

PCPA > April 12, 2002 Minutes of Executive Board

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PCPA EXECUTIVE BOARD MEETING
April 12, 2002
Clarion Inn and Conference Center
Carlisle, PA

Present: Mary Ellen Bayuk, Beth Clark, Todd Eicker, Dwayne Hilton, Mary Lou Kennedy, Victoria King-Garwood, Brian Mauro, Rosemarie McShane, Janette Schumacher, Charmaine Strong, David Wilson

Absent: Molly Burnett, Ron Lunardini, Joe Merkle, Ken Miller, Maria Navea-Mitchell, Joe Puzycki, Dennis Riegelneegg, Patricia Steele, Tom Steiner

I. Call to Order

President D. Wilson called the meeting to order at 9:10 a.m.

II. Roll Call

Recorder M.E. Bayuk called the roll.

III. Approval of January 25, 2002 Minutes

D. Hilton moved and M.L. Kennedy seconded the motion that the January 25, 2002 minutes be approved. The motion carried.

IV. Treasurer's Report

D. Wilson distributed the treasurer's report submitted by J. Puzycki, who was absent. PCPA has total assets of \$14,723.06 as of April 12, 2002. R. McShane moved and T. Eicker seconded the motion that the treasurer's report be approved. The motion carried.

V. Member-at-Large Reports

A. Two-Year

- Because of the absence of M. Navea-Mitchell (Two-Year East), no report was given.
- R. McShane (Two-Year West) reported she emailed her constituents regarding the various PCPA activities. She wants to get the email addresses of walk-ins who attended the activities.

B. Four-Year Public

- The Four-Year Public East position is vacant.
- Because of the absence of K. Miller (Four-Year Public West), no report was given.

C. Four-Year Private

- J. Schumacher (Four-Year Private East) reported that she copied Joe Puzycki's article on Incivility and The Corrosion of Common Decency in the March newsletter and shared it with Muhlenberg administrators. She is also encouraging others to join PCPA. B. Clark recommended recruiting individuals in service learning because frequently service learning does not fall under student affairs. She suggested contacting the Boyer Center at Messiah College to find out which programs are collaborating with them and then spotlight the schools and programs in the newsletter.
- Because of the absence of D. Riegelneegg (Four-Year Private West), no report was given.

VI. Commission Chair Reports

A. Membership—B. Clark reported membership is at 159: 122 regular members (down 52 since January 2002); 32 student members (down 13 since January 2002); 4 emeritus members and 1 complimentary. Sixty-two individuals' memberships expired in October 2001. Letters and applications were not sent to these people due to the vote for the change in the by-laws regarding the change of all memberships renewing in October 2002. Clark also reported that the list serve address would be changing.

B. Constituencies—T. Eicker reported that he checked on the costs for performing ADA functions (costs for someone to sign are about \$40.00-\$60.00 an hour). He also investigated what was considered "reasonable accommodation" and this is very hard to define. Again, the Executive Board reiterated that it wanted to commit to the Diversity Mission Statement and the Non-Discrimination Statement.

C. Communications—C. Strong reported submissions for the May Newsletter are due April 15. She would like to include more regular features, such as good programs that worked and on-going updates on the Keystone Seminars. She wants to offer members the opportunity to receive the newsletter on-line. A notation will appear in the May Newsletter that members will receive the July Newsletter on-line and that those who wish to receive a hardcopy of the newsletter need to contact C. Strong. Back issues of the newsletter will be available on the PCPA website. Strong also reported that web site coordinator M.E. Bayuk will be resigning the position in May 2003. PCPA will advertise the position in the May Newsletter.

D. Development—Because of the absence of M. Burnett, no report was given.

VII. Appointed Committees' Reports

A. 2002 Conference—B. Mauro, co-chair, distributed information on the 2002 Conference. He reported D. Swarner resigned as co-chair because of job commitments. B. Clark recommended V. King-Garwood replace Swarner and King-Garwood agreed. A logo has been chosen. Mauro sought the Board's recommendations on speakers. The Board recommended that people of color be encouraged to submit program proposals. The Board then went into executive session. V. King-Garwood moved, T. Eicker seconded the motion that the Executive Board move out of executive session. The motion carried.

B. Faculty Liaison—Because of the absence of R. Lunardini, no report was given.

C. NBCC—Because of the absence of T. Steiner, no report was given.

D. POAC—Because of the absence of J. Merkle, no report was given.

E. Historian Report—M.L. Kennedy has compiled a list of documents she has received. She encouraged the Board to think about what needs to be maintained in the archives and then develop a records retention schedule. It was suggested that materials be scanned and burned onto CDs. Kennedy will investigate this.

F. Journal—In the absence of P. Steele, V. King-Garwood gave the report. Three manuscripts are under review, one manuscript is in transit, and one manuscript was given to King-Garwood at the Board meeting. Publication of the PCPA Journal will be in September with extra copies distributed at the 2002 Conference.

VIII. Old Business

A. Elections Committee—V. King-Garwood presented the election results to the Board. They will be published in the May newsletter.

B. Association with NAPSA Region II—D. Wilson reported that he has met with Dennis Murphy of NASPA and that the door is open for collaboration between NASPA and PCPA.

C. Vote on By-Law Change—D. Wilson reported that the by-laws change on membership dues had passed 49-1. B. Clark noted that the length of time the membership was given to vote on the change was not in compliance with the constitution. D. Hilton recommended that the Board review the constitution. In the meantime, Wilson will give the membership two more weeks on which to vote on the by-laws change and will acknowledge to the membership that the vote was not compliance with the constitution.

IX. New Business

A. Elected/Non-Elected Board Terms—B. Clark requested that the Board examine how positions are defined, especially in terms of length of time. She wants the Board to look at the positions of president-elect, president and past president. This means a commitment of three years for an individual and, as a result, the individual isn't free to do other functions in the organization. She especially wants the Board to look at the past president position. She would also like the Board to create a Graduate School Liaison position. She recommended that the Board examine the conference chair position as well. She feels that there should be a mentoring program whereby the future conference chair shadows the current conference chair. It was recommended that this be discussed at the June retreat.

B. ACPA Report—D. Hilton distributed a report on his attendance at the ACPA 2002 meetings. Two Pennsylvanian's were honored at the Awards Luncheon: Senior Scholar Susan Saunders, Dean of Students at Lycoming College and Annuet Coeptis Emerging Professional Deborah Dworsky from Penn State, University Park. Hilton also reported he met with over 40 Pennsylvanians at the Carnival. Most of these individuals are not members of PCPA and he will solicit membership from them.

C. Next Meeting—D. Hilton distributed a tentative summer retreat schedule for the Leadership Retreat June 6 and 7.

X. Good of the Order

· M.L. Kennedy brought to the floor a request from Dan Kennedy to survey the PCPA membership for research purposes. R. McShane moved and B. Clark seconded the motion that Dan Kennedy be permitted to survey the PCPA membership for research purposes and that he share the results of his survey with the Executive Board. The motion carried.

· President-Elect D. Hilton thanked those going off the Board for their service. He also noted that because of the election results one position is vacant will need to be filled. He will appoint someone to that position.

· Outgoing President D. Wilson presented President-Elect D. Hilton with the gavel.

XI. Adjourn

C. Strong moved and T. Eicker seconded the motion to adjourn. The meeting ended at 12:28 pm.

Respectfully submitted by
Jan Schumacher, Recorder



Direct questions, comments to the webmaster: [Mark Bauman](#)