

## **Business Meeting Minutes for June 26, 2014 Student Development Administrators Association**

### I. Call to order

- Meeting called to order by JW Kelley at 2:35pm and participants welcomed by Chair.

### II. March 7, 2014 Business Meeting Minutes

- Paper copies of March 7, 2014, business meeting minutes were distributed to participants. After time to review, motions were properly made to approve the minutes without any changes. With no discussion from the floor, the minutes were unanimously approved.

### III. President's Report – JW Kelley for Laura Leatherwood

- A. Membership Dues Reminder (Individual and College options). The goal is to increase membership. One way to accomplish this is to offer Institutional Memberships. This will increase the number of people involved. Chief Student Development Officers will decide who would benefit. Institutional Memberships are now available at a cost of \$100 for 10 people.
- B. Presidential Liaison: Dr. Suzanne Adams. Having a liaison will provide a better and easier way for the SDAA to communicate with the Presidents Association. Dr. Adams formerly served as a Student Development Administrator at Sand Hills Community College.
- C. Regional Alignment with other professional organizations.
  1. Financial Aid, Registration, and Admissions are already aligned by regions.
  2. General discussion from the floor resulted in the decision to align the Student Development and Instructional Administrators by region. Meetings could be held jointly.
  3. If you would like to participate in a feasibility study about regional alignment, please contact JW Kelley.
- D. Mentoring of newly appointed Chief Student Development Officers.
  1. Continuing Education Administrators already have a mentoring model. Barbara Boyce is the contact person for that group.
- E. Topic – Monthly advisory meetings for Lisa Chapman. The officers would get the information from this meeting out to the group.
  1. Discussion from the floor: This sounds more efficient. This would be a good addition but should not replace other communications already in place.
- F. Topic – Joint meeting with Instructional Administrators in the spring?
  1. Discussion from the floor: The membership agreed to have a joint meeting.
- G. Topic – Progression of leadership on July 1 when new officers will be in place.
  1. Alison Wiers – President
  2. JW Kelley – Vice President
  3. Ginny McLendon – Treasurer
    - i. On September 1, Ginny will retire. She was thanked for her many years of service.

#### IV. Treasurer's Report

- Ginny McLendon presented the report. The beginning balance was \$3,655.69: The current balance as of 6/25/14 is \$2,639.76. With no questions from the floor, the report was unanimously approved. Ginny thanked everyone for giving her the opportunity to serve.

#### V. Report from Standing Committees

- No reports.

#### VI. Regional Meeting Updates

- A. Updates. No reports.
- B. Representative Vacancies. The regional representatives will call the meetings and communicate information that comes down the pipe and may occasionally help survey colleagues. Regional Meetings should be held three times per year. Laura Leatherwood has agreed to serve in the Western/Mountain Region. Quentin Johnson will continue to serve in the Piedmont/Foothills Region. John Saporilas (Wake Tech) has agreed to serve in the Central Region; George Henderson has agreed to assist in the Central Region. There are currently two vacancies: Northeast Region and Southeast Region. If you would like to volunteer, please contact the Chair.

#### VII. Old Business

- A. Election of Officers. Election for the vacant positions of Secretary and Treasurer were conducted.
  1. Silvia Patricia Rios Husain volunteered to be on the ballot for Secretary. Motions were properly made to close the nomination for Secretary and elect Silvia Patricia as Secretary. With no discussion from the floor, the motions were unanimously approved.
  2. No candidates from the floor were presented for Treasurer. A Treasurer is needed by September 1 or the organization will not be able to continue.

#### VIII. New Business

- A. Topic – Is enrollment up, down or flat?
  1. Enrollment at some Colleges is down.
  2. Enrollment at some Colleges is flat.
  3. Enrollment at some Colleges is up. Enrollment at Wilkes Community College has been impacted by Career and College Promise.
- B. The association's website has been updated. If anything still needs to be fixed or addressed, please make it known.
- C. Presenters were asked to send their presentations and handouts for posting on the website.

#### IX. Adjournment

- Motions to adjourn were properly made. With no further discussion, the motion was approved and the business meeting ended at 2:55pm.

Respectfully submitted, Pam Simons