



WESTOP SoCal Chapter  
Meeting Minutes  
October 9, 2020

**1. Call meeting to order**

1.1. 10:15 am by President, Angie Alvarez (PCC)

**2. Quorum – Dalia Hernandez (CSUSB) for Caroline Felix (CSUSB)**

2.1. Quorum is met.

**3. Review Agenda**

3.1. Revisions

3.1.1. Dalia Hernandez is stepping in for Caroline Felix.

3.1.2. Temo Solorio is no longer serving as Legislation Chair.

3.2. Motion to approve agenda with revisions by Sergio Galvez (CLU), second by Kevin Baker.

3.3. Agenda approved with updates.

**4. Approval of Minutes**

4.1. Motion to approve minutes as presented with no revisions by Dalia Hernandez (CSUSB), second by Cristina Aguirre.

4.1.1. Minutes pass as presented.

**5. Executive Board Reports**

**5.1. President's Report – Angie Alvarez (PCC)**

5.1.1. Fair Share: did not meet goal for last year. Ana will present any updates.

5.1.2. Resource development: Valeria is working on creating virtual shop.

5.1.3. Student Development: Position is still vacant. We need to host a conference this year in order to give scholarships.

5.1.4. Technology: Amel has been meeting with Technology chair in WESTOP level and working on updating websites.

5.1.5. Membership and elections: As of September 10<sup>th</sup>: 133 members. Victoria will provide update.

5.1.6. WESTOP:

5.1.6.1. Now on Google sweet. Email update: [Socalchapterpres@westop.org](mailto:Socalchapterpres@westop.org), transitioning drive to new account.

5.1.6.2. Annual conference will be virtual. Theme: Resilience: Charting the Course Forward Together. Hotel cancelled contract without penalty. Committee has started planning, if interested please reach out to our SoCal member Michelle Scott, Co-Chair.

5.1.6.3. Fiscal affairs updates: Now under a WESTOP account. We are all one entity; we all have the same Tax ID. Tax filing period- July 1<sup>st</sup> - June 30<sup>th</sup>.

5.1.6.4. Proposed bylaw change: adding Equity, Diversity, and Inclusion Chair(s).

5.1.6.5. New chapter president elects onboarding- Horacio will be participating.

5.1.6.6. Listserv will be migrating to new WESTOP.org domain- one voting members and one public.

5.1.6.7. BOD meetings in Kona, HI and Flagstaff, AZ are still up in the air.



5.1.7. Question from Fernando Marquez- When will the Student Development Conference or programming happen?

5.1.7.1. Angie: Usually in the spring, April or May. Since it is virtual the dates would depend on the chairs.

5.1.7.2. Leo Villalobos: He and Jasmine are interested in chairing that event.

5.1.7.3. Katie Pena and Temo Solorio have also volunteered to assist.

5.1.8. Last update: Temo has agreed to chair the Legislation chair.

5.1.9. Question from Cristina Aguirre- Regarding the proposed bylaws- are any committees being replaced? Also, how would that impact the budget?

5.1.9.1. At WESTOP level, it's not it's not replacing anything that's in addition to the service console positions that we currently have. If or when it is added must begin July 1<sup>st</sup> and it will be added to our budget.

5.1.9.2. Cristina- Is there an estimate?

5.1.9.2.1. Angie: None.

## **5.2. President-Elect – Horacio Aceves (Occidental College)**

5.2.1. Thank you to all who volunteered to help with student development.

5.2.2. Events Horacio is supporting will be taking place in the spring.

5.2.3. Stayed tuned for Ledge Ed updates this year. Specifically- APR season starting in November. Will be sending out dates through listserv.

