

MOACAC Exec Board Meeting

Thursday, February 23, 2017

In attendance: Jeff Buckman, Charlie Hungerford, Ashley Beck, Kyle Strotmann, Heather Brock, Earl Macam, Chrissy Guerra, Jeff Barringer, Mark Steinlage, Joann Elliott, Zach Bays, Teresa Bont

Jeff Buckman - Karen V. could not be here. She is working on accepting nominations for open positions and awards for spring conference. Nominations close February 28th.

-Delegates are 3 year limits; alternates are 1 year. We have not been doing it this way. The alternates need to be voted on and approved each year. We will be voting on delegates and alternates at conference. Then, going forward we will vote on alternate delegates annually after that. Delegates can only serve two consecutive terms. Alternates can serve multiple consecutive terms.

There are five delegates: 3 in the prez cycle, 1 HS and 1 College.

Mark Steinlage (President-Elect)– STEAM Conference, etc. updates will happen later in meeting on agenda. As for moving forward with NACAC STEM tour, we should know in a few weeks.

Jeff Buckman (President) – Interested in updating term limits and knowing who will be rolling off for planning purposes. Updated with each person where they are in their position cycle. Jeff will send Joann a list of where people are in the cycle.

Joann Elliott (Exec Asst.) – Website is up and running. Signing up for evens and making payments via Pay Pal is going well. Cleaning up membership is still an issue. Working with Firetoss to get questions answered including issues with passwords and invoicing. Joann will be out of office March 1-3 for MOACAC bus tour and March 21-28 (vacation). Best way to reach her during tour is text or email. During vacation, email is best.

Kyle Strotmann (Treasurer) – Checking balance: \$138,026.28; Money Market: \$65,080.02; Pay Pal: \$39,808.30; total = \$242,914.60. Kyle is interested in moving to Treasurer/Treasurer-Elect/Past-Treasurer model to keep things flowing more easily in transition. Each role will need to have job duties identified. It will take two years to establish this format. We will elect a treasurer this year then Kyle rolls to past-president. Those positions will be held for two years and then a president-elect will come on. Earl asked about financial oversight committee versus how new treasurer model may work. We would need to write everything up and get by-laws approved. Karen will present by-laws at conference once they are written by Jeff.

Jeff put new treasurer model up for a vote and it passed unanimously. Jeff will craft by-laws for this to move forward.

Kyle Strotmann (Government Relations) – Not doing state legislative day because person they were working with left with Nixon administration and could never connect with anyone else to book the day. Could be blessing in disguise because we need to re-work things. Kyle will work to attend educational sessions so people understand why this is important. Currently, only exec board members have been

attending the legislative days. Would like to see legislative day be held in fall months. Charlie mentioned legislators are not there in fall session. Kyle would like to focus more on MDHE end of things during this time.

LDI/Treasurers trip to DC will be week of March 6th. Congress will be on recess during that time. Does have some meetings set up with Claire McCaskill's office. If there continues to be a conflict with Congressional members not being there next year, may try to get meetings with some private organizations or think tanks. Asked if we have any questions for him to bring with him and/or any concerns on issues, etc. for when they meet with people from her office.

Because Kyle works for a private institution, his voice is not heard the same as if he worked for a public institution. It would be good to have a public institution (perhaps Mizzou) to be a more active role on the legislative committee. Kyle will be doing a presentation at the MOACAC Spring Conference at Tan-Tar-A.

Jeff suggested they roll the legislative piece in with CCI as a session as well as including them in the actual legislation day.

Jeff will put information about Govt Relations and Legislation out on FB.

Technology (Earl Macam) – We are 8 weeks into new website. Events are going well. The next major up and coming for registration is Inclusion conference in summer. We are living into it. Still having membership discussions and database and the layers we need to associate members with institutions. Management of that system is more cumbersome. Looking at Cvent as an option (may not be viable financially). Jeff reported we may look into a 3rd party vendor to make a more accurate database.

Earl will have conversation with Cvent just to see how expensive it is. Jeff believes we will need to clean slate and start over with membership in June to have accurate data. Earl says it will be worth our time to have conversations with other affiliates that reflect what our affiliate needs have been. This should be our next step.

Earl says we still have a Memberclicks account and we are still paying, but minimal amounts. Jeff asked why we still have the account there. Earl has not talked with Memberclicks to cut off account. Earl still has export file saved. Earl will cut ties with Memberclicks.

Communications (Joe Fox) – Joe was not present. Reported by Jeff Buckman. Not many changes. Joe will roll off committee. Jeff said it was decided that we eliminate Communications position and combine it into one position with Communications/Technology Chair. Technology chair currently updates pages and creates sign-up forms, etc. We can use Mail Chimp to communicate photos and updates on events, etc. Teresa Bont expressed points that it is important that one person be a leader for these events. Mark brought up it is more seamless to have ONE person doing this than playing phone tag or talking back and forth.

Admissions Practices (Charlie Hungerford) – Issue with a student who received letters from two different colleges indicating a deadline prior to May 1. Charlie is looking into it. There is also an issue with a college who asked a student on their application to divulge where they applied. It is mandatory practice that colleges may not be able to do that. Charlie is looking into that as well.

Membership – (Charlie Hungerford/Beth Collier) – Have not really learned the admin side of membership with new system. Likes the idea of moving forward to create a clean and new database system in July. Would like to see a way that dept heads can get a report at the end of the season to add/delete new members. Jeff would like to see a way that we can pull a report and share it with primary members to have them update their secondary members.

