



**NASPA REGION 1 ADVISORY BOARD  
MINUTES  
JUNE 12 & 13  
STONEHILL COLLEGE**

**THURSDAY, JUNE 12, 2014**

**PRESENT:** Kyndra Angell, Alison Black, Teresa Brown, Alex Cabal, Connie Cabello, Elissa Carroll, Jen Casavant, Nancy Crimmin, Chris Darcy, Rich DeCapua, Babara Fienman, Allison Gill, Jamie Glanton Costello, Sharon Hay, Ali Hicks, Queena Hoang, Carole Hughes, Scott Kane, Jenn Kosses, Erika Lamarre, Brian McCoy, Kris Niendorf, Michael Ormsby, Kristopher Perry, Lee Peters, Nick Pirelli, Colleen Powers, Jen StanleyKurt Stimeling, Kristina Testa-Buzzee, Lisa Tomoatore, Peter Troiano, Wanda Tyler, Dan Volchok, Brandon White, David Zamojski

**NOT PRESENT:** Daniel Brown, Laura Carfang, Michael Cunningham, Cory Davis, Laura DeVeau, Anyelina Diaz, Walter Diaz, Kenn Elmore, Jacinda Felix Haro, Amy Fisher, Hannah Gladstone, Julia Golden, Mary Jo Gonzales, Daryl Healea, Seann Kalagher, Jack Korpob, Judy Kwamamoto, Sheila Lambert, Jennifer Leavitt, Jana Luker, Judy McGuire Robinson, Paris Meyer Ferene, Kimberlee Monteaux, Beth Moriarty, Malin Nabors, Brian Quinlan, Jason Saucier, Charles Stanley, Melinda Stoops, Cody Tedford, Brittany Vital, Ted Zito

**BOARD ACTIONS FOR JUNE 12 & 13**

**Motion:** Approval of Minutes from April 25, 2014

**Motion:** To adjourn

**Motion:** To approve minutes from April 25<sup>th</sup>, 2014 Board meeting

**Motion:** To Approve the 2014-2015 NASPA Region I budget

**Motion:** to adjourn

## **NASPA FOUNDATION AND PILLARS**

Crimmin reported on NASPA Gives Capital Campaign. Competition has been generated among regions. There is a donor goal and a dollar goal. Every region that meets the goals gets \$1000 for small grants would go to our research grants. Region 1 met the donor goal. We have only met 86% of the dollar goal. Donation to Pillars counts as a donation. There are about 12 people on the Board who have not yet donated.

Every year members can nominate other members to distinguish them in the field as Pillars of the Profession. Region 1 has had only few Pillars over the past decade. It takes 3 letters of recommendation for Pillars. Those selected as Pillars are assigned a Board liaison in order to raise \$2500 in the Pillar's name for recognition. Deadline for Pillar nominations is August 29, 2014.

NASPA has started an initiative to review the Awards Luncheon and the Pillar Reception at the National Conference. Crimmin chairs nomination committee for the National Board.

July 1-June 30 is the NASPA fiscal year. Members can make a general donation, a Pillar donation or a longer term donation through the Diamond Club. Purchasing item at National Silent Auction does not count as a donation to the Foundation

## **MEMBERSHIP UPDATE**

Kane reported that there are 1476 current members in NASPA Region 1 which is increased by 71 from last year at this time. The biggest increase is in professional memberships. Total members are 1512 because emeritus members and NUFP Fellows do not pay the membership fee.

### **1. Task Force on Region 1 Membership**

Kane discussed the task force on membership

#### Questions the task force reviewed

What information does a new member receive from NASP when they join?

How do states welcome new members?

How do we communicate with institutional members?

How do we connect the new members with the Foundation?

How do we communicate the benefits of NASPA to new members

The Task Force discovered that there are several categories of membership; brand new members, institutional memberships, previous NASPA members who have reactivated members, individuals new to a region, but had been members in another region.

NASPA has a detailed plan for members who are renewing. They communicate well with members who are in the process of renewing their membership. They also communicate well with institutions about institutional membership renewals.

Kane suggested a communication strategy for communicating with first time members of NASPA in Region 1. When someone joins NASPA, there is an automatic email generated from the National Office that outlines the benefits of membership and direct member to the national website.

Kane proposes that this should be followed up by a communication from the Regional Director, the State Director and a personal phone call from someone on the Board.

