



**NASPA Region I Advisory Board Agenda
Friday, April 28, 2017
Merrimack College**

Present: Abrahamson, Aurelien, Bassett, Black, Brochu, Cabello, Carducci, Catoe, Daugherty, DeBurro, Diaz; Fienman, Fitzpatrick, Fowler, , Golden, Golden-Battle, Hall-Michel, Hay, Heiser, Hughes, Johnson, Jones, Kennedy, Kosses, Lubin, Mantolesky, Martin, McDonough, McGrath Moriarty, Nangle, Quinn Rosa-Martins, Rossett, Sidelko, Stanley, Stender, Stoops, Taberski, Twomey, Wark, Wallace, Zelesky, Zito

Virtually Present: Dougherty, Goepfrich, Kalagher, LoMonaco, Sanders,

Conference Committee Members Present: Angell, Cabal, Johnson, Kenney (virtually), Lynch

Board Actions

Motion: To approve minutes

Motion: To raise early bird conference registration rate by \$100 and set the remaining rates according to NASPA guidelines

Motion: To allocate \$150 for lunch for the History Committee Meeting.

Motion: To allocate \$750 annually for mid-senior level.

Motion: To allow 2018 conference to be booked for one year. (Did not pass)

Motion: To select same conference site location for two (2018-2019) years.

Motion: To adjourn

Moriarty welcomed the Board and all new members.

Motion: To approve of Meeting Minutes 1/19/17. Motion to approve- Golden second Abrahamson
Motion passed

2017 Regional Conference Updates

David Golden updated the Board on plans for the 2017 regional conference. Opening Speaker will be Chris Mosier. Closing speaker will be Dr. Marybeth Cooper. Committee plans on highlighting city of Springfield throughout the conference. The committee is also cleaning up legacy items – working in Google drive over the past few years on conference committee to pass on knowledge from one year to the next.

Angell talked about program timeline—Call to programs and call for reviewers is on May 1 Pre-conference will also be part of the regular program proposal application. Programs will be due on June 30, which gives 6 weeks to review. Angell encouraged the board to be involved at all levels. Send topics of interest to Angell so she can reach out to potential presenters. Speaker’s announcement will also go out on 5/1

Kenney and Smith are working on conference sites for 2018-2019.

Twomey is working with Foundation on Silent Auction. Will be using Bidding for Good. Talking with 4West about splitting the cost of Bidding for Good.

Lubin talked about SALT proposal, which is to offer two different tracks during SALT. One would be exploratory—about the field for people who are just thinking about the field. Another track for those who are more ready to enter the field and looking at grad schools/jobs.

Discussion about this ensued among board members as to benefits/drawbacks to this plan.

Zito pointed out that we need to ask what the purpose of SALT. Is it about a broader exposure for the students or is it focused on those who might be choosing Student Affairs as a Career. Careers in Student Affairs month is about exploration. SALT is about leaders of tomorrow. Lubin will take Board comments and go forward.

Golden said that committee is exploring new opportunities for entertainment at the conference. Asked board to send him ideas related to entertainment.

The total expenses of the 2016 Conference \$204,000 Revenue was approximately \$160,000. Revenue has not kept pace with expenses. Johnson (Committee Treasurer) has been doing research on revenue and expenses at conferences. Margin between income and revenue is narrow. Board needs to decide if they want to cover the difference. Should we look at conference generating some revenue to fund other programs in the region?

Conference registration fee does not cover cost per person- particularly the early bird rate. Graduate student member rate is significantly discounted as well. (About 50%) of the actual cost. Budget is around \$200,000. Income projections are about \$150,000, which leaves a shortfall of \$50,000.

Related to sponsorship- \$8000-\$10,000 in any given year- not really enough.

Average number of registrants from 2014-2015 and use them to project cost per person for this year would be \$375.00 per person. Current rate is \$275.00 (early bird) Johnson encouraged the board to think about getting to a break-even point as a target. Bassett noted that the Early Bird rate timing is rather long. Johnson agreed but did not think it would have a major effect on the overall picture.

Sidelko asked how many years we were running in a deficit

2016--\$28,000

2015 +1000

2014 -\$23,000

Sidelko asked how much of the overruns are related to operation costs/adherence to budgets. Golden pointed out that costs sometimes can be uncontrollable- booking sites 2-3 years out—sometimes prices change over the course of time.

