MEETING MINUTES

I. Approval of Minutes – approval of meeting minutes (May 9, 2017)

II. Finding new home for WSUACADA Budget-Options
   a. New home at university. Agency Budget. Transfer fiscal authority. Maybe it follows the President or treasurer of ACADA. Concerns: the President’s or treasurer’s departments would have to be responsible for this and not all departments have fiscal staff.
   b. Taking budget off campus and putting it in a bank. Creates hefty report and complications regarding collaboration on payments and with other departments. Can’t use IRI. Issues with membership dues. Credit card processing.
   c. Cougar Card center. All the WSU student organizations use this. They take care of the reimbursements. Benefit is that there has to be 2 signatures. One of the signatures can be the budget person who will then know how money is being spent. Matthew will talk to his boss (Brian) about this and figure out how this works.
   d. Concerns: the branch campuses don’t spend their social money because they can’t use an IRI. Keep this issue in mind while we find a new home for the budget. Suggestion that each campus have a signature authority. Maybe Cougar Card center would make this easier for branch campuses?

III. Special election of WSUACADA President and Vice President
a. Suggestion that we announce this to ACADA community, ask for nominations, special election late summer or fall. If we wait too long advisers a really busy in the fall. Would be good to give new people time to train and transition.
b. Elections committee: Jon
c. Nomination committee: Matthew
d. Schedule for special election:
   ▪ Call for nominations: open July 15 to July 31. Email entire membership to reach all branch campuses.
   ▪ Membership vote: starts August 2-8?

IV. Membership - Ashley Herridge
a. We close out the year with 181 members (3 have not paid; 3 are missing membership application; 1 new member since last meeting). 3 E, 9 G, 125 P, 4 S, 27 V, 10 TC
b. $3,560.00 total in membership fees for the 2016-2017 FY
c. Ashley has received 1 membership for 17-18 already
d. Ashley is working on updating the website and the membership form for 2017-2018. I will send out membership email to the listserv in the next week

V. Committee Reports
a. Awards & Recognition - Allison Ramsing
   ▪ 11 nominations sent in. Packets due Friday. Sent reminder emails out.
   ▪ Allison will talk to Val Fisher about the Jane Parker Award.
   ▪ Jordan leaving the university. Do we have all we need for the ACADA logo? Allison will sent the docs to Ashley Herridge (ashleyh@wsu.edu).
b. Certification –Kellie Murphy
   ▪ Have not been meeting this summer. Goal to get emails out this month to let everyone know where they are. Need to know what’s going on with Level I training.
   ▪ Ruth Ryan fielding all academic training questions. Morann and Craig were co-facilitating introductory academic advisortraining with Jon. Sarah: Registered for 2 webinars. All webinars based around core competencies. Dec 13—Building advising competency. Feb 1-Building advising competency conceptual.
c. Publicity & Engagement – Rebecca Liao-Cance & Chanelle Denman
   ▪ Held a P&E retreat to talk about goals and next year. By fall 2018 Rebecca will be of P&E committee and a replacement will be needed. Do more to recruit members.
d. Budget-Tina Krauss (attached).

VI. Goals for AY 17-18
a. Embrace existing relationships WSUACADA members have with NACADA.
b. Promote more research and advising
c. Play stronger role in NACADA
   ▪ Scholarship for regional 8. Next two years in Canada.
   ▪ Possibility scholarship for someone to go to the annual meeting for the national organization? Or add this as a budget item to pay for someone’s registration fee? Tina says there is not room in the budget to add another line item.
d. More clarify in the role ACADA has in advising training. More and more job announcements include Level I certification.

NEXT MEETING: August 30, 2017

Time: 1:00-2:00
Location: Dena will reserve room. More info coming.