Nathan Victoria at NASPA suggested that this communication plan be spread out over a period of time such as a 3-4 month communication plan. Kane talked about challenges. We don't currently know when a new member joins NASPA in our region. Kane has asked the National Office to copy him on the email that the national office sends to the new member. Kane gets a list of members, but there is no breakdown of their membership status. Kane sends a list of state membership to State Directors every month but again, there is no breakdown of new and existing members.

Kane reviewed the communication plan for those dormant memberships. They do not receive a welcome from NASPA National. The NASPA system can track those who are moving from region to region. This information is not currently easily shared with the regions. Stimeling asked how we would find out the interests of newly joined members. Zamojski pointed out that the plan is that the new member is notified of all the opportunities within NASPA.

Membership coordinators can filter some of the membership information such as community college membership data which Kane can share with Community College Division.

Black asked if the National Office was planning to work on some of the communication issues and membership information. Kane responded that they are aware and that the purpose of this task force was to possibly serve as a national model. DeCapua explained that NASPA has grown so quickly that the infrastructure still needs attention from the national staff.

## **REGIONAL GOVERNANCE TASK FORCE & EXERCISE**

Success in Region I(What we do really well)

Fiscal responsibility

Size

Networking

Strong community

Personal communications

Many entry points

Region I is good at inviting many people to get involved at many levels, KC,

States and divisions

Advantage is that we all go to regional conference every year

Size and geographic location of states can create challenges

It easy to get involved at the mid-level but involvement can be harder the higher up you go. It can take longer to get involved in leadership

Members are very strong in networking graduate students and new professionals in the region

There are several signature programs.

Because of geography our programs can be accessed by the whole region

Communications are strong within the region

The newsletter has been an effective tool in communication

Geography is an advantage for SALT and the Mid-Level Institute

It is not easy to enter NASPA at the mid-level point. It can seem daunting because the region is so close-knit

It can be intimidating to graduate students and new professionals

We don't engage our public university colleagues as well as we could especially at the SSAO level

We are not having the higher-level conversations with faculty and SSAO. We don't try hard enough to bring those people to the table

State schools will choose national over regional

At state level the institutions meet regularly which could be a deterrent to attending NASPA

Many people in Residential Life start in NEACUHO

There are some topic areas missing in knowledge communities (i.e. residential life).

The Region should be more intentional in diversity in terms of types of institutions including for profits, privates and publics.

Consortium of Finance in Higher Education (COFHI) schools such as Amherst, Williams, etc. do not attend NASPA

Region I is not represented at national leadership level in the same way that other regions are represented.

## **GROUP REPORTS**

The Board worked in small groups to determine metrics of success in KC's, States and Divisions. There should be a development of robust leadership teams in the KC, States and Division along with a succession plan.

### **KCs**

Leadership Team in place

Social Media presence (don't use list serves anymore)

Regular communication to entire region

Regular communication to its own KC members

Cross-collaborative efforts

One program per semester

A presence, in some way, at the regional conference

KC should be aligned with times, generating proposals for conference and publications

Measure of passive engagement: how are professionals reviewing the content provided by the KC's?

Establish more effective membership

Use as a resource

Link them together within states

Basic consistent message from national to regional

Assessment of programs and learning outcomes

Be honest about what is working and not working

Membership, programs and attendance at those programs

Provide content info

Newsletters

Passive programming

Research

Collaboration within KC

Assess participation, satisfactions

Cross collaborative

1 program per semester

### **States**

Doing things on local level to draw members into the organization

Active boards

Award nominations for all state awards

Functioning state website within the NASPA site

Certain percentage of state membership at regional conferences

Two state events per semester – one social, one academic

Membership is representative of the state

Smaller states don't have budget so we should engage them in more regional programs (collaborate)

States should do more things at national level

Each state should have an updated website

2 state events per semester (1 academic and one social)

States need to promote more involvement by schools to create state identity  
More social events with states and more collaboration between states  
Insure that all award categories have nominees from each state  
Draw a radius circle around events for programs  
Engaging faculty within the states  
Pipeline to regional national leadership  
Getting information to membership  
State boards have lots of nominees  
Assessment with response rates and satisfaction  
Board chair welcomes membership  
Members are voting

### **Divisions**

Need to be better identified and distinguished.  
Routinely report information to the region (two times per semester sending out report) – through email or newsletter  
Divisions should increase opportunity to gather. They should create an opportunity for national content to be shared. We should re-energize information out to regions.  
Education could be delivered out to the region by the divisions  
Divisions need to be distinguished from KC  
Not enough info from the national level  
Divisions are not clear  
Collaboration could be stronger between division, states and KC

