



Interested in joining the CUPA-HR South Carolina Chapter Board?

We are always looking for great talent to join the board and would like to know if you have an interest in becoming a CUPA-HR South Carolina Chapter board member. Serving as a member of the board offers incredible opportunities to continue your own development and build your professional network in the higher education human resources profession. Below is some information on the benefits of being a board member, a description of the positions, term lengths, requirements, and time commitment.

Frequently Asked Questions

Why become a chapter leader?

Gain leadership skills:

- Seize the opportunity to develop and fine-tune your leadership skills outside of your department or institution.
- Learn to build teams with diverse perspectives.
- Gain experience that will enrich your skill set.
- Test your ability to collaborate.
- Select positions participate in CUPA-HR's annual Association Leadership Program and meet region and national leaders.

Make a difference:

- Share expertise and knowledge.
- Enrich your colleagues.
- Strengthen your profession.
- Introduce new ideas – change is good!

Develop your career:

- Become more deeply involved with your passion – Higher ed HR.
- Elevate your standing on your campus and in CUPA-HR.
- Build your resume.
- Obtain grassroots experience for future upward mobility in CUPA-HR.
- Learn how professional associations work.
- Network within and across chapters for best practices and great ideas.

Have fun!

- Make life-long friends and connections.

What is required to be a member of the board?

Board members must be committed to the chapter and its activities (two to three board meetings a year and attendance at our chapter conference).

Board members should be employed in higher ed HR with no less than 50% of their job devoted to HR activities.

Board members must be listed as representatives of a higher education institution that is a member of the CUPA-HR national organization.

Board members should provide leadership that is consistent with [CUPA-HR's values](#), including its commitment to providing equal opportunity for participation in all aspects of the organization.

What is the time/financial commitment?

The board meets two to three times a year, some of which are teleconferences. One of these meetings is held the morning of the first day of the chapter conference. Board members (or their institutions) are responsible for covering the cost of travel to these meetings.

Board members are expected to attend the spring workshop and fall conference when held. Registration fees for the events are covered by the individual or their institution.

Spring Workshop:

- Fees for the spring workshop are generally around \$75-\$125 for the full-day workshop.
- The spring event is generally held in the Triangle/Piedmont area of the state to lessen the need for overnight travel.

Fall Conference:

- Fees for the fall conference are generally around \$150 for the two-and-a-half-day conference.
- Lodging is generally around \$150-\$200 per night (two to three-night stay depending on location).

What are the term lengths?

Terms of office for the **president, president-elect, past president (or chair, chair-elect, past chair)** shall begin on July 1 following the date of election and shall continue until the following June 30. The chapter president automatically succeeds to the office of past president in the year following tenure as president. The president-elect shall succeed to the office of president in the year following tenure as president-elect.

The **secretary** and the **treasurer** shall serve **two-year terms** beginning on July 1 and ending June 30. Members may be re-elected to a two-year term in these positions. *These positions will be filled in alternating years.*

What is the process to join the board?

Step 1: Submit a [Board Interest Form](#) or a [Committee Interest Form](#) to the board (joyj@clemsun.edu). Individuals can nominate themselves or other candidates.

Step 2: The board will review nominations and select the best candidates for president, president-elect and committee members.

Step 3: Results will be announced.

Position Overviews

The **president** serves as the chief volunteer of the chapter and partners with the regional and national CUPA-HR boards to achieve the association's mission. The president provides leadership to the board of directors, who sets policy for the chapter. The president also chairs meetings of the board after developing the agenda and helps guide and mediate board actions with respect to organizational priorities and governance concerns. The president may appoint committees as he or she determines is advisable to assist in accomplishing the mission and goals of the chapter. (Automatic progression from president-elect)

The **president-elect** shall serve as the special aide to the president, and shall assume all presidential duties in the absence of the president. The president-elect serves as chair of the program planning committee charged with planning and implementing the annual conferences and meetings of the chapter.

The **past president** shall act as advisor to the president and the board to ensure continuity of leadership.

The **treasurer** shall ensure that the chapter operates on sound fiscal principles. The treasurer shall present to the board of directors the chapter's annual budget and periodically report on the chapter's fiscal status. The treasurer shall recommend to the board of directors all fiscal policies and operating procedures.

The **secretary** shall record all official actions of the board of directors and of the membership at the chapter's annual business meeting. The secretary will also ensure that members are notified of time, date and place of meetings, and ensure the distribution of agenda materials.

The **committee member's (multiple positions)** responsibilities may include, but are not limited to, assisting with the planning and implementation of all chapter events (program planning), call for proposals, communications, web maintenance, professional development and miscellaneous assignments based on the needs of the chapter. To become a committee member, submit a [Committee Interest Form](#) to the board (joyj@clemsun.edu). Individuals can nominate themselves or other candidates.

NOTE: The current vacant positions are president-elect and treasurer. The CUPA-HR South Carolina Chapter is always in need of committee members. If you are interested in any of these positions, please complete the provided interest form.

If you have any questions regarding any of the Board positions, please contact Joy Patton at joyj@clemsun.edu.