



WESTOP SoCal Chapter
Meeting Minutes
September 28, 2018
CSU San Bernardino, San Bernardino, CA

1. Call meeting to order

1.1. 10:20am by President, #4 Dalia Hernandez (CSUSB)

2. Roll Call and Quorum - Claudia Garcia

2.1. Quorum is met.

3. Review Agenda

3.1. #4 Dalia Hernandez (CSUSB) would like to remove Statewide TRIO Day MOU from agenda under Action Items because it's been postponed.

3.2. Motion to approve agenda by #49 Marichu Magana (SD Mesa College), second by #97 Janai Molina (CSU Bakersfield).

3.3. Agenda approved as amended.

4. Approval of Minutes

4.1. Motion to approve minutes as presented with no revisions by #49 Marichu Magana (SD Mesa College), second by #32 Mayra Macias (CSULB).

4.2. Minutes pass as presented.

5. Executive Board Reports

5.1. President's Report - Dalia Hernandez (CSUSB)

5.1.1. Laura Garcia from Harvey Mudd College will be Public Relations.

5.1.2. Reviewed 2018-2019 Goals and Priorities.

5.1.3. Chapter General Updates: A Chapter Timeline for 2018-2019 has been developed. The timeline provides an overview of our Chapter and a schedule of chapter activities/events.

5.1.4. Chapter Board and Service Council: Research chair position is vacant, anyone interested please contact Dalia or our President Elect, Angie Alvarez.

5.1.5. TRIO Day of Service is confirmed for Saturday, February 23rd, 2019. TRIO Day Chair Laura Orozco is working with Uriel Delgado from NorCal to coordinate a statewide TRIO Day.

5.1.6. Resource Development: Support our efforts by participating in opportunity drawings, PDS silent Auction and other events. Chapter Polo – suggested donation \$40 and Water Bottle – suggested donation \$10

5.1.7. Student Development: SLC 2019 will take place in April.

5.1.8. Policy Seminar is March 24- 27, 2019 at the Hyatt Regency Washington on Capitol Hill.

5.1.9. Chapter Meetings: December 14, 2018, February 2019 at WESTOP 41st Annual Conference and May 31, 2019.

5.1.10. Budget: Accounts balance as of 09/25/18, balance reflects paid deposits for PDS and PD Academy venues. Detailed report provided by Treasurer.

5.1.10.1. Business Checking: \$1,361.46

5.1.10.2. Business Market Rate Savings: \$2,026.51

5.1.10.3. Total Combined Balance: \$3,387.97

5.1.11. WESTOP Update: Participated in the WESTOP Board Meeting held in Flagstaff on August 4-6, 2018 via Zoom. Next Board Meeting scheduled for November 2-4, 2018 in Las Vegas.



- 5.1.11.1. Strategic Plan extended for one additional year. Board and Service Council begun work on new strategic plan.
 - 5.1.11.2. WESTOP 41st Annual Conference scheduled for February 14-17, 2019 at Phoenix Hyatt Regency in Phoenix. Registration information will be released in early October. Same registration rates as the previous conference will apply.
 - 5.1.11.3. SoCal Chapter budget for 2018-2019 approved by the Board.
 - 5.1.11.4. COE Spraggins Grant: WESTOP has not received notification from COE. However, a request for the \$500 match from WESTOP has been submitted to the CFO.
 - 5.1.11.5. Discussed Statewide TRIO Day. WESTOP supports the event but will not be able to provide any funding this year.
- 5.1.12. Recommendations: that WESTOP SoCal participate in First Generation College Student Celebration by highlighting First Generation professionals and students in our social media platforms. Members are strongly encouraged to submit their stories and that of their students to President Elect Angie Alvarez and Public Relations Chair Laura Garcia.

