AUA Board Meeting Minutes  
January 22, 2018 (Make up meeting due to snow closure)  
WEBB 2202

Attendance: Tania Alvarez, Dan Campbell, Daniela Cigularova, Bev Forbes, Morel Fry, Arminda Israel, Alice Jones, Susan Kenter, Trey Mayo, Tisha Paredes, Jenna Rowlands, Tancy Vandecar Burdin.

Meeting was convened at 11:03AM by President-elect Tania, as Michele was unable to attend.

The minutes from the previous meeting were not distributed and so will be reviewed along with the minutes from this meeting at the meeting in February.

The group decided to cancel the Holiday Pot Luck because of the slow start to the semester because of snow days. We all agreed that we are covered for programming for the Spring semester.

Tania shared information from Michele about rescheduling the VP Panel. The group was fine with the March 7th date, that most VPs seemed able to attend (or to send a representative, at least). North Cafe is already reserved for the event – 12-1:30PM. However, Dan will also look to see if Hampton/Newport News room is available as a back up in case fewer people RSVP due to the rescheduled date.

The call for nominations teaser for the two awards has gone out already. The series of three official call for nominations are ready to go. The form is all set, and is a Qualtrics survey so they process should be streamlined this year. For the committees, the President is ex-officio and cannot vote but facilitates the discussion. For the MPA award, the past president and previous award recipients serve. For the J. Worth Pickering award, it is the President Elect and past award recipients. Overall, the process is more streamlined and succinct this year. The website helps a lot.

March 5th is the deadline. We had a conversation about the somewhat stressful timing of the process due to needing to get award winner names and bios to the group doing the program for the University awards events. We discussed moving the call for nominations to the Fall, with the reveal/surprise still occurring in the Spring. Everyone was in agreement, and could see no real issue with moving the timing. Maybe late Oct/Nov for the Call for Nominations, with a due date of December, and selection of the winners in January. Tisha and Trey will work on a specific timeline to bring to the next meeting for discussion.

February events: Women’s basketball game – Saturday 2/17 at 2pm. The group ticket price for bowl level is $5, with a minimum of 10 to buy. There is a $5 surcharge. Dan will create an email and coordinate with Amy to send it out next week, hopefully. Dan would like people to pay in advance so as not to create an financial issues for AUA. This is a bring-your family event.
There is also a work-day game: February 2\textsuperscript{nd} between 11am and 1pm. “Education Day.” Tickets are free to faculty/staff. Will be marketed as a QUL event.

Mid March is the Women’s Caucus event. Remika is penciled in, but the group needs a sub-committee to firm the details up. This is the self-evaluation writing workshop.

VGEA – Jarin was not available to provide an update.

Discussion about swag. Susan showed an example of a “table top banner stand.” DL can provide one for free to AUA. The group liked the idea and Susan will work with someone in her office to get a rough design/pictures drafted for it. We talked about various options for a give-away item. Pens/stylus seemed to be the most cost effective.

Recognition subcommittee is meeting Wednesday.

The meeting with President Broderick is not yet set. Past, present and future president attend this meeting each year. Tania will remind Michele about getting this set up.

**Treasurer’s Report**

We had one new membership.

Next meeting is February 12\textsuperscript{th} at 11AM in LC 1311.

Meeting was adjourned.