

WCPA Board Meeting

Date: July 11, 2018

Location: Google Hangout



Wisconsin College Personnel Association

Present: Adam, Jacqueline, Crystal, Bill, James, Danielle, Sheila, Tasia

Talking Points

- **Fall Conference Updates**
 - **Sponsorship update from Bill**
 - St. Cloud State is doing the Gold level sponsorship, St. Mary's is also interested in a sponsorship. St. Cloud sent Logos to Crystal.
 - Gold Level sponsorship is still \$700
 - **Communication update**
 - Crystal needs bios and pictures for various speakers (ATP, Tori)
 - We will need a tax exempt form to send out to everyone.
 - People will need to call when making reservations, mentioning WCPA/Tax exempt
 - Those being reimbursed will need to bring a letter from the employer saying that they will be reimbursed, the form for tax exemption and a tax exempt card.
 - Last email went out on July 6th.
 - Do we want to list tracks on website and other areas?
 - **Speaker update**
 - **Updates regarding transportation for ATP**
 - Tracey still hasn't heard back yet regarding transportation. We can't really do anything going forward until then. Have Tracey reach out/follow up ASAP.
 - **Tech update**
 - **PhD panel or speaker?**
 - **St. Cloud State and St. Mary's both interested in potential panel**
 - Crystal - Making sure that they are general with programs, where people go after their programs, but not focusing only on what happens at their institutions.
 - Create a sampling of topics or have a moderator to have the audience ask questions
 - Direct more specific questions to after the program
 - We could ask Kristin to be on the panel. Ask others who have a PhD as well.
 - People in programs (different types) and others who have completed programs
 - Kristin could also act as a moderator.
 - For the session, have a quick general intro, followed by panel. Moderator could take part as part of the panel as well.
 - Bill will get in touch with Kristin to see if she would be interested or available for the session.
 - **Program proposals updates**
 - Jacqueline is working with ASCA, planning on 4-5 sessions

- We will have around 19 or so presentations needed
 - Within our different tracks
 - SSAOs will have a presentation as well.
 - Add track information to program proposals
 - **Swag**
 - **Start collecting swag if you can**
- **Liaison messaging for membership and conference**
 - Continue to have people register.
 - Will have to remove duplicates as they come in
- **SA 101 updates?**
 - Working with sponsors
 - Bill and Steph will update the group as they can. Working on recruiting speakers.
- **Any updates for membership or site?**
- **Social Media**
 - How do we pay for items to promote them? Work with Sheila to determine best way to pay.
- **Other items**
 - Continue to accept checks for conferences and sponsorships
 - Sheila will create a template for an invoice.