5.2. President-Elect – Angie Alvarez (PCC)

- 5.2.1. Reviewed the committees she oversees.
- 5.2.2. Helped identify individuals to serve on Service Council
- 5.2.3. Toured properties with Professional Development Co-Chair for PDS location
- 5.2.4. Hosted our Fall Board and Service Council Retreat at PCC
- 5.2.5. Helped transition the website to reflect the 2018-2019 Board & Service Council
- 5.2.6. Transitioned our new Technology Chair into the position
- 5.2.7. She was invited through COE to participate in the Executive Leadership Institute and will attend in October 7-10 at Cornell University.
 - 5.2.7.1. #32 Mayra Macias (CSULB) asked who is paying for her expenses.
 - 5.2.7.2. #4 Dalia Hernandez (CSUSB) stated that WESTOP SoCal will cover for her travel only and it was included in the budget. COE and Cornell University are covering lodging.

5.3. Treasurer's Report - Elizabeth Morales (Long Beach Community College)

- 5.3.1. Report provided by Angie Alvarez
- 5.3.2. Checking Account Deposits: \$0
- 5.3.3. Total Expenses: \$8,108.70

6. Service Council Reports

6.1. COE Fair Chair Campaign- Laura Orozco (Study Smart Tutors) & Miriam Carrillo (Norco College)

- 6.1.1. 2017-2018 Numbers
 - 6.1.1.1. 10 for 10 goal met!
 - 6.1.1.2. Goal set by COE: 25 SoCal members would sign up to personally contribute at least \$10 a month for 10 months, to contribute a total of \$100 BY June 30, 2018. Goal met! We had 36 members.
 - 6.1.1.3. Total numbers: \$408,000 goal for WESTOP as a region was met! This amount includes personal contributions and institutional COE memberships. \$8,548.38 in personal contributions came from the state of California!
- 6.1.2. 2018-2019 Goals
 - 6.1.2.1. Waiting to receive our goals from COE.



- 6.1.2.2. Dalia hopes for 46 10 for 10 contributions but Laura and Miriam's goal is to have 50 contributions.
- 6.1.3. #9 Michele Scott (CSULB) wants to focus on institutional memberships. COE will support those who pay their institutional membership first compared to those who do not. COE advocates on your behalf.
- 6.1.4. #98 Amel Khan (CSUDH) – she used the new website to make her contribution.
- 6.1.5. We will have an opportunity drawing for those who contributed at the end of the meeting.
- 6.2. Legislation and Education - Horacio Aceves (Occidental College)**
 - 6.2.1. GAN's released from Dept of Ed., includes a 4.25% budget increase & # of students served increased
 - 6.2.2. Anticipate "math & science" supplemental funding in October
 - 6.2.3. HEA & PROSPER Act: No updates, legislation stalled until after midterm elections
 - 6.2.4. Conference calls by COE were hosted earlier this month, updates provided on GAN's and supplemental funding
 - 6.2.5. He wants to build a committee to collect program data for WESTOP Factbook and Policy Seminar 2019
 - 6.2.6. #42 Dalia Hernandez (CSUSB) notifies members to be cautious because some GANs still reflect the old number of participants and do not show the increase of participants (section 10 of GAN).
- 6.3. Membership & Elections -Desiree Rivera (Norco College)**
 - 6.3.1. Early bird membership deadline is October 8th
 - 6.3.2. Contact Desiree Rivera to verify your membership
- 6.4. Professional Development**
 - 6.4.1. PDS – Hortencia Cuevas & Sergio Galvez
 - 6.4.1.1. Rescheduled PDS; New Dates: Sunday, November 18--Tuesday, November 20th at Hyatt Regency Westlake in Westlake Village, CA in Ventura County
 - 6.4.1.2. Registration: Early bird \$175, September 27-October 27 , Regular Registration is now \$225
 - 6.4.1.3. Goal is 100 Participants! Register today.
 - 6.4.1.4. They will be remembering the efforts of the late Doreen De Los Santos, for whom the organization's highest honor is named. Please consider anyone you would like to nominate for the Doreen De Los Santos Dynamic Service Award and Outstanding New Members
 - 6.4.1.5. If you are a new member and would like to get involved please consider being a Moderator, it is a great way to start your involvement within the organization
 - 6.4.1.6. Launched Professional Development Scholarships (Graduate & Conference) - deadline is October 5, 2018. Encourage you to apply.
 - 6.4.1.7. Requesting donations for silent auction.
 - 6.4.2. PD Academy – opportunity to be leaders in programs
 - 6.4.2.1. Chapter will pay for one-third of cost.
 - 6.4.2.2. Will be released in late fall.
- 6.5. Public Relations – Laura Garcia**
 - 6.5.1. First task is to put something together for First Generation Celebration Day.



