



WCPA Executive Board Meeting

Thursday, December 9, 2010

10 a.m. - 3 p.m.

Smith Hall, University of Wisconsin Madison
35 N. Park St.
Madison, WI 53719

Present: Carolyn Bell, Jon Cleveland, Matt Suwalski, John Gerow, Mandy Briggs, Ashlie Kohl, Peter Rejto, Angie Bong

10:45 a.m. Greetings and Welcome to John!

Introductions to John

Conference Review & Updates (Ashlie & Mandy)

2010 Conference Overview

Do better announcements for vegetarian food options. Possibly do a meal ticket for Vegetarian meals.

Add gluten free to the food options.

Change location of the social to the "game room" in the hotel so that the area can be bigger.

2011 Conference Overview

40 years should be a part but not the whole thing.

Have cake to celebrate 40 years

Have different presentations for the eras, have the past presidents do the other presentations

Ideas, either 4 part or 3 part

4 part would look like

Welcome: 1971-1981

Lunch: 1981-1991

Breakfast: 91-01

Right before keynote: Future 01-11 done by Current Executive Board

3 part would look like

Welcome-Past

Breakfast- Present

Right before keynote-Future

People thinking about good keynotes, possible topics: Moving towards the future or Issues of Change Theory

Conference Booklet-Angie thinking about if UW-Eau Claire professional will do booklet or not. Matt will be looking into people at UW-Oshkosh and the cost of printing a book.

Possible new theme: "Celebrating the Past, Living in the Future, Creating the Future"

Invite Program Sessions from the past

Student Affairs 101 Feedback (Carolyn)

Some logistical issues with food and presentation areas

Conversation about what to do at the start of the conference

Possible Ideas: Icebreaker, Sessions on Resume, Leadership, have a professor do a "mini or mock class", Careers in Student Affairs, Students would go to 2/3 of these

Possibly have people break into years in college instead of years at WCPA.

Budget Updates (Peter)

Budget is in great shape.

Revenue projected was almost dead on.

Food increase, Jump Drive, and Technology decreases to our budget

We have \$20,000.

How do we spend some of this money?

Possibly give out scholarships for conference attendees

Can we send more program presenters to ACPA?

How does this play into our strategic plan?

Give members dessert after meals like they requested?

Membership Updates (Jon)

Review of Action Items

Get an accurate list of members

Have conference attendees register as members.

Change applications for membership to emphasis commissions

Plans for Newsletters

Conference Evaluation (Ashlie), Prioritizing WCPA (Angie), Financial Snap Shot (Peter),

Commission Overview (Comm. Chairs), Preview of 2011 PDI (Matt), Save the Date for

Fall 2011 (Mandy), Find archived newsletters, ACPA/NASPA Consolidation (Angie),

Welcome to John and Mandy, List of new board

Articles Due to Jon: January 15, Newsletter out by end of January

Technology & PDI Updates (Matt)

Technology

Matt will be transitioning John

Webmaster, Programming-Matt

Web Content, Website Update, Communication, Receive member updates and e-mails-John

Around the conference- only one e-mail a week

Any info. should be sent to John by Friday, John will send out in Monday

Put e-mail on the Website on an Information Post so that people can refer for past information.

Create a communication plan prior to the conference

Before sending stuff to John to send out to membership, send stuff to the board and people can add information if wanted.

PDI

Passed around e-mail that will be sent to the membership

Keynote is Dr. Tony Dallmann, Marian University

Let Matt know of ideas for speakers

Friday, April 8 at UW-Oshkosh

ACPA Updates (Angie)

Reviewed ACPA Start of Year Mid Year Report

Successes and Challenges of Board

Success: Further Development of Commissions, Financial, New Revenue for Conference, WCPA 101, Forward Planning and Thinking,
Challenges: Residence Life, Diversity, Gaining more members, Getting program submissions

Not going to do the State Table at ACPA but Angie will still attend

Nominated WCPA for the Innovation Report and Membership Award

WCPA Commissions Discussion

Needs to be separate conversations for Commission Chairs and Executive Board and then mold the two together if can be

Need to determine what commission chair position will be on the executive board

Thoughts

How do Commission Chairs see their position?

Value when they were at the Summer Meeting. If at meeting, need to be fully engaged in meeting.

Call to Question: What is their fit? What are their expectations?

There is NO rule about having to be an executive board member before being president. So any commission chair could run for president.

Winter meeting is only for executive board members; At the PDI, we host a commission meeting; A part of our summer meeting and pre conference meeting consists of a commission chair and executive board joint meeting

WCPA Strategic Planning & Inclusion Statement Discussion

Have an inclusive statement – now how do we put this into act and be intentional with it or create a plan?

How do we create a strategic plan? Create the strategic plan at the summer meeting. WCPA used to have a strategic plan... Matt went over and will send out to everyone.

Suggestions: use post cards to develop themes, get member feedback.

What are some key questions that we can ask people?

Where do you see WCPA going in 3-5 years?

Suggestions for improvements of WCPA?

What are the strengths, what do you like about WCPA?

What is the next step?

Survey Monkey, Lunch at PDI (Informal, Relaxed), Put a card in folders, Collect separate feedback forms from Past President and Commission Chairs.

Adjourn at 2:55 p.m.