KASADA Exec Meeting January 25, 2012

Cathy Zingrone, Steven Antalvari, Katie Bush-Glenn, Lisa Froning, Liz Driscoll, Stephanie S. Jacques, Cassie Pegg-Kirby, Amy Wilkins, Mandy Anderson present

I. Call to Order

Steven Antalvari-on NACADA Regional Board. $500 was set aside in the budget for sponsorships. J. Hodges for UA sent a list of items we could sponsor. We should try to maximize exposure. Name badges? Session evaluations? Tri-fold, evaluations and name badges are decided on to sponsor.

II. Review of the minutes from Oct and Nov.: approved

III. Treasury Report and Membership: $6154.81 total, 103 membership, W9 Tax Form is completed, need to address RC budget, amount for scholarship, Tusc. will be hosting on March 15, thinking $400 for RC meeting and $300 for Combined College Update ($700 total). See full report below.

Scholarship-Katie will send out an email to generate more interest. One application has been submitted as of today. How much to award: $150 or $120? Scholarship application is due Feb. 8. Registration for conference isn’t due until March. How many to sponsor? Two? Recipients will present at KASADA event. Concern over how much money will be left-under $4000. It was decided to sponsor two.

IV. Committee Reports:

A. Professional Development-Feb 20. Best of KASADA will be held in 310 A&B. We are anticipating about 50 people. The event should come in under budget. There is a fundraiser planned for this event. Speaker for May 2013 Conference: Jayne Drake? Wrote” Role of Academic Advising in Student Retention and Persistence.” Think of other potential speakers?

B. Regional Campuses-nothing new to report

C. University Collaborations-There are two more sessions for Workshop Series. Next session is Feb. 10. Committee is under budget. It was suggested to to send a reminder email before the event.

V. Old Business: Scholarship deadline is Feb. 8. We can review applications via email on Feb. 9 and 10. We will then email the recipients to attend the Best of KASADA on Feb. 20.

Budget for next year: Stephanie would like the budget requests ready by next retreat.

Treasurer’s Report

January 25, 2012

* Account Balances (as of December statements)
  + Checking = $2,018.01
  + Savings = $2,641.74
  + Agency = $1,495.06 (can only be used on KSU charges)
  + TOTAL = $6,154.81
* Remaining Allocations
  + University Collaborations = $855.20
  + Professional Development = $853.02
  + Regional Campus = not determined ($700 is goal)
  + TOTAL = $1,708.22 (not including Regional Campus)
* Net remaining balance after 11-12 year = $4,446.59 (not including Regional Campus Budget)
* Membership = 103 (+2 application received and not yet processed)
  + 10-11 Membership = 113
* Distribute “Academic Advising: A Comprehensive Handbook (2nd Ed.)” to University Collaborations Committee
* Completed W9 for KASADA through KSU Tax & Treasury Services – Paula DiVencenzo
* Finalize 11-12 Budget
  + It does not appear that I will be able to resolve past discrepancies. My aim is to work with existing account balances and keep detailed and accurate records from this academic year forward.
  + Revisit Regional Campus Budget Allocation Request
    - $400 Regional Campus Update (3-15-12)
    - $300 Combined College Update (May 2012)
    - $700 TOTAL???
* Continuation of Professional Development Scholarship ($120 for registration)
  + Determine $ amount to give
  + Do we need to push advertising to get applications?
  + What budget would this come from?
* Campus Connections
  + Review 11-18-11 attendance/payment information
  + Review 12-9-11 attendance/payment information
* What contribution are we doing for the NACADA Regional Conference
  + Allocated $500 in Professional Development Budget
  + Steven Antalvari will be in attendance to discuss