



NCHO

Executive Council Meeting Minutes

Winston Salem, NC

June 13, 2014

Attendance:

President,	Hassel Morrison
President-Elect,	Mindy Bliss
Past-President,	Katy Bartholomew
Business Manager,	Chester Miller
Communications Chair,	Laura Ansley
Conference Chair(s),	Maggie Gillespie, Corretta Walker
NCARH Liaison,	Brian Stutz
Professional Development,	Alexa Wood, Paige Abe
Small College Rep,	Jeremi Cheeks
HBCU Rep,	Shawn Odom

Annual Conference Report:

Registration

- It's live. Early Bird registration ends August 1st.
- Report dietary or accessibility issues on registration new for this year.
- Not accepting group registration. So many schools have different numbers. Individuals have to apply individuals.
- Working with chairs to send out more consolidated and lengthy communication instead of flooding in-boxes.

Programs

- Desire to expand program offerings in the following areas, Facilities, Budgets, Assignments. UNCG. Send program information to Coretta and Paige.
- Keep in mind the number of future programming sessions offered.
- Currently we have 5-programming session blocks with 30 programming slots

Website

- Deadline, August 27th for program submission deadlines. Closed on September 5th

Marketing

- Teaser Tuesday where they'll send out information to member to remind about registration. Working with the Marketing sub-committee.
- CHO meeting received a basketball advertising the annual conference and short blurb about the conference.

Member School Participation

- Worked with Daniel to determine which schools did not attend last year. Found of the 106, there were only 25 schools in attendance.
- Assign schools to individuals on the Executive Council members to add a personal touch



- Would need the script to ensure all talking points are touched on when communicating with school.

Program

- Two guest speakers confirmed
 - Connect, motivate and inspire....Each day of conference.
 - Dr. Tiffany Davis, Closing speaking on Inspire
 - Dr. Callahan, speaking on Connect

- Offering ART for Pre-Conference

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Silent Auction

- Several items confirmed
 - Desk chair from staples.
 - Movie tickets, Gift Cards, etc.
 - Tour for 20 people at Triangle Brewing Company
- Adding donations to the website and back of t-shirts.
- Direct donations to Katie Bartholomew

ART Structure may be changing

- Faculty and Researchers
- Three- 1hr sessions being offered.
- 6-opportunities for professional development likely during the Pre-Conference

Moving to have Guidebook as our online options to use the free version for the conference. Limited to 200 downloads. May need to purchase additional downloads. Will have printed conference books

Socials

- Partnering with other schools to provide transportation to events like Bowling, movies, museum

Vendors

- Working with Koury Center to ensure we're offering a space conducive to vendors.
- Having a Vendor newsletter to streamline communications to vendors.

Contacting Schools

- Follow excel spreadsheet and indicate dates of communication, etc.

Daniel Flowers

- Contacting

2015 Conference Host – Brian Stutz

- ECU is the conference host.
- Conference Hotel costs on Thursday night will cause daily rate to increase by \$100 no matter who is booking the hotel.
- Talking with CHO and proposed doing this during Fall Break (Sunday, Monday, Tuesday)
 - Will use classrooms for programming space.
 - Dining facilities for food



- o Advantages
 - Meal cost \$35/person saving \$5000 in cost.
 - Eliminate meeting room fee, (\$4000)
 - Unlimited Wi-fi Access
 - Will save delegates hotel rates due to Sunday – Tuesday can attain \$90.
 - Brings campus folks back to campus.
 - Smaller schools might be able to attend.
 - Would lose a work day by coming on Sunday
 - \$12k vs \$7k for on-campus
- o Cons
 - Transit and more walking around.

Would it be more beneficial to have the conference on:

- | | | |
|---|-----------------------|----------------------|
| 1. Option A (on-campus) | (3-people supported) | Sunday – Tuesday |
| 2. Option B (on-campus two days) | (10-people supported) | Monday – Wednesday |
| 3. Option C (off-campus) | (0-support) | Wednesday – Thursday |

Executive Council Reports

- Small College & University Rep:
 - o There is a need to review the constitution to make consistent the Small/College and HBCU rep positions inter terms of total enrollment/beds.
 - o Want to keep

President-Elect

- Past President needs to include new award in their budget request for a Social Justice Award names after the Housing professional lost in a terrorist attack in Afghanistan. The first recipient of the award to be announced at the Annual Conference. New award description and criteria should be ready for August transmission with other rewards requiring recommendations.
- We need to update the CHO list of colleges who have transitioned to University status.
- Need to review the website and update information for CHO name, University and contact information.
- Working on Pre-Conference outline and format
 - o Gender Neutral Housing and two other topics to be focus areas.

NCHO/NCCPA Joint Conference planned for in 2017

NCARH

- Summer meeting scheduled.
- Email from colleagues in Tennessee to join us at state conference. Schools in Tennessee were referred to SACCURH.
- Facebook group next week to send out to all advisors to connect across the state.

HBCU Rep

- Round-up will not take place on June 17th. Instead of hosting, will go to member schools to promote the conference and the HBCU round-up.
- Reached out to HBCU to solicit articles for SignPost



Communications

- 5 articles on hand. Need to buy gift cards for “Best of NCHO-SignPost” articles for Conference.

Positions

New Professionals Rep

- Motion passed

Diversity and Inclusion Chair

- Should there be a position on the Executive Council for this position.
- There is a position similar to this at the SEAHO level
- Ask the task force to research looking at the Theoretical framework and make the determination whether the position should be explored. Research should be based on the NCHO’s strategic plan.

Assessment Chair

- Paige Abe has agreed to explore the assessment needs of NCHO and make a recommendation regarding how assessment can be incorporated across the organization.

SWOT Analysis

- Was done back in 2012 and the President will re-send out the SWOT to review and make sure we are on track to deliver.

Miscellaneous

- Katey Bartholomew attended the racial equity institute out of Greensboro
- Cost under \$200