

**WESTOP-CENTRAL CALIFORNIA CHAPTER**

**MEETING MINUTES**

September 19th, 2014, Monterey Peninsula College

**Dr. Walt Tribley & Dr. Lawrence E. Walker (MPC Administration) provided us with a formal welcome before the meeting.**

**Present**

1. Cesar Velasquez, CSUMB
2. Jesus Clemente, CSUMB
3. Blanca Melchor, CSUMB
4. Ana Alvarez, CSUMB
5. Ignacio Aguilera, CSUMB
6. Carolina Sordia, CSUMB
7. Clementina Macias CSUMB
8. Liliana Hernandez, CSUMB
9. Sugeyth Ronquillo, CSUMB
10. Kyrstie Lane, CSUMB
11. Omar Murillo, CSUMB
12. Kacey Giammanco, MPC
13. Rustin Beam, MPC
14. Casey Blanco, MPC
15. Laquisha Bradley, MPC
16. Chris Calima, MPC
17. Grace Anongchanya, MPC
18. Sergio Lemus, Reedley College (Conference Call)
19. Daniel Lomeli, Reedley College (Conference Call)
20. Norma Cuevas, Fresno State (Conference Call)
21. Perry Angle, Fresno City College (Conference Call)
22. John Yang, Fresno City College (Conference Call)
23. Fernando Cardenas, UCSB (Conference Call)
24. Gema Carrasco, Reedley College (Conference Call)
25. Mike Rea, UC Merced
26. Martine Granados, Fresno State
27. **CALL TO ORDER/WELCOME/INTRODUCTIONS**

The ***September 19, 2014*** Central California Chapter meeting was called to order by President ***Omar Murillo*** at ***10:58 a.m.*** Sign in sheet provided at entrance.

1. **APPROVAL OF AGENDA**

\*MOTION TO APPROVE THE ***June 6th, 2014*** AGENDA BY ***Carolina Sorida***AND SECONDED BY ***Clementina Macias.*** MOTION WAS APPROVED UNANIMOUSLY.

1. **APPROVAL OF MINUTES**

\*MOTION TO APPROVE MINUTES BY ***Liliana Hernandez*** AND SECONDED BY ***Clementina Macias.*** MOTION WAS APPROVED UNANIMOUSLY.

