

LEAP Texas Board of Directors Meeting

June 3, 2016
11:06 a.m. to 11:42 p.m.

Meeting Notes

Present	Not Present	Guests Present
Audra Barrett John Beaver Divya Bheda Chris Duke Larry King Barbara Lerner Rebecca Lewis Catherine Parsonault Loraine Phillips Jeff Roberts Pat Williams	David Billeaux David Blair Karen Mongo Kathryn Rather Amy Tan	Sharon Bailey Terry Di Paolo Tiffany Hearne

Call to Order	Meeting called to order at approximately 11:06 a.m. by Dr. Loraine Phillips
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Agenda Item	Comments	Recommendations/ Actions/Follow-up
Sign-in	Board members identified themselves.	
Review Previous Meeting Minutes	Minutes from February 23, 2016 were reviewed. Dr. Catherine Parsonault moved to accept minutes from February. Dr. John Beaver seconded the motion. Motion carried with no opposition.	Dr. Catherine Parsonault moved to accept minutes from February. Dr. John Beaver seconded the motion. Motion carried with no opposition.
Updated website	Dr. Phillips informed the board that the LEAP Texas website had been updated to reflect new board members, and she thanked Ms. Tiffany Hearne for making the updates.	
Bylaws Update and Succession Planning – Drs. John Beaver, Gary Elbow, Catherine Parsonault, Rebecca Lewis	Dr. Beaver indicated the subcommittee would begin soon making updates to the bylaws. Dr. Phillips reminded everyone that changes were needed to accommodate succession planning for board officers.	Bylaws subcommittee is to revise bylaws to reflect succession planning.
MOU Update	Dr. Phillips and Ms. Hearne met with Dr. Celia Williamson (UNT) and Christine Hubbard of NTCCC about the possibility of formulating an MOU with UNT or NTCCC. The advantage of an MOU with UNT is the existing finance structure and audit function. An MOU with NTCCC would require LEAP Texas to obtain an	Dr. Phillips and Ms. Hearne are to meet with administration at UNT to discuss further obtaining an MOU.

	<p>outside audit.</p> <p>Dr. Phillips and Ms. Hearne have another update planned with Dr. Celia Williamson and Allen Clark (vice provost at UNT) to discuss further the possibilities of an MOU with UNT.</p> <p>Mr. Jeff Roberts inquired about the timeline for getting the MOU in place and Dr. Phillips indicated the MOU with TAMU-CC expires August 31, 2016.</p> <p>Ms. Audra Barret suggested considering an MOU with DCCCD, specifically the Le Croy Center, as an alternative if a MOU cannot be obtained with UNT. Ms Barret is to forward the contact information for Pam Quinn to Dr. Phillips.</p>	<p>Ms. Barret is to forward contact information to Dr. Phillips for DCCCD, Le Croy Center as an additional possibility for an MOU.</p>
Faculty Fellows – Plans for Proficiency Initiatives and New Fellows	<p>Dr. Phillips informed the board that the faculty fellows just submitted their progress report to AAC&U. A final report is due in August 2016. The dollars will be used through August 2017. This report is expected to contain a discussion of how the faculty fellows’ initiatives will be sustained moving forward.</p> <p>The hub is becoming more robust, but there is a desire to continue adding to the proficiency sections. Fellows have written a one-year plan for content development.</p> <p>The teamwork event was a great success. The hub contains videos and other resources. The Social Responsibility hub page is under construction, and the fellows are networking across the state to build content.</p> <p>Dr. DiPaolo invited the board to make recommendations of faculty who are doing excellent work with the social responsibility core objective. Dr. di Paolo also confirmed the team work initiative is being well received.</p>	
4th Annual LEAP Forum	<p>Dr. Phillips and Ms. Hearne visited El Centro College in downtown Dallas and were given a tour of the facility by Ms. Karen Mongo and Mr. Wade Hyde. Dr. Phillips indicated that El Centro would be an excellent location for the forum. El Centro offers a large auditorium and there are options for break-out sessions. In addition, El Centro will allow the forum to grow beyond the previous years’ forums, especially with the location of a hotel (Westin) right next door. The hotel could be used as an overflow for breakout sessions. Further, the hotel would be an ideal location to hold an opening reception.</p> <p>The planning committee for the forum includes the following individuals: Dr. David Billeaux, Dr. Larry King, Dr. Phillips, Mr. Jeff Roberts, Dr. Catherine Parsonault, Dr. Rebecca Lewis, Dr. Nancy Martin, Ms. Karen Mongo, and Ms. Tiffany Hearne.</p>	<p>The planning committee will move forward on planning the fourth annual forum at El Centro College in Dallas, Texas.</p> <p>Mr. Roberts will take the lead on proposal reviews.</p> <p>Dr. King moved to increase registration to \$125. Dr. Beaver seconded the motion.</p>

	<p>Dr. Phillips suggested moving the LEAP Texas board meeting to Sunday afternoon, prior to the conference, instead of immediately following the conference. Dr. Beaver supports the idea of the moving the board meeting. Dr. Barbara Learner does as well and she indicated that an opening reception would give the forum an upscale feel. Dr. Duke expressed concern with scheduling pre-conference activities on that Sunday.</p> <p>Dr. Phillips indicated that this might be the right time to make a call for proposals, especially to grow the conference. Dr. Beaver indicated that proposals would enrich the conference with fresh ideas. Dr. Duke also supports proposals for broaden the reach of LEAP Texas and also as a way for more participants, especially from among institutions that prefer conference participating when approving travel. Dr. Phillips suggested Mr. Roberts take the lead on proposal review as he has extensive experience.</p> <p>Dr. Phillips indicated the location of the forum and added events will cost more, so she proposed an increase in the registration fee to \$125. In addition, she suggested increasing the budget from \$15,000, the amount budgeted for the previous forum, to \$20,000. Dr. Phillips asked for a board action. Dr. King moved to increase registration to \$125. Dr. Beaver seconded the motion. The motion carried with no opposition.</p> <p>Dr. King moved to increase the budget for the forum to \$20,000, but the meeting was interrupted by technology issues.</p>	<p>The motion carried with no opposition.</p> <p>Board action is still required for conference budget.</p>
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Adjourn	Meeting ended at approximately 11:42 a.m. due to sound quality issues with the conference call connection.
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