### **Institutes**

Run annually  
Enough applications so that there is competition  
Contribution to NASPA post- institute through conference presentation, involvement in region or national level - 1 year later survey  
Learning objectives set and met

### **Ancillary Programs**

Regular reporting to membership and RAB  
Clear, set, and communicated goals and objectives for participants  
Institutes- participation is the success. Learning outcomes and a well thought out assessment plan.  
Application numbers  
Track all data  
Track alumni data  
Articulate goals well beyond application  
Value added for employers- are people listing on resumes  
Connect institutes to help everyone understand who and what they are  
Use the region for success

## **FRIDAY, JUNE 13, 2014**

**PRESENT:** Alison Black, Dan Brown, Teresa Brown, Alex Cabal, Connie Cabello, Laura Carfang, Elissa Carroll, Jen Casavant, Nancy Crimmin, Chris Darcy, Corey Davis, Rich DeCapua, Laura DeVeau, Walter Diaz, Barbara Fienman, Amy Fisher, Allison Gill, Jamie Glanton Costello, Sharon Hay, Daryl Healea, Ali Hicks, Queena Hoang, Carole Hughes, Jenn Kosses, Erika Lamarre, Brian McCoy, Marlin Nabors, Kris Neindorf, Michael Ormsby, Lee Peters, Nick Pirelli, Colleen Powers, Jennifer Stanley, Kurt Stimeling, Melinda Stoops, Kristina Testa-Buzzee, Lisa Tomatore, Peter Troiano, Wanda Tyler, Dan Volchok, Brandon White

**NOT PRESENT:** Michael Cunningham, Anyelina Diaz, Kenn Elmore, Jacinda Felix Haro, Hannah Gladstone, Julia Golden, Mary Jo Gonzales, Sharon Hay, Seann Kalagher, Scott Kane, Judy Kawamoto, Jack Korpob, Sheila Lambert, Jennifer Leavitt, Jana Luker, Scott Lyons, Judy McGuire Robinson, Kimberlee Monteaux, Beth Moriarty, Paris Myer Ferene, Brian Quinlan, Jason Saucier, Charles Stanley, Cody Tedford, Brittany Vytal, David Zamojski, Ted Zito

DeCapua posed some questions and some concepts for the group to consider:

How can a location-based structure further the goals of non-regional Constituent Groups? Region I is a location based region. We need to partner with non-regional groups to help them be successful.

Link KC reps with go two people that can partner with. People designated to make those relationships

How are we achieving the goals on a regional level?

Make sure goals are set to be able to support groups

Responsibility is on “us” as members of our region and organization to know the experts in different areas to support each other

### **TREASURER REPORT**

Kosses reported that Region I has approximately \$82,000

Based on the turnaround time in the NASPA system there may be some lag time for the system to reflect actual registration numbers

Kosses moved some little things around in the budget based on conversations at last RAB meeting.

National funds – \$17,385

\$3 per person based on membership – 1275 paid members

\$12 per institutional members - 130

**Motion:** To Approve the 2014-2015 NASPA Region I budget by Kosses. Second by Casavant

**Motion Passed**

Is there a standard registration rate for KC programs? Allison Gill doesn't think that has been resolved per her conversation with Nathan

Kosses explained that KC's can be approved by coordinators without coming to board for up to \$350, can collaborate up to \$1050. She is still working out specifics of a state co-sponsoring with a KC.

Gill mentioned that the standard registration cost for KC events has not been set by the national office.

Kosses asked Board members who are planning events to create a budget and share it with her prior to the event.

DeCapua reminded board about Sunday meeting at the regional conference. There will be a one hour meeting with updates on conference and a one hour cocktail hour for the Board.

### **REGIONAL CONFERENCE COMMITTEE**

Carroll reviewed the conference budget. It is based on 500 attendees. There are over 30 program proposals at this point. More solicitations will go out on program proposals next week. Program Review will start next week. Proposals are due on July 6<sup>th</sup>. Committee will notify presenters during the week of August 4<sup>th</sup> along with a reminder to register for the conference.

Committee will be providing a program booklet and will use Guidebook. Committee is reviewing proposals from companies who provide written programs. They will use Holy Cross Press. Give away is a charger stick. The committee has selected 4 interns from UVM, Boston College, URI and University of Maine. Sodhexo will host off campus reception at conference. 2016 Conference site TBA. Off-site reception is at Salve Regina. Committee is considering poster session or rolling walls for those who did not have their programs accepted.

