

**WESTOP SoCal Chapter  
Meeting Minutes  
December 4<sup>th</sup>, 2015  
Mesa College**

**1. Call meeting to order**

1.1 10:21am by President, Eva Amezola (Norco College #34)

**2. Review Agenda**

2.1 Removed professional development piece due to absence of Professional Development Chair

2.2 Comment-add additional announcements-Eva Amezola (Norco College #34) Diana Felix (Mount San Antonio College #11)-agenda approved as it stands

**3. Approval of Minutes**

3.1 Miriam Alonso (Norco College #7) *3.1 look at spelling of her last name*

3.2 4.4 last name for Miriam Alonso (Norco College #7)-look at Nikki's name so it is consistent "Harrison" or "D Harrison"

3.3 Look at Tony's spelling on 4.12

3.4 Look at announcements-missing name for #47

3.5 Tomasa Mauricio (San Diego State University #20) 4.10 "Hortencia has been charged with creating a committee for professional development scholarship committee"

3.6 Diana Felix (Mount San Antonio College #11)-Legislation and Education- Not the first year that students can attend policy seminar-cross out "first year"

3.7 Motion to approve minutes Tomasa Mauricio(San Diego State University #20) second Christina Aguirre (University of San Diego #24)-Motion carries to approve minutes

**4. Executive Board Reports**

**4.1 President's Report-Eva Amezola (Norco College)**

4.1.1 Bernice Delgado added to Membership & Elections. She will be working with Berenice Jau on the same committee.

4.1.2 Welcoming of new members: Jonathan- Guadalupe Guerrero-Palomar College UB, Brian Sanchez-Palomar College UB, Carlos Pineda- Barrio Logan, Grace Uriarte-SDSU, Alison de la Rosa-SDSU Counseling Intern, Cara Lee-SDSU UB, Christine Ortiz-SDSU UB, and Elizabeth Amanzo-Chaffey College.

4.1.3 Executive Board and Service Council Monthly meetings: last meeting was on 11/23/2015. Also, two in person meeting to build cohesiveness and be more organized for chapter meetings.

4.1.4 January 15<sup>th</sup> is the next EBSC retreat at Norco College

4.1.5 Budget-two propositions in budget: If approved, \$4000.00 will be added for the Professional Development Scholarships (Budget is subject to WESTOP Board of Director's approval).

- 4.1.6 If approved, \$3,000 will be allocated to 3 scholarships to current TRiO professionals in graduate school and the remainder \$2000 will be for funding for member participating in conferences or policy Seminar.
- 4.1.7 Professional Development Scholarships: scholarship committee should oversee SLC scholarship and professional Development Scholarship-
  - 4.1.7.1 Marichu Magana (Mesa College #5)-Great endeavor. The more we do for the member the stronger the association becomes
  - 4.1.7.2 Tomasa Mauricio - (San Diego State University #20) good idea to separate scholarships. Definitely support the idea for two separate committees.
- 4.1.8 Currently in the budget there are \$5000.00 for Student Development which is the reason for the dollar amount chosen
  - 4.1.8.1 However; there are donations that come in ONLY for student scholarships
- 4.1.9 Another line item, if approved, would be to pay for mileage for Executive Board and Service Council.
  - 4.1.9.1 What had to be eliminated in order to come up with the \$3000.00?
    - 4.1.9.1.1 Eva Amezola (Norco College #34) -Nothing. PDS was very profitable. Money has been raised via chapter meetings and resource development. The chapter has been making income
      - 4.1.9.1.1.1 Angie Alvarez (Pasadena City College #12)-Eva and I have made the budget reflect inflation. We have compared numbers to past years and found that the chapter is making more money from events. With the modifications, we were able to find increases.
      - 4.1.9.1.1.2 Rosalie Lopez (Imperial Valley College #23)-great idea that UB alum can be recipients of Professional Development Scholarships
      - 4.1.9.1.1.3 Carri Fierro (University California San Diego #19)-inform Supervisors, about the chapter paying for mileage to avoid any conflict of interests
    - 4.1.9.2 Technology-last we heard, the SoCal website will be transferred. A camera has been purchased and the meeting is being live streamed. A voice recorder was purchased for secretary for recording meetings. Tablecloth for chapter was purchased.
    - 4.1.9.3 WESTOP board is expecting conference call 1/29-1/30, next meeting in Reno.

