



Kentucky State Meeting
Thursday, March 8, 2018
Mississippi Coast Coliseum & Convention Center (Biloxi, MS)

- 1) Call to Order – 5:15 PM (CST)
- 2) Roll Call of Institutions Present
 - a) Bellarmine University
 - b) Centre College
 - c) Eastern Kentucky University
 - d) Morehead State University
 - e) Spalding University
 - f) Transylvania University
 - g) University of the Cumberlands
 - h) Western Kentucky University
- 3) Approval of KAHO Business Meeting Minutes (10/6/2017)
 - a) Motion by Eastern Kentucky University, seconded by Centre College
 - b) No dissent – Minutes approved
- 4) Governing Council Reports
 - a) Graduate Student Representative – Ayanna Ross
 - i) Would like to connect with schools and their graduate students to best support them and their needs
 - ii) Looking at a needs assessment to determine needs of graduate students
 - iii) Would like to connect with CHOs to a list of graduate students at their schools
 - b) Small School Representative – LaRon Collier
 - i) Report read by Leslie Maxie-Ashford
 - ii) Has been updating to Small School CHO list, and will send out to members once complete
 - c) Secretary/Treasurer – John Michael Haky
 - i) \$950 in revenue from KAHO 2017
 - (1) Minus \$98 for KAHO awards, \$852 will be paid to the organization
 - ii) SEAHO Corporate Scholarship was not used, so scholarship amount will be retained by the organization
 - iii) Only current projected expense going forward is the RELI Scholarship
 - iv) Current balance of organization account is \$3,636.54
 - v) Minutes and activities from KAHO 2017 are posted to the KAHO website
 - d) President-Elect – Dr. Anthony White
 - i) Report read by Leslie Maxie-Ashford
 - ii) Has been chairing Constitution Review Committee
 - e) Colonial – No Report
 - f) President – Leslie Maxie-Ashford
 - i) Transition in SEAHO State Representative position
 - (1) Christina Reyes accepted position in another state and resigned position
 - (2) Victoria Suttmiller (Northern Kentucky University) has been appointed the new SEAHO State Representative
 - ii) SEAHO Report submission deadline is April 10

- (1) All schools are encouraged to submit to the SEAHO Report
- iii) Christina Reyes has created a transition document for the SEAHO State Representative position
 - (1) SEAHO will be using this document as a template for their State Representative positions
- iv) KAHO recognized by SEAHO leadership for their social media use
- v) RELI applications are due March 16
- vi) Has been working on editing the Kentucky SHO listserv for the state and the region
- vii) Working to close out KAHO 2017 business
- viii) Working with University of Louisville to start planning for KAHO 2018
- ix) Looking to create plan for conference sustainability model
 - (1) Talked with different states about their models and budgets

5) Old Business

- a) KAHO 2017 Wrap Up
 - i) Conference report is available
 - ii) 95 delegates present representing 18 colleges/universities
 - (1) 12 undergraduates
 - (2) 8 graduates
 - (3) 75 professionals
 - iii) 28 sessions presented
 - iv) 7 sponsors
 - (1) 2 at the gold level (> \$1,000)
 - (2) 2 at the silver level (\$500 - \$999)
 - (3) 3 at the bronze level (\$250 - \$499)
 - v) Conference returning \$852 to KAHO
 - (1) Check should be in the mail

6) New Business

- a) Transition in the State Representative Position
- b) Constitution Review Committee Review
 - i) See attached document for recommendations
 - ii) Suggestion to look at SEAHO and other states' mission, vision, and values to ensure consistent message across region
 - iii) Will make updates and provide to member schools for feedback to create legislation
 - iv) Reminder to check spam/clutter folders in case KAHO messages are landing there
 - v) Governing Council will be working to clean up and refine listserv for better communication
- c) KAHO 2018
 - i) Tentative dates are October 4-5, 2018
 - ii) Any thoughts or means of assistance would be appreciated

7) School Reports

- a) Bellarmine University – finished up student staff selection (80 applications) and will be doing reveal party for placements soon; hired new operations person, Colleen Donovan-Arnett; currently hiring a Residence Life Coordinator position, a Director of Identity & Inclusion, adding an Assistant Director to that space, and a Director of Service & Leadership; campus is moving to a system-wide overhaul of language; has been charged with being fiscally responsible to manage budgets; currently completing an 18-month strategic planning process; finished SACS CLC 10-year re-accreditation process; this year's QEP is Inclusivity through Community Engagement

- b) Centre College – Record number of RA applications (82); had current RAs re-apply for their position for the first time; completing campus master plan that include new residential facility (hope to break ground by the end of the year); Vice President for Student Affairs was honored as a Hall of Fame honoree by CPAK; at full staff and hiring a Coordinator for next year; working with Diversity office to implement a bias reporting system
- c) Eastern Kentucky University – completing some strategic planning during budget cut discussions; Lisa Mendenhall chaired ACUHO-I Academic Initiatives Conference; currently hiring for Assistant Director for Training & Staff Development and Graduate Hall Director positions; record number of RA applications (280) and current RAs returning for next year
- d) Morehead State University – Housing Office has transitioned to another building; conducting search for Hall Director position
- e) Spalding University – As of December, has been at capacity; Residence Life Coordinator position opening in June; started to build ideas to create an Intramural program for campus
- f) Transylvania University – Closing largest first-year student residence hall and opening new residence halls; hired 4 new graduate Area Coordinators; recently sent out offer letters to RAs
- g) Western Kentucky University – Hilltopper Hall (newest residence hall) will open in the summer; engaged architectural firm to start planning for freshman village as part of master plan; currently hiring for several live-in positions, Living-Learning Coordinator, and new Assistant Director for Student Success position
- h) University of the Cumberlands – Dean of Student Life retired and has had an interim dean; has been making the transition from paper documents to digital documents; updating and reviewing RA expectations and experience

8) Discussion

- a) Residence Hall Front Desk Operations
 - i) Challenges of staffing residence hall front desks 24-hours per day
 - (1) Different options include using RAs during certain times, outsourcing for workers, employing students, have a department/campus security staff at the desks.

9) KARH Updates

- a) Annual Conference in 2 weeks at Northern Kentucky
- b) Recruiting for State Board of Directors positions
- c) Searching for Host for 2019 Annual Conference

10) SEAHO Service Awards

- a) Lindsey Gilmore, Bellarmine University
- b) Cody Cook, Centre College

11) Adjourn – 6:12 PM (CST)

KAHO Constitution Review Committee Recommendations

Chaired by: Dr. Anthony White, President-Elect

- Develop and add KAHO Mission, Vision, and Values (see SEAHO Constitution). This will help define who we are, what we are, and what we stand for as an organization
- Split the Treasurer and Secretary into two respective positions. This will provide more opportunity for representation on the executive board and allow the secretary to focus on correspondence and bridging the gap between member institutions.
- Strategic planning inclusion in the Bylaws (see SEAHO Constitution). We all know this is important but can be time consuming. Adding the cycle in the constitution will help to ensure it gets done and that the organization is always planning and preparing for what's ahead.
- Add at least one additional standing committee. As currently structured there are only 4 at large positions to serve on standing committees. The other spots are reserved for host committee or governing council members. This could help boost interest in the organization and serve as a stepping stone for exposure and potential governing council grooming.
- Under article V add SEAHO annual meeting and the state/commonwealth CHO meeting.
- Add revenues and expenditures as standalone article (see SEAHO Constitution). This can help add insight to how the organization operates financially. In this day and age the more transparent we can be about being wise stewards of monies the better.