



**TASSCUBO**  
**Executive Committee Minutes**  
**November 30, 2017 at 3:30 pm**

**Attendees**

Bob Brown, Alicia (Rebecca), Sue, Calvin, Randy, Angie, Carlos

**Executive Committee Minutes**

Marilyn made the motion, Randy seconded, Alicia made changes, passed.

**Primary Members Minutes**

Marilyn made the motion, Angie seconded, motion passed.

**Treasurer's report**

Angie reported that the ending cash for October 31, 2017, was \$92,309.11. Fifteen universities still have not paid their membership dues. Angie will send out a note one more time and if the university still has not paid their dues, then one of the executive committee members associated with them can reach out to be paid. The Committee reviewed the list of universities who have not paid. Randy asked if Angie would send a copy of whatever was sent out and said he will follow-up any of the UT institutions.

**Evaluation**

Marilyn reviewed the evaluations from the last meeting. A couple of the presentations received under-performed on the results. Bob and Alicia's on Stress in the CEO Suite presentation received a uniform 100% excellent result.

**Registration for February**

Angie reported that forms for the Winter meeting have been sent out for the Executive Committee to review before sending out to the membership. This also includes the speaker link for them to registration. Membership numbers will be provided to each member for registration and will be required in order to register. Antoinette will be emailing out each member their membership number. If they don't have one, they need to contact Antoinette Brown. The cost for the conference is \$395. Angie asked about early bird registration pricing. Group agree that January 5<sup>th</sup> for the \$395 registration. January 6-22 price would be \$425. No refunds 10 days before the conference. Pricing for spouse meals is \$75. Rebecca asked to make sure there is a line to indicate whether they are coming to the reception. Need to add a line for

whether the attendee will be staying for the budget committee for \$35 (\$430 total). Angie will make the changes and try to get a quick turnaround to the Executive Committee tomorrow.

There are no additional nights available at the conference hotel in the Woodlands after Monday night. The hotel is sold out. Rebecca is checking on whether the Westin within walking distance to the Marriot will have available rooms at the same rate. Rebecca asks if systems or committees want to stay over it would be helpful to know how many more rooms will be needed on Tuesday nights after the regular TASSCUBO conference. Texas Tech System and Texas State are starting to have a meeting after the TASSCUBO meeting like TAMUS does with their universities.

### **Program**

Calvin reviewed the program for the winter meeting. The first session will be on Lessons Learned from Hurricane Harvey with speakers from UH and UT System. This will be followed up by a best practices session, although he has not received any responses from members on this. He will have a guest speaker and the Comptroller that day, followed by committee meetings. The following day will be a panel of police chiefs to discuss campus policing issues. There could be one more best-practices session before Bob closes out the conference. Marilyn suggested having a tax expert from one of the audit firms discuss the implications of the new tax laws. Randy said he would check around and let Calvin know. This session would substitute for one of the best practice sessions.

### **Summer**

Calvin is working on the program for the summer.

### **Sponsorships**

Carlos reported that he has acquired \$58,500 in commitments with \$37,000 being received. He is still working on another four vendors for an additional \$24,000, two new and two former sponsors. He has not received much response to the "layered" sponsorships, so Carlos hopes to spend some time at the Winter session talking with the current sponsors to generate interest.

### **Other**

Rebecca reviewed the audit findings for the CPE. One of their comments was that written evaluations did not allow each speaker in a multi-speaker session to be evaluated. This has been corrected now with the new evaluation format. She also reported that the repository has been created and she will be working with the various assistants to get the documents loaded into it.