



Executive Committee Meeting
Wednesday, September 1, 2021
Via conference call

Minutes

Call to Order

2:01 PM

Old Business/President Updates (John)

- Approve minutes from August 2021 Meeting
 - 1st: Demetria; 2nd: Matt; all in favor

New Business (John)

- Texas Swing Calendar 2021 (Being Updated)
 - Updated on website
- Virtual Graduate Fair (Update by Victor)
 - Simplicity platform is good for large institutions, but CareerEco would work better for our fairs
 - Members thought we should host at least one fair in mid-to-late October or November as well as one in the Spring
 - Matt would like to rethink how to organize the host school
 - John and Matt will look into the costs
 - Heather recommends scheduling it on November 8 or 15
 - John will visit with CareerEco

Financial Report (Matt)

- Monthly Update
 - Majority of deposits were memberships
 - Matt deactivated the card that was erroneously used by our previous VP; TxGAP was reimbursed for those erroneous charges.

Committee Chair Reports

- Membership (Alisha)
- Communications & Marketing (Vacant; Interim: Victor)
 - He continues to update the website
 - Should send an email to members informing them of the open position
- Professional Development & Strategic Initiatives (Victor)
 - At minimum, Victor was to host a round table similar to the hot topics during the summer
 - Mentorship Program: he will follow up with mentors
 - Give Victor any information that may help with professional development topics
- Summer Institute (Demetria)
 - 25 hotels have been contacted

- The hotels highlighted in green are the most popular
- Members decided to narrow the list down to Marriot Plaza and Estancia Del Norte in San Antonio.

Discussion Items

Motion for Adjournment

Meeting adjourned at 2:30 PM