Black asked if it was just the location that made a difference or were there other things that made a difference. Golden pointed out that we have not raised the rates for the last two conferences. Kosses pointed out that the revenue for the Silent Auction does not go towards conference revenue. Expenses for auction do go through the conference.

Fienman pointed out that the Board has a fiduciary responsibility. The Board has always maintained a policy about having enough money in reserve to cover the loss of the conference. We are expected to earn money for the conference. We have alternated from expensive to less expensive sites over the years.

Schedule is impacting cost significantly. Our size prohibits our ability to use certain places. It has become necessary to move to conference centers, which are more expensive than using hotels.

Kenny discussed the conference ending on Wednesday. The Wednesday ending is hard on presenters since many people leave early. She proposed holding SALT Saturday and Sunday. She also proposed starting the regional conference on Sunday Afternoon ending on Tuesday with banquet, starting in 2019. There are significant financial implications of ending on Wednesday, since many members indicate they are going to stay through Wednesday but end up leaving early.

Moriarty pointed out that SALT would benefit by being held on Saturday/Sunday. Student participants would not have to miss classes.

Moriarty pointed out that our goal has always been to rotate around the region for conferences but we can no longer do that since given our numbers there are not enough multi-purpose spaces in the hotels/conference centers.

Kenney talked about options 2018-2019. Estimated attendance in Burlington was 450- actual was 600. So they are estimating 600 for future. Looking at Hartford/CT Convention Center and Rhode Island/Providence Civic Center.

There are some incentives from these sites if we sign 2-year deals. Hartford will reduce space rental fee to 0 but we pay tax. RI is offering to maintain hotel room rate for 2 years and we don't pay tax. Will also take 25% off food and beverage cost if we meet our food minimum.

Moriarty pointed out that we have to book 2018 soon. Both of these options are about even in cost. Hartford is a little less expensive. NACA has also booked Hartford during a time near NASPA. Providence has more to do in the evening and in town.

Cabal talked about the A-V costs at each location. They can be expensive.

DeBurro expressed concern about states that are underrepresented. Golden pointed out that there does not seem to be a big impact no matter the location. Sidelko pointed out that for some, holding the conference in Hartford, it could be a 6-8 hour drive. Providence is 4-5 hours.

Moriarty said this is a 2 consecutive year deal from both states. Question about the phasing in of registration rate increases.

Diaz asked about hotels in Connecticut and pointed out that Connecticut members have been traveling 5-7 hours for every conference.

Kosses pointed out that we need to commit to two years based on budgets. Kosses asked Kenny about two hotels close to each other near a conference hotel.

Moriarty pointed out that board needs to vote on 2017 rates, then about locations

Fowler pointed out that we might not have enough information to make an informed vote today. Moriarty asked what was necessary. Fowler pointed out that board needed time to process information.

Wallace asked about difference between hotel costs between Providence and Hartford. Johnson pointed out that it is a \$10 difference.

Bassett concerned that there are many new professionals that think of conference as a “get away”. Maybe Board should not reimburse for Silent Auction (Moriarty deferred this decision to June).

Twomey clarified that we have to vote on 2017 rates. Pointed out that commuter rail goes right to Hartford. Hay pointed out that Providence Civic Center is close and there are more economical hotels in and around Providence and there is lots of transportation into and out of Rhode Island.

Kosses pointed out that early bird rate should reflect the actual cost of the conference. Bassett pointed out that if we have 60% registering for early bird, we should shorten the timeline for registration.

Motion: Golden raise early bird rate by \$100 and set the remaining rates according to NASPA guidelines
Second by Heiser

Cabello pointed out that perhaps there are things we can do as a board/conference committee to mitigate costs.

Martin asked about raising it less than \$100 and reduce timing on early bird.

Sidelko pointed out a more incremental increase.

Stender asked if there are 600 people at a convention center will the board need to increase rates again in the future.

24 yes, 17 no 7 abstentions

Motion passes

Knowledge Community Task Force Report

Discussing for input only- we are giving feedback to the National Office Discussion about where KC ‘s reside. Issue: do KC’s report to regional board or to the national KC board. KC’s who are recruited nationally, not always sure about regional responsibilities. Recruited regionally, may not understand the national role.

