

Minutes of NAFA Board Meeting
Brown Hotel
Louisville, Kentucky
July 31, 2005

In attendance: Beth Powers, John Richardson, Paula Warrick, Jane Curlin (for Gordon Johnson), Mark Bauer, Alex Trayford, Susan Krauss-Whitbourne, Beth Fiori, Paula Goldsmid, Mona Pitre-Collins, Jane Morris

1. Treasurer's report:
 - a. Conference surveys tabulated
 - i. High marks for friendliness
 - ii. Usefulness of posters – few strongly agree, most agree or neutral
 - iii. Cost of conference – neutral
 - iv. Pacing of conference – most agree or strongly agree, some neutral, a few wanted it slower
 - v. Awareness of NAFA conference – via website or colleagues
 - vi. Information about scholarships and NAFA – all of the paperless routes were equally helpful
 - b. Membership
 - i. Upswing
 - ii. Broke even on the conference; John didn't have to pay sales tax, student techies saved money; we paid for screens and microphones
 - iii. 285 members/203 paid for next year
 1. 189 institutional
 2. 66 individual
 3. 15 foundation
 - iv. We are bringing in more money than we are spending
 - v. A suggestion was made to raise dues for the foundations. This wasn't felt to be necessary.
 - vi. Should we grant membership to Live-to-Learn? There were concerns about their access to the Bulletin Board.
 - vii. How about National Society of Collegiate Scholars? Do we want to allow membership to such organizations? The Washington Center, Math for America?
 - viii. Can we amend the bylaws to spell out 3 classes of membership?
 - ix. Do we have a by-laws committee? Formerly, Steve Wainscott.
 - x. Reconstitute the bylaws committee with Alex Trayford as chair. Other members: Ask Steve Wainscott if he wants to continue on committee; Jeff Wing (VCU) is a lawyer; Susan Krauss-Whitbourne
 - c. What to do with NAFA money?
 - i. Should we invest? Set up an endowment? Hold as emergency funds?

- ii. Covering extra costs for conferences in more costly locations?
Conference fees should cover this.
 - iii. Costs for web development are negligible.
 - iv. Fee for legal advice for ethics committee
 - v. Survey development
 - vi. Costs for UK trip – cover organizers fees – last trip, \$10,000+
- 2. Foundation Report from Jane Curlin
 - a. Suggestions for improvements for future conferences
 - i. Pre-conference session for newbies: “Bootcamp” for newbies with NAFA veterans as guides.
 - ii. Ethical advising dilemmas with advisors and foundations – a conversation rather than separate presentations
 - iii. Foundations sessions should include experienced faculty reps.
 - iv. Could there be a day added just for foundations? 15 minutes just isn’t enough.
 - v. NAFA needs to articulate what kind of information will be helpful for foundations to present.
 - b. Big “Thank you” from the foundations to NAFA
 - c. Emphasize the PARTNERSHIP aspect of the relationship of NAFA to foundations
- 3. New advisors discussions
 - a. Appropriate nametags at the next conference
 - b. This year there were 76 new advisors at the conference.
 - c. There is a new advisors section of the Bulletin Board.
 - d. We discussed the possibility of a mentorship program for new advisors.
 - e. Put together a new advisors packet, a “toolkit” – distribute through the Bulletin Board
- 4. Ethics Statement
 - a. Chris Powers from NSEP worked on the ethics statement for NAFSA.
 - b. Subcommittee volunteers: Jane Morris, Deb Young, Linda Dunleavy, Paula Goldsmid, Davina McClain, Christine Ashby-Martin, Lisa Sklar
 - c. Should be more like a statement than an enforceable document
 - d. Avoid “good vs. evil” language; aim for presenting guiding principles, a code of ethics and professional conduct.
- 5. Summer 2006 conferences
 - a. There was a feeling that the recent Portland conference didn’t satisfy needs.
 - b. What is the function of regional workshops?
 - i. A suggestion was made to plan the regional conferences around a specific topic such as assessment or faculty involvement.
 - ii. Be clear about the purpose of the workshop: for advisors who can’t come to national conferences and for new advisors.
 - c. Subcommittee: Mary Borg, Paula Goldsmid, Linda Damuth, Paula Warrick, Beth Fiori, Mona Pitre-Collins
- 6. DC Conference, 2007
 - a. Same time of year

- b. Probably outside of metropolitan DC area
 - c. Foundations can be a bigger presence – Liz Veach is on the planning committee
 - d. The “Request for Papers” from this year’s conference worked well. We might include a statement about how the author wishes to present it.
 - e. A suggestion was made to include students to attest to the *value of the process*.
 - f. On the evaluation, include new advisors/veterans discussion
7. Trip to UK
- a. Conference at Cambridge – and another in Dublin – rather than site visits
 - i. UK schools invited to Cambridge
 - ii. Presentations will involve both NAFAns and representatives from schools
 - iii. We need to send out an “interest” email to get numbers
 - b. Subcommittee: Betsy Vardamann, Jane Morris, Ann Brown, Suzanne McCray, Susan Krauss-Whitbourne, Mark Bauer, Beth Powers, John Richardson
8. Media Concerns
- a. Editor of the newsletter should be on the board. Possible editors: Judy Zang, Amy Eckhart, Julia Goldberg
 - b. Foundations on the website: add Churchill, Bosch, and DAAD
 - c. Separate section on the Bulletin Board for foundations?
 - d. Do foundations have access to the Bulletin Board?
 - e. Mark will compose an announcement for the foundations and Beth will send it out.
9. Salary study
- a. Jim Duban has done a similar study
 - b. Should be more than a salary study – a survey of the profession
 - c. Hire a professional to do it and ask Jim Duban to serve as point person.

Respectfully submitted by Jane Morris
December 5, 2005