- 4.1.9.4 Two more meetings to go after today: one in Reno and the last at Long Beach City College.
- 4.1.9.5 At the WESTOP level, most positions are filled.
  - 4.1.9.5.1 Christina Aguirre (University of San Diego #24)- Research Chair is Monica Mola from Reno, Nevada. Public Relations is vacant.
- 4.1.9.6 WESTOP 2015-2016 goals: Strengthen and engage membership, create systems that will enhance the operations of the Southern California chapter via Google Drive.

#### **4.2 Treasurer-Angie Alvarez**

- 4.2.1 Worked closely with chapter President to have budgets reflect inflation
- 4.2.2 PDS was very profitable-silent auction brought \$1000.00 and the Disneyland ticket raffle also was profitable
- 4.2.3 Payments for 2014 and 2015 PDS online payments were processed which decreased the amount of loss for 2014.
- 4.2.4 All scholarships have been paid out except for 2 that may be pending.

#### **4.3 President Elect-Tony Garcia (not present)**

- 4.3.1 Under the President Elect-the position requires to oversee the Service Council.
- 4.3.2 Current President Elect is working with Student Leadership and Research Chair

#### **4.4 COE Fair share Campaign-Miriam Alonso**

- 4.4.1 Purpose of fair share is not just to have membership be institutional members but to also have members had personal contributions to help with COE.
- 4.4.2 Nationwide goal for contribution is 3 million dollars. For California it is \$260, 000.00.
  - 4.4.2.1 For SoCal WESTOP the contribution is a little over \$7000.00 according to Jessie Baker.
- 4.4.3 Working with Tara Grant, to seek out institutions whose membership has expired to have them renew memberships
- 4.4.4 Orlando Florida training for grant writing upcoming in January
- 4.4.5 COE has meet 28% of their monetary goals
- 4.4.6 To date amount for SoCal is \$1,127.00.
- 4.4.7 There are more sign-up sheets for members who would like to sign up for ten for ten.
  - 4.4.7.1 Tomasa Mauricio (San Diego State University #20)-could you reiterate the importance of COE and fair share to new members because COE does lobby for our programs? COE is our voice when we are not in Washington D.C.

#### **4.5 Legislation and Education-Diana Felix**

- 4.5.1 Policy seminar is one of the oldest forms of advocacy for TRiO Programs.

- 4.5.2 TRiO staff goes to Capitol Hill to make programs known especially in regards to funding.
- 4.5.3 If you are not able to attend policy seminar, you can collect your program data or success stories to have attendees use at congressional meetings.
- 4.5.4 February 9<sup>th</sup> is the last day to get specific room pricing.
- 4.5.5 If your institution needs a proposal to have your institution pay for policy seminar expenses, there is a template available for you to use.
- 4.5.6 Deadline to receive discount on registration is Dec. 18<sup>th</sup>, 2015. Find all information online. It is really important to attend.
  - 4.5.6.1 Christina Aguirre (University San Diego #24)-it does not hurt to ask your institution to fund attendance to COE. COE will waive one of the registration fee, if we get five personal contributions
    - 4.5.6.1.1 Tomasa Mauricio (San Diego State University #20)-any update on the status of Higher Education Act? Not much has happened. COE is working on language to submit. If would like to send recommendations or comments please send this week.
      - 4.5.6.1.1.1 Yolanda Cataño (Palomar College #15)-is Policy Seminar only for UB and ETS?
        - 4.5.6.1.1.1.1 Diana Felix (Mount San Antonio College #11)-no, SSS is also included. You can ask for Student Equity funds.
    - 4.5.6.1.2 Associated student programs has a line item for lobbying-Marichu Magana (Mesa College #5)

#### **4.6 Membership and Elections-Bernice Delgado**

- 4.6.1 Working on targeting SSS programs to increase involvement and membership
- 4.6.2 If you are a new member and you have not received a WESTOP handbook or journal, they are available.
- 4.6.3 At the WESTOP level, a spreadsheet is available to see programs that are currently funded.

