

**North Carolina Student Development Administrators Association
Business Meeting Minutes
March 24, 2015
(Pending Approval)**

I. Call to order

- Meeting called to order by President Alison Wiers at 12:40 pm and participants were welcomed.

II. October 13, 2014 Business Meeting Minutes

- Motions were properly made to approve the minutes without any changes. With no discussion from the floor, the minutes were unanimously approved. Minutes will be posted to the SDAA website.

III. President's Report – Alison Wiers, Guilford Technical Community College

- Members of the joint conference planning committee were thanked for their help.
- Alison thanked JW Kelley for keeping the SDAA website up to date.
- SDAA members reported that they enjoyed attending the luncheon for NC administrators at the SACS Conference. Based on feedback it was decided that they will meet for lunch one day during the next SACS conference.

IV. Treasurer's Report – Andy Gardner, Cleveland Community College

- The ending balance for 2014 was \$3,800.00. The current balance as of 3/24/15 is \$3,887.68. Expenses for 2015 have been between \$100-150. With no questions from the floor, the report was unanimously approved.
- Andy discussed the need for a record-keeping time limit for Treasurer's Reports. The recommendation was made to maintain records for five years. Motions were properly made and unanimously approved.

V. Ongoing Business

- Regional Meetings - No reports

VI. New Business

- Title IX Training – Gaye McConnell, Rowan-Cabarrus Community College
 - Members were polled to see if there was interest in having regional Title IX training sessions in lieu of a summer drive-in meeting. The sessions would run approximately 3 - 4 hours. Members of the group expressed interest in doing this training. A target time period for the sessions will be June, 2015.
 - Rowan Cabarrus Community College and Guilford Technical Community College each hired an attorney to do training for their institutions. Members were asked about interest in attending a one-day state-wide Title IX training facilitated by an attorney. Again, members expressed interest in this type of training.
 - Alison will share information about these training opportunities as they are finalized.

- TYFY (Two Year First Year) Association – Alison Wiers
 - Per Brad Bostian's request, information was shared about the TYFY Conference in Norfolk, VA in September, 2015. The TYFY website, www.tyfy.info, is currently under construction and should be fully operational soon. For more information about TYFY or the conference, please contact Brad Bostian at brad.bostian@cpcc.edu.
- ADA Website Compliance – Karen Yerby, NCCCS
 - Jennifer Jones from Alamance Community College has created a PowerPoint about ADA website compliance. It will be shared on the SDAA website.
 - Colleges need to have a compliance plan in place and be able to demonstrate due diligence.

VII. Election of Officers

- Nominations for the vacant position of Secretary for 2015-16 were taken by Alison Wiers. After a few appeals for someone to step up into the position, Audrey Sherrill agreed to fill the position. Motions were properly made and approved.
- JW Kelley will move from President-Elect to President for 2015-16.
- Silvia Patricia Rios Husain will move from Secretary to President Elect for 2015-16.

VIII. Adjournment

- Motions to adjourn were properly made. With no further discussion, the motion was approved and the business meeting ended at 12:55 pm.

Respectfully submitted by Audrey Sherrill