



WCPA Executive Board Meeting

Wednesday, October 19, 2011

1 – 5 p.m.

Lake Delton Board Room

Wilderness Resort, Glacier Canyon Conference Center

11:30 a.m. Lunch at Uno's

1:00 p.m. Conference Review & Updates (Ashlie & Mandy)

- Total Number of Attendants-
 - Numbers are currently down from last year. May be due to WACAC
 - Numbers for Pre Conference are around 20 – 25
- Review Schedule of Events
 - Error in book, oops!
- Trivia
 - Looking for someone to help host trivia
 - Sheila volunteered if needed.
- Keynote Speaker
 - Will be arriving Friday morning.
 - Will look for gift for her.
- Cake- who can pick it up?
 - Maigan and Peter will pick it up.
 - Peter will bring check to pay.
- Registration Packets- 1 volunteer to assist with registration
 - Sheila will assist with registration.
- Stickers for Lunch
 - Mandy explained what the different stickers meant.
- AV Equipment
- Thank You
- Future Planning of Conference (possibly adding more people or a committee)
 - Student Intern
 - A committee may be difficult.
 - Assigning tasks to different people.

- 1:45 p.m. Student Affairs 101 (Carolyn)**
- Ready to go!
 - 58 registrants, 17 searching, 28 exploring, 13 committed
 - Graduate Students who can help with panel, let Carolyn know if you can be there on Saturday.
 - New this Year: Chancellor Ford, having a discussion.
Added a session on student development theory, Intro to Student Affairs, Resume Session- Students will be able to pick two of these tracks
 - 1:30-1:45: Meet and greet with executive board.
 - Chancellor Ford will do a presentation to begin the conference to the students.
 - Discussion of how to coordinate rides for campuses that schedule WCPA problems.
- 2:05 p.m. Budget Updates (Peter)**
- Will lose money on the conference because of the lack of attendants.
 - Matt will look to talk with Jason and Joe about one of them taking the Communications position.
 - Add the current president and treasurer to the bank account so that we can we have the checkbook checked and balanced.
 - We're going to do an audit of our checkbook accounts.
- 2:15 p.m. ACPA Discussion**
- Talk about role within ACPA
 - Talked about other strong organizations around the country.
 - Matt will give Peter a briefing on the state meetings at WCPA
- 2:19 p.m. Technology Updates (Matt)**
- New mail program will show the history of when things went out.
 - Will show you how many people opened mail, how many people clicked on links and what links people clicked on.
 - You can check sample e-mails.
 - You can validate e-mail so that it does not appear as spam.
 - This mail system is free until 10,000 e-mails a month. Each person that it is e-mailed to is counted as one e-mail.
 - Change technology chair to Communication Chair
 - Matt is looking to put e-mail into non html code so that anyone could do that.
- 2:45 p.m. Election Updates (Carolyn)**
- Peter will be the 2011-2012 President Elect
Ashlie will be the 2011-2013 Secretary
Shannon will be appointed to Membership Coordinator
Peter Vander Zanden will be appointed to Mental Health Commission Chair
- Open Position: Treasurer- Joe Haferman, Jason Bertrand, Maigan Wipfli,
Conference Chair Elect- Maigan Wipfli, Becky Landenberger
- Conference Chair Elect: Creativity to the position, knowledge of the position.
Treasurer- talk to them at the conference
Communication Coordinator- talk to them at the conference

Treasurer
Diversity
Communication
Leadership and Involvement
Professional Development Chair

3:30 p.m.

President Updates (Angie)

- Strategic Plan Refinement
 - Review strategic planning. Angie will hit on key points at conference. After the conference we will be posting 1-4 on the website with a forum for members to provide feedback.
 - Break this down into three areas under each category, from there divide our goals into them.
 - Networking, Leadership, Programs
 - On Fridays, go over Strategic Plan outline.
- Awards Process
 - Issues:
 - Getting people to apply for awards.
 - Award process starts right after the conference and goes throughout the year until the final deadline.
 - Targeting people for positions.
 - We need a new game plan.
 - Can we award WCPA
 - Adjust timeline: January through June 1
 - Awards Criteria
 - Look at the criteria for awards.
 - Define different award criteria.
 - Define what person receives.
 - Layout of award formats.
 - Plaques
 - Allow more time for ordering plaques.
 - Randy Thrush WCPA award
 - Keep it loosely defined. Take away the three years of programs.
 - Change it to service to WCPA, a minimum of three years to WCPA.
 - In one or more of the following areas.
- ACPA Updates/Important Dates
 - Showcase program submission - Nov. 11
 - Have person contact Matt about program submission.
 - Ancillary program deadline - Nov. 18
 - ACPA Awards deadline - Dec. 16
 - We will apply for State Division
 - Summer Leadership 2012 (Las Vegas) - July 16-19

5:00 p.m.

Last Minute Conference Help OR Adjourn