

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
X	Jen Patterson	Member at Large	NIACC
X	Tim Gray	Member at Large	SCC
X	April Forbes	Advising/Admissions	MCC
X	Morris Pounds	Career Services	KCC
X	Danielle Ebaugh	Career Services	KCC
X	DeDe Maloy	Counseling	NIACC
X	Lisa Vance	Disability Services	NIACC
	Mary Wendt	Registrar/Registration	NIACC
X	Karla Winter	Registrar/Registration	NICC
	(Not Filled)	Residence Life	
	Mandy Fox	TRIO	MCC
	(Not Filled)	Webmaster	

CALL TO ORDER

The meeting was called to order at 9:05 a.m. by President, Bobby Nalean, with 14 board members present on the call.

SECRETARY'S REPORT

The minutes from the Board's meeting in September were emailed to members by Sara on September 2, 2014 for review. Jeremy motioned to approve; Karla seconded. September meeting minutes were approved.

TREASURER'S REPORT

Jeremy sent an updated report this morning with a total balance of \$12,955.57, which includes expected conference payments from DMACC, Iowa Valley, and NIACC; conference catering were paid this morning. Additional \$900 in institutional renewals expected. DeDe moved to approve the Treasurer's report; Melissa seconded the motion. The Treasurer's report was approved.

OLD BUSINESS

MCC is the confirmed location for the May 29, 2015 spring drive-in and ICCC has confirmed to be the site of the Fall 2015 Conference. April suggested planning a couple years out in advance to set sites and begin planning ahead of time. Bobby agreed that mapping out at least a year ahead would be beneficial, but nothing further was discussed or decided about this particular suggestion.

The Board discussed suggestions from Jeremy and Sara to move the fall conference back one week to the first week of October to allow more time to plan the conference and finalize details based on concerns that September can be a very busy time to coordinate last-minute details. Feedback from the group included several concerns that October is a busy spring enrollment time for many member institutions, but that the very first week could be a possibility. Based on feedback from the Board and evaluation results from this year's conference, the fall event will remain in the last week of September if it works well for the site hosts (ICCC). Courtney will check on September 24-25 as possible dates for the Fall 2015 conference and send follow up details to the group.

The group also discussed the role of location in members' decisions about attending or not; overall consensus of feedback shared was that the group should continue to rotate locations for the fall conference.

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

Fall Conference 2014 Recap

Bobby thanked board for their work on the fall conference and invited feedback for things to keep/change. Bobby encouraged members to email him ideas for next year's conference while the event is still top-of-mind.

Worked Well

- Evaluations were positive for the current schedule – half day Thursday/full day Friday
- Presidents and legislators panel well received; consider doing something similar with different topics or at least having top administrators give opening remarks/act as keynote so their presence is felt
- Sub-groups received positive remarks; as always, everyone ran out of time
- Should continue to offer Thursday night outing/dinner; see comments below about possible changes
- Continue to package Thursday/Friday as a full conference and avoid using “pre-conference” when referring to Thursday to help encourage attendance

Want to Change

- Add a mixer to the end of the Thursday session, then offer dinner options; 2-4pm session, 4-5pm mixer
- More breakout sessions (two breakout periods) to offer more topics; send a call for proposals well in advance of the conference to solicit speakers instead of relying on the Board for referrals
- Discussed Advising/Admissions sub-group agenda concerns raised on the evaluations; Chris suggested creating a separate Admissions sub-group to reduce group sizes and Sara suggested sending out agenda ahead of time and requesting items like other chairs did this conference
- Move business meeting to Friday morning before keynote to improve attendance

Comments About Site Host and Conference Chair Roles

Bobby mentioned lots of responsibilities seem to be falling to site hosts when planning fall conferences and reminded the group that the Past President/Conference Chair needs to be working in-tandem with the site host and committee chairs to coordinate details. Bobby is going email Mary's document explaining conference roles and planning items. Bobby expressed that the group needs to do a better job of following through on committee responsibilities, asking for help, and offering help to better share planning responsibilities.

Spring 2015 Drive-In Committees

Bobby solicited volunteers for committee chairs for the Spring 2015 drive-in:

- Site Arrangements (April)
- Keynote/Workshop (TBD; Bobby will send out call for a volunteer)
- Registration (Jeremy)
- Publicity/Conference Program (Mary)

Bobby adjourned the meeting at 10:02 a.m.

Respectfully submitted, Sara Moore