1. **OFFICER REPORTS**
	1. **Legislative & Education Chair:** Fernando Cardenas (went first because he had another meeting)
		1. Requesting information for Alumni so Fernando can contact them and ask them to be involved in the TRIO Alumni Association
			1. Gema suggested for him to create a flyer that individual programs can post in the social media pages.
		2. Fernando requested for programs to start getting together packets of information about the programs for your congressmen from your students and staff, he will pick this up during the PDS training.
		3. Fernando requested to have contact information from Alumni for PDS next month to join National TRIO Association, and also invite them to attend policy and to get connected with Alumni.
			1. Seems more proper to get the flyer so students can contact him instead of sending the information directly to him (due to some FERPA issues).
			2. Name and email is what he is requesting from Alumni. Flyer will be ready by October 3, 2014. Creating a flyer so programs can reach out to alumni so programs can post on social media pages.
	2. **President**: Omar Murillo, CSUMB
		1. Standing Committee Vacancies
			1. SLC is still pending do the difficulty of location. Possibility of Fresno City hosting
			2. Summer Jam
				1. Contacted multiple parties with not luck; need an institution to host Summer Jam.
		2. PDS
			1. PDS is set for October 23 & 24, Norma will provide more details about PDS.
		3. Cencal Meetings
			1. Fresno October 24
			2. COS (potential location) on December 12.
			3. Santa Clara in March during WESTOP.
			4. Potential meeting at Cal Poly for the last meeting in June.
		4. Board of Directors Meeting in Phoenix, AZ
			1. By-laws are still inconsistent but Board will prioritize cleaning them up
		5. WESTOP 2016 Conference Planning
			1. Conference will be in Reno, Nevada at the Peppermill Hotel.
			2. 2017 Conference
				1. Tentatively set for CenCal to host; need to make sure we voice our opinion about where conference should take place
		6. Strategic plan
			1. Creating 3 year plan is part of the goals for the Board of Directors for this term
		7. Standing Committee/Service Council Connection
			1. Connected some of the standing committee chairs with the service council representative to get conversations going
				1. Feel free to involve Omar in those conversations.
		8. **CenCal guidelines**
			1. Were presented to the board. They see the value, they see it as more of a Policies and Procedures document
			2. Guidelines can be updated to serve the purpose of Policy and Procedure. Hesitant to get rid of the guidelines, but need CenCal members to give their input.
			3. Omar will send guidelines to WESTOP board to see what they think.
			4. Arizona is developing guidelines document. Norma mentioned that Board recommended to get rid of guidelines but Omar said they are thinking about whether we can use them as Policy and Procedure
		9. **TAX ID issues**,
			1. CFO of WESTOP discovered that WESTOP has not filed taxes since 2011, 501c still valid.
			2. by requesting the TAX ID we found out they needed to file. We need to use appropriate language for “raffles” (can no longer call them “raffles”)
	3. **Past-President/PDS Chair:** Norma Cuevas, Fresno State
		1. PDS
			1. October 23rd and 24th, 2014
			2. 20 people registered so far.
				1. After the deadline, there will be an increase
			3. Award nominations for PDS have been sent out by Daniel Lomeli
				1. Committee will review and awards will be given during the dinner on the first day.
			4. Sponsorship forms were sent out by Martina
	4. **President Elect:** Sergio Lemus, Reedley College
		1. Introduction
			1. Looking forward to learning about the president role
		2. Priorities
			1. Wants to find a ways to increase the scholarship fund for students, find a way to raise more funds.
			2. Reach out to more CenCal TRiO programs to let them know about the benefits of CenCal and WESTOP.
		3. Omar commented that Sergio be cc’ed on messages that the Standing Committee sends out.
	5. **Treasurer:** Liliana Sanchez, Fresno State (Norma is presenting on her behalf, she read her report)
		1. Up to date with all transactions, and deposits made, and checks paid.
			1. **Current Balance**: $17,203.07
			2. **Marble Game**: $426.50
			3. **Summer Jam**: all payments have being processed
		2. PDS 2014
			1. Working with Norma for any expenses.
		3. CenCal Scholarship
			1. If students were awarded they need to submit their enrollment verification by deadline, students were informed about the deadline.
		4. Omar mentioned that we are still waiting for some materials for the marble game, in addition to other resource development materials (Patricia from NHU said she mailed the items)
	6. **Secretary:** Gema Carrasco, Reedley College
		1. No report. A recording of the meeting will be sent to her
	7. **Parliamentarian:** Cesar Velasquez, CSUMB
		1. No report. Mentioned updating the guidelines to include procedure for teleconference voting
2. **Committee Reports**
	1. **TRiO Day:** Perry Angle, Fresno City College
		1. There is a conflict with National TRIO Day being scheduled on the last Saturday of our WESTOP conference.
		2. Still need to get details about that to explore how to move forward.
	2. **Research Chair:** Jesus Clemente, CSUMB
		1. Action Items
			1. Work on Promoting and advancing the purpose of WESTOP
			2. Identify the research that is out there on college access and on all the various TRIO programs
			3. Collect a literature review on past research
			4. Collect relevant data to push forward during advocacy activities.
			5. Work with SSS and McNair to explore the possibility of undergraduate research opportunities for our students
		2. Invitation to join the committee. If you find any relevant research, send it to research chair.
		3. He wants to share publication that can be useful in identifying non-cognitive factors in student success (new component of SSS proposal)
			1. Grace commented that there is a former student working on dissertation at MPC. She will have student connect with Jesus.
	3. **Resource Development Chair:** Daniel Lomeli, Reedley College
		1. Has identified at least four businesses for sponsorship
			1. Need tax forms to be up to date to request more money.
		2. Contacted Thiele Technologies, a small business in Reedley CA to get sponsorship.
			1. Encourages everyone to explore different ways to find sponsorships by contacting local businesses.
				1. Clementina is the Resource Development Chair at the WESTOP level and will be connecting Daniel with the Donor database she is requesting access to.
	4. **Scholarship Chair:** Blanca Melchor, CSUMB
		1. Looking for committee members
		2. Would like to edit the application to simplify and to increase the number of students who apply
		3. Wants to create a concrete evaluation to make it fair for all students.
		4. The application will be due on February
			1. Helps increase the number of applications.
			2. Committee will meet once to review application.
	5. **Public Relations and Technology Chair:** John Yang, Fresno City College
		1. Plans to update the website with the most current pictures
		2. Plans to utilize social media to connect with members
		3. Colleagues need to sign up for the listserv if they have not so. First way of communication
	6. **Fair Share:** Carolina Sordia, CSUMB
		1. Still working with staff to get the most updated information
		2. In May the WESTOP Board challenged us to reach our goal and by July 1 it was reached.
		3. Highlight
			1. 100% was returned from 2013 sequestration, and 8.4 million was increased to the TRIO Budget.
			2. COE is very proud of Fair Share contribution
3. **UNFINISHED BUSINESS**

N/A

1. **NEW BUSINESS**

1. **ANNOUNCEMENTS**

1. Need to fill vacancies on Standing Committees

1. **ADJOURNMENT**

\*MOTION TO ADJOURN BY ***Carolina Sordia*** AND SECONDED BY ***Liliana Hernandez*** AT ***12:10pm.*** MOTION WAS APPROVED UNANIMOUSLY