6.6. Research – Vacant

- 6.6.1. Position is vacant
- 6.6.2. Create surveys: SLC and PDS

6.7. Resource Development – Caroline Felix (CSUSB) and Ernesto Partida (PCC)

- 6.7.1. Opportunity Drawings: Thank you to everyone who donated items. Tickets: \$1.00 per ticket or \$5.00 for 6 tickets. There will be a separate opportunity drawing for a LA Dodgers sweater; tickets are \$5.00 per ticket.

6.8. Student Development – Liz Hanna (CSUDH)

- 6.8.1. SLC
 - 6.8.1.1. Priorities: Email and invite WESTOP SoCal members to join the SLC Planning Committee
 - 6.8.1.2. Seeking Volunteer Coordinator, Entertainment (DJ), Conference Program, Marketing/Social Media, Catering, Donations/Giveaways
- 6.8.2. TRIO Day of Service – Laura Orozco
 - 6.8.2.1. Save the Date: February 23, 2019
 - 6.8.2.2. San Diego food bank – time will be sent out soon
 - 6.8.2.3. Los Angeles food bank - time to be determined
 - 6.8.2.4. San Bernardino Helping Hands – time to be determined
- 6.8.3. Statewide TRIO Day – Feb. 21-24, 2019

6.9. Technology – Amel Khan (CSUDH)

- 6.9.1.1. Transitioning to new position
- 6.9.1.2. Created/updated website page for chapter meetings & PDS
- 6.9.1.3. Continued to maintain new WESTOP SoCal Google Group
- 6.9.1.4. Adding members
- 6.9.1.5. Moderating messages
- 6.9.1.6. Transferring members to MailChimp List
- 6.9.1.7. Continued updating website

6.10. TRIO Alumni – Dalia Hernandez (CSUSB) & Angie Alvarez (PCC)

- 6.10.1. Right now Dalia and Angie are chairing this committee
- 6.10.2. If anyone is interested in chairing this committee please notify Dalia.
- 6.10.3. They want to highlight TRIO stories
- 6.10.4. If you are alumni, reach out to us.

6.11. Unfinished Business

- 6.11.1.1. 2018-2019 Chapter Meetings
 - 6.11.1.1.1. Locations
 - 6.11.1.1.1.1. December 14 – we need a location. Working with CSUN but might need an alternate.
 - 6.11.1.1.1.2. February – Phoenix, Arizona during WESTOP Annual Conference
 - 6.11.1.1.1.3. May 31 – Pasadena City College

6.12. Action Items - none

6.13. Membership Discussion Items

- 6.13.1. DoE Update – covered by Horacio
- 6.13.2. Funding – supplemental funding; needs to allocate money by September but we won't get notifications until later.



6.13.3. APRs – they might be delayed

6.13.4. New Members Involvement – there's several ways to get involved. See anyone from the board.

6.13.5. TRIO programming – coordinating services with other TRIO programs.

6.13.5.1. CSUSB – if you can't schedule a campus tour then TRIO programs is more than happy to host and provide a tour.

6.13.5.2. #69 Angie Alvarez (PCC) – we have a new directory app. You can find members and reach out to people from there.

6.13.6. Kimberly Balderrama (UCI) – request for information because had an issue with paying for SLC fee

6.13.6.1. #4 Dalia Hernandez (CSUSB) said sometimes students have a club with program to fundraise.

6.13.6.2. Students can apply to scholarship even though they do not attend SLC.

6.13.6.3. #64 Elizabeth Hanna (CSUDH) – she submitted a proposal to receive money to take her students to SLC.

6.14. Announcements

6.14.1. Opportunity drawing at the end of meeting.

6.14.2. Michele Scott has socks!

6.14.3. Angie Alvarez shared job opportunities are sent through the listserv. Make sure you forward them.

6.15. Motion to adjourn meeting by #9 Michele Scott (CSULB), second by #98 Amel Khan (CSUDH); meeting adjourned at 12:19pm.