

**NACRAO Board of Directors  
June 25, 2008  
University of Nebraska—Omaha**

**Present**

Jason Blohm  
Amy Hammond  
Allison Junker  
Mike Kolker  
Kelly Rippen  
Ed Siffing

**Absent**

Nancy Schilz  
Jennifer Verhein

**Call to Order**

The meeting was called to order at 10:14 a.m. by K. Rippen. “New member questions” was added to the agenda under the VP of Membership’s report. A. Hammond moved to approve the agenda. M. Kolker seconded. The agenda was approved.

**Review of Minutes—Allison Junker**

The minutes from the last board meeting were reviewed. M. Kolker moved to approve the minutes. E. Siffing seconded. Motion carried.

**Treasurer’s Report—Allison Junker**

A. Junker distributed the treasurer’s report. Balances as of June 25, 2008:

Checking:	\$ 1972.69
Savings:	\$ 9796.99
CD:	<u>\$13,344.92</u>
Total:	\$25,114.60

Many expenses recently for two large events – the Registrar’s Professional Development Day and the NOW Bus Tour. K. Rippen asked if we should be comparing the actual expenses to the estimated budgets once the event is complete. E. Siffing recommended we compare budgets since it is the Board’s responsibility to monitor NACRAO funds. K. Rippen will send

copies of the estimated budgets to A. Junker for comparison to incoming event expenses.

Two applications for Affiliate Membership have been received and must be approved by the board.

*Mary Lanning Memorial Hospital (MLMH) School of Radiologic Technology* – compared to current Affiliate Member Alegent School of Radiologic Technology. J. Blohm moved to approve MLMH’s application for Affiliate Membership. A. Hammond seconded. Motion carried.

*ITT Technical Institute* – compared to current Affiliate Member Vatterott College. E. Siffring moved to approve ITT Tech’s application for Affiliate Membership. A. Hammond seconded. Motion carried.

J. Blohm asked whether the Application for Affiliate Membership could be made available on the NACRAO website. A. Junker will send him the form to upload. A. Junker will also periodically send J. Blohm an updated membership list for the website throughout the membership renewal process as the list is updated. J. Blohm suggested adding a message on the NACRAO News page welcoming the new members – those approved today, as well as Little Priest Tribal College, which was approved at the January Board Meeting.

A. Junker moved to approve the Treasurer’s report. E. Siffring seconded. Motion carried.

### **VP of Communications—Jason Blohm**

#### *Post Secondary/EPP Committee*

J. Blohm discussed the budget for EPP receptions previously approved by the board – \$150 per event. He asked if there was a form they needed to fill out to get the money. K. Rippen talked to Les Monroe about the money following the last meeting, but L. Monroe didn’t anticipate needing any money. K. Rippen told him they could still have \$150 available for each event, and she will fill out a budget form to indicate this.

#### *Technology Committee/Website Update*

J. Blohm and Matt Schill have been working hard to get the NACRAO website up and running. All the work so far has been done by them. J. Blohm expressed concern that they have not heard much from Scott McLaughlin at Heartland Hosting and haven’t been getting replies to their calls and emails to him. He has also inquired with S. McLaughlin if they can remove “Powered by Heartland Hosting” from each

page, but hasn't had any response. J. Blohm reminded the board that he needs a name from each committee to be the contact person, and asked for these names by the July meeting. M. Schill is working on creating an online registration form for next year's NOW Bus Tour registration form.

### *Intro & Tour of Website*

J. Blohm previewed the website for us. He asked for help with the About NACRAO page, finding the mission, vision, etc. K. Rippen found this information in the constitution, but only had a paper copy. A. Junker will check her files for an electronic copy. J. Blohm would like to put pictures on the NACRAO Board page to personalize it. E. Siffring questioned listing the full email address of Board members, as a precaution against spam. He suggested using "at" in place of "@". A. Junker suggested using an "Email me" link rather than listing the address. Concern was also expressed about having the membership directory online. The board decided this fit the category of "public directory information", similar to FERPA regulations. J. Blohm plans to put a link to a list of all Nebraska high schools online. A. Hammond suggested the MEHC website list and K. Rippen suggested the Nebraska Department of Education website list. J. Blohm wants to post a summary of recent events. A. Junker will compose a summary of the Registrar's Day. K. Rippen will contact the NOW Bus Tour committee to get a summary and photos.

M. Kolker asked about putting a page describing what NACRAO is about, geared toward potential new members. He will compose this and email it to the board members for proofing. Several ideas were thrown out about how to advertise the website, including making it the homepage/background on all the session screens during the Fall Conference, putting a link to the website on our email signatures, and sending email reminders to the listserv on a regular basis. M. Kolker suggested J. Blohm and M. Schill send a notice to the listserv whenever there is new content or news posted. M. Schill is working on a way to archive the listserv messages.

J. Blohm moved to approve the VP of Communication report. M. Kolker seconded. A. Hammond expressed appreciation to J. Blohm and M. Schill for all their hard work, on behalf of the board. Motion carried.

### **VP of Membership—Mike Kolker**

#### *Research Committee*

M. Kolker contacted K. Rippen following the last board meeting to discuss the Research Committee and come up with ways to get this committee off the ground.

