

PRESENT (X)	NAME	POSITION	COLLEGE
X	Bobby Nalean	President	DMACC
X	Melissa Klein	President Elect	HCC
X	Courtney Kopp	Past President	ICCC
X	Sara Moore	Secretary	DMACC
X	Jeremy Austin	Treasurer	DMACC
X	Chris Entringer	Member at Large	NICC
	Jen Patterson	Member at Large	NIACC
	Tim Gray	Member at Large	SCC
	April Forbes	Advising/Admissions	MCC
X	Morris Pounds	Career Services	KCC
	Danielle Ebaugh	Career Services	KCC
X	DeDe Maloy	Counseling	NIACC
	Lisa Vance	Disability Services	NIACC
X	Mary Wendt	Registrar/Registration	NIACC
X	Karla Winter	Registrar/Registration	NICC
	(Not Filled)	Residence Life	
X	Mandy Fox	TRIO	MCC
	(Not Filled)	Webmaster	

CALL TO ORDER

The meeting was called to order at 9:04 a.m. by President, Bobby Nalean, with 11 board members present on the call.

SECRETARY'S REPORT

The minutes from the Board's meeting in October were emailed to members by Sara on October 7, 2014 for review. Karla motioned to approve; Jeremy seconded. October meeting minutes were approved.

The typically scheduled meeting in November was rescheduled to November 24; quorum was not reached, so the attending board members held a brief discussion about topics for the December meeting's agenda.

TREASURER'S REPORT

Jeremy sent an updated report this morning with a total balance of \$13,355.57. Melissa moved to approve the Treasurer's report; Mary seconded the motion. The Treasurer's report was approved.

OLD BUSINESS

Outstanding Institutional Membership Dues

Bobby noted that DMACC, Hawkeye, IWCC, and Iowa Lakes still have membership renewals pending. Bobby will follow up with DMACC and IWCC about their dues; Melissa will check on Hawkeye's payment. Melissa reported

back later that their check was mailed and cashed in September; she will send the information to Jeremy so he can follow up on those details.

2015 Fall Conference

Bobby put out a call for committee volunteers for the Fall 2015 conference on September 24-25 at Iowa Central. Mary volunteered to take on the publicity committee for both spring and fall events.

NEW BUSINESS – FALL CONFERENCE 2014 RECAP AND SPRING DRIVE-IN PLANNING

2015 Spring Drive-In

Mandy shared that April has taken a new position at MCC in Continuing Education. Bobby shared that April plans to find a new Advising Chairperson from amongst her colleagues to replace her on the board and that she still plans to continue leading plans for the Spring Drive-In.

Based on last week's conversation, Bobby raised the proposal of having the Spring Drive-In focus on best practices presentations from membership institutions who want to highlight programs or initiatives that are successful/innovative. Chris shared that at previous CPI conferences, they have done best practice roundtables where attendees would rotate to different tables, each with different topics/programs being highlighted. There was a discussion about whether attendees would choose which tables to go to or if everyone would stay within their sub-group areas, but overall consensus of the discussion was that it would be beneficial to allow attendees to choose their tables/encourage mingling between the sub-group areas.

Morris suggested that if we stick with a similar timeline from last year's drive-in, that we have time reserved at the end of the roundtables to do some debriefing/sharing as a larger group. Mary suggested sub-group chairs communicate with their members to choose programs/initiatives to highlight from their areas so that all our sub-groups are represented. Morris suggested that we better utilize our Members at Large to help coordinate speakers. Chris volunteered to help coordinate between sub-group chairs and the board to help solidify speakers/table hosts. Group agreed to report back in February with possible table hosts/topics once the sub-group chairs have reached out to their respective memberships.

Mary reminded the group that we need to have details ready about the Fall Conference to share at the drive-in.

Election Process

In last week's conversation, concerns about election process/procedure were raised about abnormalities with last year's election process. Upon review of the constitution currently listed on the ICCSSA website, it was revealed that the version currently posted is outdated. Karla and Mary are going to work together to find/create a more updated copy using notes and more recent versions they have. There was general discussion about following the election process currently laid out. As Past-President, Courtney will revisit the constitution and get the process started for Spring 2015.

Additional Discussion

Morris raised the importance of marketing, expanding the use of our website; Mary added that we should revisit the conversation about expanding the departments we include in "Student Services". General discussion was had about these topics as well as having a table at the spring drive-in hosted by the President/President-Elect to gather feedback about how ICCSSA could better market itself to potential members/new board members.

Bobby adjourned the meeting at 9:55 a.m.

Respectfully submitted, Sara Moore