#### **4.7 Professional Development-PDS-Niki D. Harrison (Not Present)**

- 4.7.1 125 guests at PDS, 40 members attended ETS pre-conference, 12 different workshops.
- 4.7.2 Raised a total of \$18,000.00
- 4.7.3 PDS evaluations will be posted and available for membership to view

#### **4.8 Tiffany Samuel-Public relations**

- 4.8.1 Moving on to 2<sup>nd</sup> phase of viable PR program to create viability and presence. 1<sup>st</sup> phase-photo worlds, 2<sup>nd</sup> phase-e-features and hoping that is showcases all programs to show Trio program being active at different universities

- 4.8.2 On e-features, there will be a director's show case form. Directors needs to provide feedback on all the great things that are happening at the institutions.
- 4.8.3 Once paid institutional members are confirmed, e-mails will start going out to Directors

**4.9 Research Chair-James Johnson (not present)**

**4.10 Resource Development-Hortencia Cuevas (not present)**

- 4.10.1 Contacted LA Galaxy and they are happy to provide with a career component.
- 4.10.2 The LA Galaxy schedule will be available in January and we are hoping to have an event in March.
- 4.10.3 Dodgers have been contacted and will work with option for the spring as soon as schedule is available.

**4.11 Student Leadership Conference-Angel Meraz (not present)**

- 4.11.1 Final date for conference is April 30<sup>th</sup> at CSUSB.
- 4.11.2 Theme "lift while you climb"
- 4.11.3 Guest speaker-confirmed
- 4.11.4 Capacity 500 people including presenters, students, and staff. 10 people per grant (including staff) and first come first serve. One complimentary per program
- 4.11.5 Recipients of SLC scholarships will receive free registration.
- 4.11.6 Looking at including more McNair
  - 4.11.6.1 \$30 early bird and \$40 regular fee
  - 4.11.6.2 Marichu Magana (Mesa College #5) in the past Mesa College has brought students as presenters. How will that work?
    - 4.11.6.2.1 Eva Amezola (Norco College #34)-they will still be counted. If they are part of the event, they pay. If they present and go, they will not be charged for registration.
  - 4.11.6.3 Trio Day is also coming up in the spring
  - 4.11.6.4 Keep a look out for registration e-mails

**4.12 Technology Julie Mendez and Tony Hwang (not present)**

- 4.12.1 Julie is really trying to implement the remind 101 text.
- 4.12.2 There will be instructions on how to sign up for the list serve and for the remind 101 text.
- 4.12.3 Julie will share with the membership many different technology tricks to use with students and the chapter

**4.13 Career Professional Development Initiative-Gustavo Ocegvera (not present)**

- 4.13.1 No formal report
- 4.13.2 Eva will have a meeting him and discuss what is happening at the Board of Directors level to have something created by 2016.

**5. Unfinished Business**

- 5.1 No unfinished business

## **6. Action Items**

6.1 No action items

## **7. Announcements**

7.1 Cristina Aguirre-WESTOP Board President update:

- 7.1.1 All members should have received an updated strategic plan
  - 7.1.2 Joy Brittain is doing a great job updating bylaws. Feedback will be necessary for members to be voted on at the conference.
  - 7.1.3 Lydia Perez is the new Chair for Professional Development to create the Emerging Leaders Program
    - 7.1.3.1 Looking at creating strand of workshop at the conference and then opening up the application to have a cohort of professional apply
  - 7.1.4 Marichu has done a great job making sure WESTOP is up to date on taxes
  - 7.1.5 Working on logo looking to have launched at 2016 Annual Conference
  - 7.1.6 WESTOP website needs to be more cohesive.
  - 7.1.7 Former Chair of Public Relations has formally changed the name of the WESTOP Page to WESTOP Region
  - 7.1.8 Membership-a welcome packet has been sent out to all membership.
    - 7.1.8.1 As a member, if there is anything you would like the Board to look at please share any suggestions.
  - 7.1.9 COE sent out a representative to each PDS.
  - 7.1.10 Working closely with Fernando Cardenas to include alumni at the annual conference
  - 7.1.11 Communication and marketing-biggest pieces is having a logo and putting together something that really shows the impact that the programs have on student participant.
  - 7.1.12 C-vent did launch for annual conference-April 3<sup>rd</sup>-6<sup>th</sup> at Reno, Nevada. There will be a pre-conference on April 2<sup>nd</sup> for Upward Bound grant writing.
  - 7.1.13 Conference in 2018 destination is Waikiki. Hoping to have a hotel set by January 2016
  - 7.1.14 Arizona would like to be reinstated back as a conference location.
  - 7.1.15 No updates on TRiO eligibility regarding students who are undocumented.
- 7.2 Preventing overlapping of student enrollment in TRIO projects
- 7.2.1 Making sure that no student is denied the opportunity to apply to a TRIO program

8. Meeting adjourned at 12:54pm-Eva Amezola (Norco College #34)

