRonda seconded it and it passed.

Retirees' Fees – Don gave Lola's report. It was recommended that the conference registration fee stay the same, but reduce membership fees for retirees by \$5.00. Gaynelle suggested waiving membership fees for retirees altogether. A discussion followed and a motion was made to give retirees a lifetime membership. Jean Metcalf made the motion and Don Stafford seconded it. The motion passed.

Revising the registration form – Eddie said they are working on it.

New Business

Nominations for new officers – The nominating committee will be headed up by Sherrie Lang and she will contact the other officers by email. Gaynelle recommended changing the by-laws to include those who are willing to run on the board for another term. Jean seconded the motion. It passed.

Don asked if there was anything in the by-laws to prevent retired persons to serve as officers. Gaynelle said we should leave it in the hands of the nominating committee.

Cindy McAlister resigned from the board.

Mike Scott asked about travel reimbursement and how it would work in the budget planning. Sherrie told him it would work out.

Mary Page asked if we send J/CCSPAT information to all 50 community colleges in Texas. A discussion followed. Sherrie will do the letter but asked for input from the board. Also, she will include the poster. Gaynelle suggested customizing the letter to individual colleges.

LaRonda mentioned a university liaison. We used to have one. Lola is looking into getting another one. Eddie will talk to someone he knows to see if he would be interested. LaRonda will contact Univ. of Houston.

Gaynelle mentioned that graduate students get a reduced conference registration fee if they are not working full-time.

Also, job openings should be listed on the website and maybe brought to the conference.

Kathy asked about bags for the conference and if they want items donated for them. If so, mail them ahead of time to Eddie.

Sherrie said that any board member whose term is ending this year should notify Sherrie in writing or by email at least two weeks prior to the conference if he or she is interested in serving another term.

The meeting was adjourned at 2:20 pm.

Respectfully submitted

Marie Light, Secretary