I. Call to Order – Carol Jacobs, President-Elect, called the meeting to order at 10:33am. Gina Alexander, President, was not present at the meeting.

II. Approval of Minutes – President-Elect Carol Jacobs called for motion to approve the minutes of the September 23 PA meeting. Motion made, seconded, and approved.

III. Report of Officers –
   a. Vice President – President-Elect, Carol Jacobs, provided an update on summer orientation volunteer opportunities.
      a. In order to boost our membership drive, potential members respond best to current PA members when asked to join
      b. The time commitment is greater this year, with the addition of more orientation sessions and more orientation session types on the calendar
      c. If a volunteer is coming from out-of-town, housing could be provided by the parent orientation team during over-night orientation sessions
      d. A survey will be sent via Sign-up Genius as orientation approaches
   b. Treasurer – Carol Jacobs, President-Elect, turned the treasurer report over to Stephanie Brown, Director of Orientation and Transition Programs, for an update on the FY18 financials.
      a. A financial summary was not provided during the meeting due to limited spending since the September meeting. The majority of spending for the parent association takes place during the summer months when merchandise is purchased, membership materials are gathered, and we begin recruiting new members to join the organization.
      b. Later in the agenda, we will be drawing names for the 2018-2019 Draw Scholarship Awards. $25,566 is the amount allocated for scholarships, allowing us to draw 51 names

IV. University Reports
   c. University Update – Stephanie Brown, Director of Orientation & Transition Programs reported the following updates:
      a. Enrollment update – projects for the fall semester are that we will be flat with enrollment, staying at or near 38,000 students
      b. The UNT System has a new chancellor, Lesa Roe, who has a vision to make things more efficient on the system level. There have been some noticeable changes at the system level, realigning responsibilities of departments and offices
      c. There are a few construction projects on-going on campus:
i. The new residence hall and tour center are projected to open spring 2019

ii. A stand-alone dining hall is being designed and will begin construction during the 2018-2019 semester – this project is exciting because we believe it will invite more students to eat on campus. There can be a stigma with dining halls that only those that live on campus should eat in them, which is not the case. This facility will be in a central location and invite diners of all type to eat.

iii. The renovations to the College of Visual Arts and Design (CVAD) building are coming along. The new wing is set to open for the fall semester and then construction will resume on the current structure.

d. Athletics had its most winningest season in 2017-2018 since 1978. In addition to many coaching changes over recent years, Dining Services in the Division of Student Affairs hired a sports nutritionist to work with our athletes and much progress can be attributed to their guidelines and program.

e. The UNT system is participating in a Gallup Survey for Staff with a goal of being named a best place to work.

f. Some of you may have seen UNT in the media in recent weeks due to an unfortunate incident at a campus retail location. Know that the UNT campus does not condone discriminating behavior and actions were taken immediately by all departments and parties involved.

b. Parent Programs Update – Stephanie Brown, Director of Orientation and Transition Programs, reported the following updates:

- A new Parent Programs Coordinator was offered a position and we are waiting on details with HR before an official announcement is made as to who that person is
- Two years ago we began the process of acquiring a database to manage and upkeep membership data for the Parent Association. There are new guidelines at the system level requiring certain levels of documentation before we can form an agreement with a third-party organization.
- Stephanie also reiterated the request that having Parent Association members volunteer at orientation helps with merchandise sales and membership drives. Realizing that it’s asking a lot for folks to take time off work to participate, any help is appreciated.

VI. New Business

a. Tuition Draw Scholarships
   a. 85 applications were submitted for the scholarships.
   b. The Parent Association is able to award 51 draw scholarships and 5 names will be selected as alternates. Alternates are selected in the event a student does not end up enrolling for the semester.
   c. A basket was passed around the room and 51 scholarship winners and 5 alternates were noted.
VII. Discussion/Comments

a. A suggestion was made by a member for a better online presence for the organization.
b. A question was asked about when renewal information would be sent to current members. Stephanie Brown, Director of Orientation and Transition Programs, explained that renewal processes start in August, before memberships expire 8/31.
c. A suggestion was made by a member that we have more of a presence at campus events, including possibly tailgating at football games.
d. A question was made by a member asking about send-off parties and the role of the association. Stephanie Brown, Director of Orientation and Transition Programs, explained that send-off parties were a “seal the deal” type program for students prior to the fall semester and encouraged any parent association member local to a party to attend. Information about the association is shared at each event.

VIII. Dates to Remember

**Freshman Orientation Dates:**

<table>
<thead>
<tr>
<th>Session Type</th>
<th>Date Details</th>
<th>Session Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>High Achieving Session</td>
<td>Friday, May 18 – Saturday, May 19, 2018</td>
<td>one-night orientation session</td>
</tr>
<tr>
<td>Freshman Orientation 1</td>
<td>Tuesday, June 12 - Thursday, June 14, 2018</td>
<td>two-night orientation session</td>
</tr>
<tr>
<td>Freshman Orientation 2</td>
<td>Friday, June 15 - Saturday, June 16, 2018</td>
<td>one-night orientation session</td>
</tr>
<tr>
<td>Freshman Orientation 3</td>
<td>Monday, June 18 - Wednesday, June 20, 2018</td>
<td>two-night orientation session</td>
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<tr>
<td>Freshman Orientation 4</td>
<td>Friday, June 22 - Sunday, June 24, 2018</td>
<td>two-night orientation session</td>
</tr>
<tr>
<td>Freshman Orientation 5</td>
<td>Tuesday, June 26 - Thursday, June 28, 2018</td>
<td>two-night orientation session</td>
</tr>
<tr>
<td>Freshman Orientation 6</td>
<td>Monday, July 9 - Wednesday, July 11, 2018</td>
<td>two-night orientation session</td>
</tr>
<tr>
<td>Freshman Orientation 7</td>
<td>Thursday, July 12 - Friday, July 13, 2018</td>
<td>one-night orientation session</td>
</tr>
<tr>
<td>Freshman Orientation 8</td>
<td>Monday, July 16 - Tuesday, July 17, 2018</td>
<td>one-night orientation session</td>
</tr>
<tr>
<td>Freshman Orientation 9</td>
<td>Sunday, July 22 - Tuesday, July 24, 2018</td>
<td>two-night orientation session</td>
</tr>
<tr>
<td>Freshman Orientation 10</td>
<td>Wednesday, July 25 - Thursday, July 26, 2018</td>
<td>one-night orientation session</td>
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<tr>
<td>Freshman Orientation 11</td>
<td>Monday, August 6 - Tuesday, August 7, 2018</td>
<td>commuter session</td>
</tr>
<tr>
<td>Freshman Orientation 12</td>
<td>Thursday, August 16 - Friday, August 17, 2018</td>
<td>early move-in session</td>
</tr>
</tbody>
</table>

### Other Important Dates

Send-Off Parties — July/August (dates/locations will be announced in June)

Mean Green Move-In Weekend – Saturday, August 18 – Sunday, August 19

First Day of Classes—Monday, August 27

IX. Adjournment – with no further business, President-Elect Carol Jacobs adjourned the meeting at 11:38am.

Respectfully submitted,

Stephanie Brown, Director of Orientation and Transition Programs

9/27/18