Nationally, KC coordinator did research on KC’s nationally. They held conference call with regional directors. Did conference call and survey with national KC chairs, reps regional coordinators, and public policy, survey of any NASPA member who affiliated with a KC.

Summer national board meeting the board will vote on recommendations outlined in the report

Board discussed the impact of the proposal on the region and national organizations. Lots of changes at the national KC level that makes work at the regional level challenging. Suggest that the KC's get together periodically. Beth will take regional opinions to the national board meeting.

SSAO Institute Attendance (follow up from January)

Lo Monaco raised the question about the SSAO institute and who should attend. We need to be clear in our publicity. Initially it is for the Chief Student Affairs Officer however some AVP's have signed up. Should VP and Dean both attend? There is no real strong sentiment among current SSAO participants. Lo Monaco wanted to hear from Board first.

LoMonaco thinks she should poll the SSAO's before conference registration. Diaz stated that he attends because his SSAO does not attend. He asked how many #2's attend the institute. LoMonaco said that there were 4-5 #2 at institute out of 25 people. Institute would still exist without #2 SSAO.

Taberski talked about the concern about #2 stifling the conversation but also concerned about excluding people. SSAO's should be able to handle a conversation with number 2 in the room. Suggest a survey that LoMonaco sends out and act according to results.

Budget Request – History Team Meeting

Fienman announced that on Wednesday May 17 at Bentley University the History Committee would meet to organize historical files. Update on elections, RD lists, board members, Region 1 "firsts" Fienman suggested that people look at website for history section. She also requested \$150 to provide lunch for the group.

Motion: To allocate \$150 for lunch for the History Committee Meeting. **Motion** by Fienman. **Second** by Black

Motion Passed

Budget Request – Mid/Senior Level

Black requested a permanent budget line to help with future programs. They had a network meeting and career planning. Spent 450 on lunch and 150 on speakers

Looking for a \$750 budget line annually

Lunch: \$550

Materials: \$150

Misc. \$100

Motion: to allocate \$750 annually for mid-senior level. **Motion:** Black. Second: Wark

Motion: passed

Moriarty presented the 2018-2019-conference proposal The Board can vote on 2-year commitment then conference committee will make location selection. Kosses walked board through the proposal. Moriarty pointed out as the region gets larger the costs gets higher.

Motion: 2018 conference is booked for one year. **Motion:** Sidelko **Second** by Fienman.

13 in favor 21 opposed 9 abstentions

Motion did not pass

Motion: To select same site location for two (2018-2019) years. **Motion:** Stender. **Second:** Abrahamson

21 yes 13 opposed 8 abstentions

Motion passed

Regional Director Updates

Moriarty- shared note from Nancy Stoll at Suffolk about her retirement gift from board.

NASPA website has a regional advisory board page—make sure you are listed on the page, in the right position and that your information is correct

NASPA National 2017 was successful conference- Nancy Crimmin was national conference chair and represented Region I exceptionally.

Two national award winners from the region: Melinda Stoops and AnneMarie Vacarro

Board of Directors

There has been a transition in leadership at the national level

NASPA Board Chair: Deb Moriarty

Faculty Council Division: Tim Ecklund, SUNY Stonybrook

Small Colleges and Universities: Trina Dobberstein, Baldwin Wallace University

Professional Standards: John Hoffman, California State University

Public Policy: Larry Ward, Babson College

Knowledge Communities: Ellen Meents-DeCaigny, DePaul University

Member at Large: Denzil Suite, University of Washington

Equity & Inclusion: Ajay Nair, Emory University

2019 Conference Chair: Jason Pina, Ohio University

National Board also renamed the Latino/a KC to Latinx/a/o Knowledge Community

New KC approved: Sexual and Relationship Violence and Prevention

Update from NASPA/Chronicle on Student Centered University research that highlights critical role that student affairs plays on college campuses

New report on predictive analytics funded by the Lumina Foundation

NASPA co-sponsored the Act on Dream summit in Washington DC.

NASPA upcoming conferences in the spring include: Assessment and Persistence, Convergence on Spirituality, Mid-Level Institute, College Men and Civic and Democratic Engagement.

