

**Southwest College Health Association**  
**Executive Committee Meeting, June 1, 2010 Minutes**

**Attendees: Beverly Kloeppe, Debbie Rosenberger, Amy Frederick, Jo Antreasian, Kathy Saichuk**

<b>Subject</b>	<b>Discussion</b>	<b>Action Items/Follow-up</b>
<p>Welcome</p> <p>Review of Minutes from last meeting.</p>	<p>The minutes from the 2/4/10 Executive Committee Meeting (Conference Call) were reviewed. A correction was made to the spelling of Dr. Williamson's name and the minutes were approved.</p>	<p>Approval of Minutes from 2/4/10</p>
<p>Treasurer Report: Amy Frederick, SWCHA Treasurer</p>	<p>Amy Frederick reported:</p> <p>December 2009 Balance: \$11,925.41 Checking, \$30,117.30 Savings.</p> <p>Periodic Deposits for memberships about \$2000 since December 2009</p> <p>Sponsorship for upcoming SWCHA/RMCHA Meeting: \$5000</p> <p>Expenses:            \$500.00 Music for ACHA Conference            &lt;\$200.00 miscellaneous expenses for upcoming SWCHA/RMCHA Meeting.</p> <p>Bank Accounts at Wells Fargo transferred to Albuquerque. A retroactive reduction of the Service Fee was negotiated. The services fee for credit card processing was unnecessarily maintained after the Austin meeting.</p> <p>Treasurer changed to two-year position; should help with treasurer continuity reduced learning curve. Amy felt it was very helpful to have a complete notebook supplied by Dannille to Amy Frederick and suggested a check list for future Treasurers</p>	<p>Formal Treasurer Report will be attached to meeting minutes.</p> <p>Amy will create a checklist for future Treasurers.</p>
<p>Insurance for Officers</p>	<p>Bev plans to purchase this for SWCHA Officers per ACHA recommendations.</p>	
<p>Regional Representative Report: Kathy Saichuk, Region I Representative</p>	<p>Summary of ACHA concerns:</p> <p><b>1) Phoenix, Arizona, ACHA Meeting, 2011</b>            New immigration surveillance law was discussed. Many spoke for and against meeting relocation during the ACHA Board meeting.</p> <p>About 65% supported keeping the meeting location; "don't run from confrontation."</p> <p>A resolution has been proposed to make a statement about ACHA values.</p> <p><b>2) Health care reform</b>            ACHA has hired a lobbyist to make sure college health is at the table during discussions about health care systems and health insurance.</p> <p>Everyone is concerned about the effect of national policy changes</p>	

	<p>on student health Insurance and college health services.</p> <p>Jim Mitchell's webinar on National Healthcare changes was felt to be very helpful.</p> <p><b>3) Mortality rates on college campuses</b>  Jim Turner is leading a survey about mortality rates on college campuses. No valid data on alcohol related deaths for college students exist. His hypothesis is that most rates will be below the age matched non-college population.</p> <p><b>4) ACHA Officers</b>  Kathy's term as Regional I Rep expires during this meeting and David Rousmaniere will be replacing Kathy.</p> <p>ACHA recommends purchase of liability insurance for SWCHA Officers</p>	
New Professional Award	Shirley Wade is the recipient of the New Professional Award from ACHA this year.	Congratulations Shirley!
Liability Insurance	ACHA strongly recommends a liability policy. SWCHA has not purchased the policy in the past, after discussion, consensus was that SWCHA should purchase it for Officers.	Bev will talk with the agent and obtain pricing. She will also check with other affiliates to see if it is standard to purchase it for all officers.
Albuquerque SWCHA/RMCHA Meeting Planning, Jo Antreasian	<p>Event planning so far has included:</p> <ol style="list-style-type: none"> <li>1) 37 programs for meeting. Great presenters.</li> <li>2) Continuing education credits are being applied for, taking care, with ACHA's new pricing structure, that you submit for only those you know will qualify.</li> <li>3) Will try to offer at least one session for each time period, for each discipline with education credits</li> <li>4) Using Survey Monkey for tracking continuing education and evaluation was discussed</li> <li>5) Using ACHA's new program evaluation process is possible as well. Feedback is that this service does not preparing certificates.</li> <li>6) A preliminary schedule has been set up and was distributed.</li> <li>7) Sponsors: Jo Antreasian has been recruiting sponsors for the meeting.</li> </ol>	.
SWCHA 2011 Meeting Discussion	<ol style="list-style-type: none"> <li>1) Rocky Mountain offered another combined meeting for 2011</li> <li>2) Alternatively, Bev suggested consideration of every other year meeting, with officers gathering /networking or retreat on off years. Informal, but topics submitted for discussion.</li> <li>3) Will facilitate smaller colleges involvement.</li> <li>4) Alternatively, piggyback on ACHA national meeting. Perhaps coming early to the National Meeting. Interfere with National Meeting extra activities. Break time? January? Warm places? Visiting campuses and stay in dorms during down time? Cruises off-season?</li> <li>5) Perhaps it can be the President's choice.</li> <li>6) Perhaps some of it can be covered by SWCHA to help encourage involvement.</li> </ol>	Bev will discuss with James Allen

	<p>7) Time for networking could be helpful.</p> <p>8) Other affiliates have similar retreats. Low cost options.</p> <p>9) Bev will discuss with James Allen and perhaps he can research what other affiliates are doing in this area.</p> <p>10) Start out by suggesting get together in Phoenix as adjunct to National Meeting.</p> <p>11) SWCHA Executive Board can make the decision. Look at bylaws to see at what level the decision needs to be made.</p> <p>12) Encourage involvement by small schools without enough support staff to plan a meeting or fly in and out of.</p>	
Bylaws	Need change on website. Jeanne Carpenter pointed out one paragraph Article VIII Section 1, is not correct on Web site. Needs alignment on the changes we voted on in the last election.	Bev will make sure website is aligned and dated appropriately.
Website	<p>Currently, Rebecca, at Dellamark, makes changes. Arrangement originally made with Leah. Difficult to make changes quickly with someone in a different location. In-house web master preferable. Difficulty with timeliness. Do we have a contract?</p> <p>Website belongs to SWCHA.</p> <p>Official Board Recommendation for IT person at same University as the President, if resources available.</p> <p>Logo and “thank you” on website for sponsoring the SWCHA meeting is being offered as part of meeting sponsorship.</p>	<p>Bev will look into the current contract/arrangement with Dellamark and make a call directly to Rebecca about the board’s recommendation for local website.</p> <p>Bev will also look at preparing an MOU for web services for the future and present at the</p> <p>Academic Health Plans should be removed from the website, unless they continue to sponsor the website.</p>
Best Practices Award	Need to start asking for nominations this summer	
Upcoming elections	<p>Need nominations for 2010-11.</p> <p>President Elect, Historian</p> <p>Must be member of ACHA</p>	<p>Bev will put out request for nominations.</p> <p>Is there someone willing to service on nominating Committee? Ask if anyone is interested. Leave space for write-in on ballot. Perhaps our past alternative presidential candidate would be interested.</p>
Conflict of Interest Policies, Kathy Saichuk	<p>Recommendation: Should not have speaker directly paid by commercial interests. OK to have sponsors of a speaker that SWCHA chooses.</p> <p>Kathy is designing Conflict of Interest Policy for SWCHA. Written sanction procedures needed so Conflict of Interest has enforcement ability. Membership can be removed. The policy has evolved because of ethical issues with affiliate money handling.</p>	<p>Kathy Saichuk will send a draft to Bev.</p> <p>The Executive Board will review.</p>
Meeting Adjourned		