All institutes will share a reception at the regional conference as opposed to individual receptions.

Stoops asked if there would be an effort to include KC's in the program selection related to their KC's in order to sponsor the program. Stanley has made this request of the committee. Kosses suggested having the Divisions sponsor programs as well. Carroll thinks we would need to educate the membership about the difference between KC's and Divisions. DeCapua suggested that the differences between KC's and Divisions be published and distributed at the conference in order to educate the attendees about the differences in each area.

## AWARDS

DeCapua asked Brown and Casavant to come up with process to generate more awards for the annual awards.

Casavant shared the link to the nomination page on the national website. Regional award descriptions are aligned with national awards to make it more convenient for nominators. State awards are due on July 17. Regional awards are due on July 30.

State Directors will choose state winners, and then submit to awards committee who will then select a regional winner from that group. The system is a national one and not very flexible. It is possible for several people to submit nominations for the same person. It was suggested that we eliminate the resume requirement for award nominees.

Brown announced that the Board will all be assigned to a role to increase the number of nominations. Brown will send out a list with the assignments to the Board. Everyone should be working towards solicitation of nominations.

### Discussion about Knowledge Communities

Volchok suggests clustering KC's into "like groups" and have a cluster leader who sits on the Regional Board. Stanley pointed out that the KC's are split into 3 groups already in the KC manual. DeCapua asked "where is the home for the KC's? Is it the national KC group or their region?"

Stoops responded that it depends on the role that the national KC Chair plays- there is some high level involvement, some lower level involvement from the national level. Not consistent.

Peters pointed out that when Networks moved to KC's—based on rise of the internet and email. There was a desire to be more national than regional. It is a conundrum. It is easier for Region 1 to get KC's at events. Peters used the example of Indigenous People; there is less of a need in Region 1 than in Region 4. Peters thinks the KC home should be at the national level. They were set up to be a knowledge community to serve as a national resource.

Cabal suggested that there needs to be a better job of transitioning leadership in the KC's. DeVeau pointed out that in a prior region there was a template for onboarding new chairs.

Piretti suggested having more structure as a KC representative. Expectations should be set. Stanley pointed out that there is a KC manual with a checklist for the Region 1 KC's. This has been shared with the national KC group as well. Stanley offered to update this. Stanley pointed out the Regional Director is responsible for selecting the KC Chairs with input from the national.

## **CANADA UPDATE**

DeCapua reported on his trip to Canada. Atlantic Association of College and University Student Services (AACUSS) which is part of Region I. 200 institutions of higher education in Canada. This was a one day conference. The main conference presentation was about an event that took place at St. Mary's University that was a pro-rape video. Lens of sexual violence also included on-line interactions.

Canadian Association of College and University Student Services (CACUSS) is much like NASPA. Student Government has a great deal of authority in Canadian schools. Canadian higher education is family oriented. There is separate conduct for those with mental health issues.

DeCapua did a TedTalk for our Canadian colleagues related to finance in higher education. Canadian schools have very minimal interaction with parents. Canadians rely on social media to interact with colleagues and students. They have created on line communities across the country.

## **PROFESSIONAL COMPETENCIES**

Troiano presented on professional competencies. The goal of ACPA and NASPA was to develop one set of professional competency areas that both NASPA and ACPA could endorse for the broad field of student affairs.

Joint task force was formed by ACPA and NASPA in the summer of 2009 with broad participation from the associations. The final document was endorsed in July 2010.

There are 10 competency areas:

- Advising and Helping
- Assessment Evaluation and Research
- Equity Diversity and Inclusion
- Ethical Professional Practice
- History, Philosophy and Values
- Human and Organizational Resources
- Law Policy and Governance
- Leadership
- Personal Foundations
- Students Learning and Development

There are 3 levels, basic, intermediate and advanced within each competency area. Threads in competency areas: technology, sustainability and globalism.

Applications of competencies:

- Use them to draft new positions
- Mentor under grads and grads
- Build training sessions around competencies
- Include in syllabi in classes

Challenge staff to use them to improve performance  
Budgets  
Presentations, program proposals and newsletter articles-use them

Board can make people aware of competencies by having more discussion with SSAO's, highlight on national website and share them widely. Diaz asked about a consolidated marketing effort that highlights the main points of the document. Consider discussing competencies at regional conference. Stoops suggested a poster session using competencies related to specific roles to show how they are applicable so membership can see it.