MSCA – (Rob Lundien) – MSCA Conference is November 5-7. Need 6 MOACAC presenters. Email Rob w/topics. Presentation deadline is in Spring (late March or early April). Rob also runs hospitality room at this event. If you would like to help with the MOACAC Hospitality Room during the conference, contact Rob.

Inclusion, Access and Success – (Ashley Beck and Jeff Barringer) – Ashley turned in two grant proposals—Awarded \$900 for conference for IAS and for Ashley / Jeff to attend GWI was \$575. Must submit report w/expenses and what it was used for in order to be reimbursed. Money saved on GWI will be used to offer additional scholarship.

IAS Conference location was supposed to be at Fontbonne. They never committed so they are going to look at Mo Baptist University. Looking for second speaker to be Antonio French. Looking for outside sources to fund event. Monsanto and other corporations have been suggested. Katie Foley suggested checking into Ameren. Maryville and Webster U were suggested alternate college site. IAS will be held in June either 10th or 24th.

As far as scholarship, 83 student applications and 146 teacher recommendations. 31 applications are complete with both teacher and student. (This is for the Braxton scholarship). GPA and scores will not be revealed in review. Will hopefully be looking to review towards end of March. Winners will be awarded at conference. (Tuesday of conference.) Can do gas gift card to reimburse mileage.

Professional Development (Chrissy Guerra) – Bus tour has 12 participants. Will tour Indiana schools.

Katie Foley – Looking into SLU for Tools of the Trade. (Early August). As far as CUBE goes, has reached out to Logan. Have not heard back. Only other school has been Lindenwood, but have not heard from them. May reach out to Maryville if needed. Avila, Wm Jewell and Rockhurst have all provided zero bids. Avila has difficulty getting all counselors in one space for lunch. William Jewell was suggested since they've not hosted. It's not convenient in terms of location. Katie wants to be able to release locations at conference. Katie will reach out to Wm Jewell next.

CCI (Chrissy) – Should we do CCI in STL this year? Jeff suggested reaching out to Webster and/or other schools to see if they have a day off where we could access their facilities. Also suggested was the Spencer Road Library. Need facility space for 75-100 people. MICDS may have some facility space on 11/10.

Katie had some files crash and Jeff is suggesting that we have a drop box of sorts to house notes for past chairs.

STEAM Tour (Heather Brock) – STEAM is looking good. We have six registrants so far. We need to be able to reach more counselors and having issues with limits on Mail Chimp. Six registrations came from NACAC list serv and FB page. We have several thousand more to send out. Need 15 to break even. 30 is max. All bus contracts, housing, etc. have been arranged. Deadline to register is June 9th. Will begin in

KC. Have to find own transportation from airport to hotel. Monday morning they will leave out to UMKC and Columbia College. Tuesday is Mizzou and S&T. Wednesday is Wash U and Webster. Thursday is STLCOP and SLU. On Friday, they will fly out from STL. Date for tour is week of July 17th. Need to look into making a contract / refund policy for next year. Kyle suggested adding it to the liability waiver they will have to sign for this year.

Conference – Jeff Buckman reported for Kim Howe. Committee meeting is next Tuesday to get an update for conference. We have 9 for FELPS, 4 for golf, 93 for conference. Goal is 250 for conference. Will be doing more pushes for sign-ups. Will know more Tuesday on where we are in terms of costs, sponsorships, etc.

Monday, FELPS is in morning; Golf in afternoon; and Jeff/Mark will take Chris Reeves to dinner on that evening. Total conference budget is \$30,000. That dinner and social alone was half the budget. Therefore, put in one dinner on your own and come back for drink and social (Bingo). Will spend \$4-5K on prizes vs \$30K on other format. Cash bar will be available.

There will be Exec Board meeting after conference for about an hour. Hopefully will finish by 1pm.

Mark asked for exec board to push FELPS program at your offices because it generates extra \$50 per person.

Mark asked exec board to check calendars for dates in June for overnight retreat at Tan-Tar-A.

College Fairs - Kim Maskrey resigned effective immediately. With Maryville Fair, Karen Verstraete will take over for that event. We are currently at 80 colleges registered. Cap for fair is 150. Teresa mentioned the number of students has dropped over the years and wants to know how we might better advertise it.

Do we fill Kim's position? Would it make sense to have someone at Maryville to handle logistics for on-site (not part of exec board). This person would have to get tables, water, parking, etc.? Zach's role at the fair would be to not work SEMO table that day, but to be second set of eyes for event. Zach will become chair of this committee.

College Fair Calendar update – March 8th meeting to set the calendar. STL week has been set for week after NACAC Conference. Regional Fairs: West Co Public, St. Charles, Jeffco, East Central, Pattonville, Meramec, SEMO. Two more may be added in mid-Missouri. Lee's Summit is also been talking to Jeff. If West Co private comes on board, we would have a total of 10.

As far as limits on reimbursement, St. Charles has a high limit. Should we consider either cutting their reimbursement and/or look at another St. Charles location?

Old Business – StriveScan to replace Go To College Fairs? We pay GTCF \$2-3K year. StriveScan is very 'streamlined' and impressive. GTCF you pay per code and StriveScan charges you per fair. StriveScan data collection for students is less; immediate upload (no wait). You have to pay to download data collected from GTCF. You have to have app on cell phone with StriveScan to use it. Students can register online either way. NACAC just signed 5 yr extension with GTCF.

Consensus was to move towards StriveScan.

New Business – Non-membership positions for next year.... Membership co-chair, Conference chair, Technology/Communications will be combined. PDC co-chair position will be open. Forward names of potential candidates to Mark Steinlage so he can appoint new chairs. Mark indicated membership co-chair will have duties moving more towards CEU credits, etc. to reflect other affiliates.

Meeting adjourned at 2:15pm.