5.2.4. Plug for PDS- completely virtual.

5.2.5. Please reach out if interested in supporting.

## **5.3. Past-President- Dalia Hernandez (CSUSB)**

5.3.1. Please see posted report.

5.3.2. Keep an eye out for WESTOP round tables that are being scheduled.

5.3.3. Dates for APRs coming up.

5.3.4. General COE information

5.3.5. Planning to have Professional Development scholarships- call for nominations in December.

5.3.6. Hold off of Professional Development Academy until March 2021.

5.3.7. List if resources available.

5.3.8. PDS- end of this month; refer to co-chairs to talk about PDS.

5.3.8.1. Eddie Paje- Theme blazing pathways for change zooming into a new decade.

5.3.8.1.1. Keynote speaker Dr Nathan Sussons and celebrity guest speaker John Quinones.

5.3.8.1.2. Closing date: October 25<sup>th</sup>.

5.3.8.1.3. Kevin Baker: can present regarding parliamentary procedure is running effective meetings.

5.3.8.1.4. Angie: Care package being mailed.

5.3.8.1.5. Dalia: Looking for moderators.

5.3.9. Question from Sergio Galvez: Regarding the WESTOP annual conference, what is the platform that will be used?

5.3.9.1. Dalia: Board is making a decision regarding the platform. One option: Open water.

5.3.9.2. Angie: committee is looking into Socio

5.3.9.3. Jesus: Socio- working on a contract. Also wants to make sure the Pacific Islands are able to use it.



#### **5.4. Treasurer's Report – Miguel Zarate (RCC)**

5.4.1. Angie has posted the most recent report.

5.4.2. Forms are also changing, asked for clarification as to when to start using the new forms.

5.4.3. Any correspondence please mail to telecommuting address posted on report.

#### **5.5. Address from WESTOP President Kimberly Williams**

5.5.1. Gave thanks for all the work the membership is doing.

5.5.2. Congratulate chapter with leadership.

#### **5.6. Motion to accept executive board reports**

5.6.1. Motion to accept executive board reports by Eddie Paje, second Sergio Galvez.

### **6. Service Council Reports**

#### **6.1. COE Fair Chair Campaign- Ana Prado (CLU)**

6.1.1. Position encourages membership to contribute to Fair Share campaign.

6.1.2. Contributions are made in two ways, 1- Institutional membership and 2- personal contributions. There is a 10-for-10 campaign- give 10 \$10 donations, document will be uploaded to the chat.

6.1.3. We have not been given the goals for this year.

6.1.4. We did meet our 10-for-10 goal last year.

6.1.5. COE met goal and over by 4%, WESTOP was very close at 99%, WESTOP California at 94%.

6.1.6. Recommendations- check on institutional membership. If possible- donate and encourage team.

#### **6.2. Legislation and Education – Temo Solorio and Horacio Aceves**

6.2.1. APR dates will be sent out through listserv.

#### **6.3. Membership and Elections Committee Report – Victoria Garcia (CLU)**

6.3.1. As of September 30<sup>th</sup> we're at 182 members. 21 new members.

6.3.2. Registration is still open.

6.3.3. Recommendations: Get involved with the many events coming up.

#### **6.4. Public Relations – Leonel Sanchez**

6.4.1. Main goals and priorities and flyers and publicity for events.

6.4.2. Priority right now is for PDS.

#### **6.5. Resource Development – Angie Alvarez for Valeria Rizo**

6.5.1. Submitted as presented.

6.5.2. Working to add online store.

#### **6.6. Student Development- Vacant**

6.6.1. Submitted as presented.

#### **6.7. Technology – Angie Alvarez for Amel Khan (CSUDH)**

6.7.1. Report submitted as presented.

6.7.2. Reminder to set your Amazon Smile charity to WESTOP.

#### **6.8. TRIO Alumni – Laura Orozco (Student Smart Tutors) and Albaro Martin (UCR)**

6.8.1. Alumni networking event at the same time as the Presidents dinner on Monday the 26<sup>th</sup> from 5-6pm.

6.8.2. Meeting with WESTOP Alumni chair brainstorming First Gen celebration.

#### **6.9. Motion to accept service counsel reports**

6.9.1. Motion to approve service council reports by Dalia Hernandez (CSUSB) second by Miguel Zarate (RCC).



## **7. Unfinished Business**

7.1. None

## **8. Action Items**

8.1. None

## **9. Membership Discussion Items**

9.1.1. How are SSS personnel retaining students?

9.1.1.1. Eddie Paje- Just finished Summer programming, with academic year has tutoring and mentoring. Student coordinators are hosting events like movie watch parties. He writes a lot of letters of recommendation.

9.1.2. Recruitment and after school hours offered sessions, how to address them fatigue and still provide a central service?

9.1.2.1. Temo Solorio- having discussions with administration to eliminate fatigue as much as possible. Keeping in mind the amount of time.

9.1.2.2. Fernando Marquez- Purchased take home science experiments. Focus on being active and engaged.

9.1.2.3. Jesus Maldonado- created an incentive program. Using tutors from summer program for familiarity.

9.1.3. Sergio Galvez- How to help students on a step-by-step basis filling out the FAFSA, any online screen sharing programs.

9.1.3.1. Angie- Used Zoom, they have a demo account that can be used.

9.1.3.1.1. Ernesto Partida- easy to include the families since they are at home.

9.1.3.2. Dalia- all programming has been shifted to Monday-Friday. Scheduling student labs. Adopted Cranium Café. Tutorials on YouTube channel.

9.1.4. Katie Pena- Process requesting permission from two different program officers for one Director to oversee two programs.

9.1.4.1. Albaro Martin- email both program officers in separate emails.

9.1.5. Albaro Martin- question for Dalia regarding Google suite.

9.1.5.1. Dalia- will have Conrad Valdez contact you.

9.1.5.2. Sergio- Cal Lu assigned emails to the summer participants for Blackboard, the emails were eliminated after the classes ended.

## **9.2. Announcements**

9.2.1. Ramon Gallegos- will be releasing a survey to get some more information on what the membership thinks as in respects to EDI.

## **10. Adjournment**

**10.1.** Motion to adjourn meeting by Sergio Galvez, and second by Kevin Baker.

10.1.1. Meeting adjourned at 11:40am.