

# Western Association of Educational Opportunity Personnel President-Elect Report 2018 – 2019

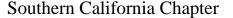
## September 28, 2018 Chapter Meeting

Name:	Angelica "Angie" Alvarez	
Position:	President-Elect	
Committees to Oversee:	Overseeing	Overseeing w/ President
	Public Relations	Resource Development
	Technology	Professional Development
	Student Development	TRIO Alumni
Committee Chairs/Co-Chairs:	Laura Garcia	Caroline Felix/Ernesto Partida
	Amel Khan	Hortencia Cuevas/Sergio Galvez
	Liz Hanna	Angie Alvarez/Dalia Hernandez

**Position Description:** Work closely with the President to acquire the skills, competencies, and knowledge of chapter objectives, activities, procedures and services.

## **Key Responsibilities:**

- 1. In case of the absence or disability of the President, to temporarily exercise all the powers and perform all the duties of the President.
- 2. In case of vacancy of the President, to succeed to the office of the President for the remainder of that term of office as well as his/her subsequent term of office as President.
- 3. Will oversee all aspects of the annual Student Leadership Conference and TRIO Day of Service.
- 4. Will oversee the following service council positions: Public Relations, Resource Development, Technology, Student Development and TRIO Alumni.
- 5. Attend all Chapter general meetings, executive committee meetings, monthly conference calls, and two in person retreats.
- 6. Any other duty and task as assigned by the President, which is related to the overall purpose of the Chapter and the good of the Association.
- 7. Participate in WESTOP and Chapter committees as needed.
- 8. Prepare a written report one week prior to scheduled chapter meetings and submit them to the president.
- 9. Candidate must be available for training at the conclusion of next year's WESTOP Conference. During the Presidency the candidate must attend five WESTOP Board Meetings.
- 10. Candidate must attend the last WESTOP Board of Directors Meeting to ensure a smooth transition. This meeting traditionally occurs in May/June.
- 11. Other duties as assigned by the WESTOP Board related to the overall purpose of the Chapter and the good of the Association.







#### **Goals & Priorities**

2018-2019 Goals: Help engage more Student Equity programs to increase membership and participation

2018-2019 Priorities: Work with Board and Service Council to increase participation in SLC and PDS in addition to our Fund Development Activities.

### **Updates**

- Helped identify individuals to serve on Service Council
- Toured properties with Professional Development Co-Chair for PDS location
- Hosted our Fall Board and Service Council Retreat @ PCC
- Helped transition the website to reflect the 2018-2019 Board & Service Council
- Transitioned our new Technology Chair into the position

Recommendations	

#### **Action Items**

Respectfully submitted,

Angie Alvarez