Black noted that we re-named an award to the Equity, Inclusion and Diversity Award to reflect the competencies

## **UPDATES**

### **STATES**

#### **Rhode Island**

Hay reported that team has created selection process for board and dates for upcoming programs. There will be a program on July 16 at Cello's Waterfront in Rhode Island. People can bring books to donate

#### **Vermont**

Hoag reported all board positions are filled-first meeting on 7/9

### **DIVISIONS**

#### **Community Colleges**

There are 58 community college professors identified in region I. Twenty of those are SSAO's. There is a goal of having at least one community college professor involved in each state. Massachusetts is very active in this area.

There is a Community College Institute held each year at the beginning of the national conference and is promoted to community college professors who may or may not be NASPA members as a recruiting tool.

The Community College Division is concerned about creating a pipeline of professionals (professors and mid-level administrators) interested in exploring community colleges.

Over 50% of the country's college population is in community college.

There will be large numbers of retirements among the community colleges over the next few years.

#### **Public Policy**

Connecticut is the first state in country that has legislated the preponderance standard for sexual misconduct cases. In Washington D.C. there is ongoing lobbying regarding legislation about transcript notification becoming mandatory for title IX violations. This will particularly be interesting for campuses that do not do transcript notifications at

all. May be handled nationally or may be picked up on state level. The Public Policy Division is looking for ideas/issues that aren't being addressed. Please use the NASPA website to submit ideas.

### **Faculty**

For administrators who teach, you can add faculty assembly to your profile. You will then be invited to faculty-based programs through NASPA.

### **Technology**

White presented on Board Effect. This is used by the national office to store documents and regions are using it. All of Region 1 Documents will be stored into the system. [Naspa.boardeffect.com](http://Naspa.boardeffect.com). The expectation is that the entire board will utilize this system for all document storage.

### **KNOWLEDGE COMMUNITIES**

Region I still does not have a leader for the Indigenous People KC.

### **GENERAL ANNOUNCEMENTS**

Black is looking for nom nations for Regional Director-Elect and State Directors for Maine, New Hampshire and Rhode Island. Board members should connect with Alison if they are interested or have nominees. Committee will start soliciting for nominations over the summer with completion of nominees by the regional conference in November.

Stimeling asked about mechanism to send out communication to region. Send to Powers and they will be sent out on Thursdays in general. Power also announced that the graphic design request has been approved for posters, brochures, and also connected via social media

Cabal talked about Tumblr as a replacement for newsletter. He encouraged Board to send items to him. Pass on information about events can include notes, photos, etc.

Stoops reported the Wellness and Health KC is working on encouraging members of the KC's to submit program proposals for the regional conference. On June 23, 2014 at Framingham State University, there will be a proposal writing workshop for people who have not submitted programs in the past. Stoops encouraged the Board to join them.

AGAPPS Volchok invited people to make suggestions for topics for their annual one day conferences

Cabello announced that the LKC hosted NE Latino Leadership Conference at the University of Rhode Island. There were 120 students in attendance. Next year it will be held at Dartmouth and in 2016 at Hampshire College.

In October there will be a conference at Central Connecticut State University on The Crisis of Latino Male

APIC and AACK will host a “Learning to Lead Strategies for Student Affairs Professionals of Color” on November 7, 2014 at Bryant University.

### **DISCUSSION ABOUT REGIONAL ADVISORY BOARD**

McCoy pointed out that we are one of the only regions where the candidates for Regional Director (RD) who are not SSAO’s.

Crimmin added that the national board accepted practice is that senior leadership is required for the national board. McCoy pointed out that a senior person has more influence to make on campus decisions with vendors and making other decisions. NASPA needs decision-makers on the board who impact national policy.

Term limits. The current practice is up to the RD. Glanton Costello suggested more transparency about how people get on the board.

Senior Leadership in Region 1 need to get more involved at the national level according to Crimmin People are very attached to the Region and don’t often have interest in national activity.

Testa Buzzee points out that everyone in the region does not know about NASPA or how to engage. Region I should have term limits to encourage people to move on and off the board.

Peters suggested that new VP’s do not stay as active when they are finally in the VP role McCoy encouraged the Board members to consider national roles.

Crimmin suggested the national institutes and Niendorf and Stanley concurred.

DeCapua summarized action items going forward:

- Reports due
- Email about awards process
- Email about BoardEffect
- Donations to foundations

**Motion:** to adjourn by Darcy. Second by Black  
Motion passed