Region 1 Board retreat on Friday, June 2 at Quinnipiac

Budget

Kosses reported that the 2016 regional conference expenses were \$204,000 and revenue was \$176,000 conference. Silent Auction \$12,195 revenue- \$4,527 expenses

Knowledge Communities

Stanley is working on a recommitment process for KC reps to reaffirm that they are committed to second year of their term. There will be some vacancies posted on Volunteer Central.

Wellness and Health Promotion- you can submit spotlight promotion to Jill Bassett to highlight in the newsletter. KC's are doing lots of collaboration. Stender announced brown bag lunch on opioids at Merrimack on June 8th.

Foundation Update

Jones reported out on the Foundation. The Region has met dollar amount of goal but is 20 people short on donor goal.

Reminded board that everyone is required to give to foundation. Greg discussed the function of the Foundation.

Moriarty pointed out that we have \$2000 in research grants. There is interest in conducting research on effectiveness of our institutes. Riseemeyer and Zito are going to offer four \$500 research grants to research on SALT, Mid Level, NPMi and the Diversity Institute.

MLI

Moriarty for Kuster: All MLI committee meetings have been held via ZOOM. 20 participants in MLI. Participants represent region well. There were 35 applications for MLI. Kuster worked with NASPA office to have an online application. The next session on 5/5/ at Brandeis.

Diversity Initiatives and Ubuntu Leadership Institute

Golden-Battle reported that the Leadership Institute for student affairs professionals of color is meant to talk about challenges and how to overcome challenges and barriers and to network. The committee is planning to have the institute be cohort based. They are interested in finding out why professionals of colors stay in the region? Rissmeyer will help with surveys. They want to create an institute that meets the needs of members and provides mentors for participants. Mentors are people in the field for no less than 8 years. Wanted a diverse group of people.

Mentorship allows participants to think and reflect on what they are learning. Committee is hoping that survey will result in understanding other identities that are not covered. This Institute will be offered as a pre-conference program at 2017 regional conference. The theme is: The theme is "I am who I am because of who we all are". They are looking for mentors throughout the New England region. They are focused on creating a pipeline in NASPA leadership for professionals of color. Members of the committee are: Golden-Battle, Raul Fernandez, Dennis Camacho and Jacinda Felix Haro.

Awards

Heiser pointed out that it is challenging to get nominations. Awards require a minimum of 2 letters of support. Encouraged board to nominate people for awards. Goal is minimum of 2 people per state. Heiser has a database of past award recipients. He also handed out an awards nomination deadline schedule noted below.

State and Regional Awards: July 7

Regional only: August 4

Rational and National Awards: August 4

National only: November 3

State & International Director Updates

Connecticut

Goepfrich reported that they working on hosting drive in on June 22 with network social. Supporting ASCA CT for midlevel institute. New graduate program for current graduate students giving them mentors Connecticut to help with job process. Also have 2 vacancies on the board.

Maine

Sidelko is rebuilding the Maine membership. There are currently 62 members- goal of 100. She is holding a planning meeting on 5/19 and working to collaborate with UMAINE and community colleges.

New Hampshire

Taberski reported that New England College is hosting an assessment conference on 5/17, which is co-sponsored with NASPA.

Vermont

API social will be held in Vermont on May 27th. VT life skills drive in conference for 9/30/17

International

Masterson is trying to encourage more international attendees to regional conference. Golden will follow up. UCD offered option to hold board meeting in Dublin for Region 1 in 2017 or 2018. It would be a small conference of 40-80 people. Board will consider this option.

DIVISION UPDATES

Small Colleges and Universities

Wark anticipates a meeting by the end of June with colleagues around the region

ANNOUNCEMENTS

Abrahamson announced that the NPMI last session is on 5/5. She expressed concern about attendance at the institute this year.

Johnson announced that the newsletter linked with Twitter (Johnson) Tumblr is a little difficult to use for those who are not familiar with platform. She is struggling to get content. Moriarty reminded KC's that they need to provide content for the newsletter.

Moriarty reminded board about Zoom available to all board members but we can only do one meeting at a time. She asked board to give her advance notice about using the service.

Motion: to adjourn. **Motion:** Stender. **Second:** McDonough

Motion passes