M. Kolker drafted an email to send to the listserv including the definition of the Research Committee and some possible projects. His plan is to recruit new members and also find any current member who may be waiting to be contacted. K. Rippen suggested that the Research Committee be in charge of keeping the NACRAO members updated on current events, trends, and other issues relevant to higher education. A. Hammond suggested that if there were no takers based on the email, members could be recruited at the Fall Conference. The possible current members are Don Richards, Mark Goldsberry, and Sara Malsbury. M. Kolker will update the email draft based on our conversation and send out to board member for proofing before emailing to listserv.

#### *Honorary Membership Committee*

M. Kolker plans to email the committee to find out if they have anyone they are considering. K. Rippen suggested Deann Sterner, who recently left her position at Nebraska Methodist College.

#### *New member questions*

M. Kolker has received a couple of inquiries from people interested in becoming NACRAO members. Since there is nothing on the website yet explaining what NACRAO is about, M. Kolker explained it to each of them. However, for future inquiries, he would like to be able to direct people to this information on the website (see the discussion on this topic under *Intro & Tour of Website* above). He will compose a summary for the website. M. Kolker gave the prospective member names to A. Junker and she will send them information on how to become members.

J. Blohm moved to approve the VP of Membership report. A. Hammond seconded. Motion carried.

#### **VP of Education & Professional Development—Kelly Rippen/Allison Junker**

##### *Administrative Staff Committee*

No report.

##### *Admission Committee*

Following the last meeting, J. Verhein and K. Rippen were in contact with the committee regarding the necessity of a two day/two night workshop. The committee submitted their updated agenda as one and a half days/one night. The board approved the new agenda. J. Blohm will get information about the event on the

website as soon as he gets information from the committee.

*Registrar Committee*

A. Junker reported that the Professional Development workshop went very well. 32 people attended, the speakers were excellent, and the feedback from the evaluations was positive. A. Hammond explained the idea of the endorsement presented by Joe Head. The board discussed the benefits of this type of program. K. Rippen suggested asking the Research Committee to look into other states that have similar programs.

*Diversity & Multiculturalism Committee*

No report.

*Board Retreat 2009*

No report.

E. Siffring moved to approve the VP of Education & Professional Development report. A. Hammond seconded. Motion carried.

**Past-President's Report—Ed Siffring**

*Nominations & Elections Committee*

E. Siffring met with the committee just prior to the board meeting. They came up with a list of NACRAO members they plan to contact for nominations for the following positions:

President-Elect

VP for Communication

Secretary

A. Hammond moved to approve the Past-President's report. M. Kolker seconded. Motion carried.

**President Elect Report—Amy Hammond**

*Local Arrangements Committee*

The committee has decided to give t-shirts this year instead of bags. They are still planning for paintball as the New Member night, although they are looking for

options for people who don't want to participate. The board raised questions about liability, but the paintball company has plenty of coverage. The committee is also searching for a keynote speaker.

A. Junker moved to approve the President Elect report. E. Siffring seconded. M. Kolker offered to do a free DJ show again if the committee is interested. Motion carried.

### **President's Report—Kelly Rippen**

#### *NOW Bus Tour Committee*

E. Siffring reported that the event went very well. It lasted 3 days, and there were 26 participants. Concordia was one of the host schools. They had beer (made by Ed) and brats night at the President's house. The participants all enjoyed themselves.

K. Rippen suggested we make an effort to push the event for next year since it will be out on the west side of the state. A. Hammond recommended especially pushing it to counselors working on the east side of the state since they may never have seen the schools out west. E. Siffring suggested NOW build a presence at the high school counselor's conference. Perhaps EducationQuest already participates in this conference and can advertise the tour. K. Rippen will discuss the possibility of this with Joel Dickinson, as well as advertising on the high school counselor listserv. E. Siffring questioned what would happen when the 5-year tour cycle is up. Would there be any new participants or all "sophomores"? K. Rippen said she would get an update from the committee prior to the July meeting.

#### *Transfer Fair Committee*

No report from the committee. M. Kolker indicated that Kristin Buscher, one of the potential new members from College of Saint Mary, had participated in the transfer fairs. That was how she found out about NACRAO. K. Rippen will contact committee chair Cindy Cammack with K. Buscher's name as a potential committee member.

E. Siffring moved to approve the President's report. M. Kolker seconded. Motion carried.

### **Other**

#### *Committee Budgets*

See discussion in the Treasurer's report above.

*Affirmative action ban*

K. Rippen was asked if NACRAO has an official stance on this issue. The board decided we shouldn't take a stance, but it would be helpful to find out more information about it and educate our members on the topic. M. Kolker thought this would be a good project to add to the list for the Research Committee. Information about the issue could be put on the website, sent to the listserv, and discussed at the Fall Conference.

*Nebraska Coordinating Commission – University of Phoenix*

University of Phoenix has asked about becoming a member. A. Hammond thought they should be Affiliate Members. This was confirmed by checking the website of the Nebraska Coordinating Commission, who placed them in the same category as Vatterott and ITT Tech. K. Rippen will send A. Junker the contact information to send them an application for membership.

*Other*

The board discussed upcoming fall conferences –

The following have already been planned:

2008: Grand Island

2009: Lincoln

After that, nothing is decided, but we discussed possibilities:

2010: North Platte – Convention Center or Holiday Inn Express

2011: Hastings

2012: Norfolk – Divits

K. Rippen will check into locations in North Platte and possibly McCook. M. Kolker recommended Norfolk because he has served as a DJ for a wedding there.

**Meeting adjourned**

Meeting adjourned at 12:56 pm.