

**WESTOP-CENTRAL CALIFORNIA CHAPTER**

**MEETING MINUTES**

August 30, 2013

National Hispanic University, San Jose, CA

**PRESENT:**

1. Grace Anongchanny MPC [ganogchanya@pmc.edu](mailto:ganogchanya@pmc.edu)
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27. Cesar Velazquez CSUMB [cvelazquez@csumb.edu](mailto:cvelazquez@csumb.edu)
28. Carolina Sordia CSUMB [csordia@csumb.edu](mailto:csordia@csumb.edu)
29. Petra Gomez Cal Poly Video Conference
30. Liliana Cardenas Cal Poly Video Conference

1. **CALL TO ORDER/WELCOME/INTRODUCTIONS**

The ***August 30 2013*** Central California Chapter meeting was called to order by President ***Norma Cuevas*** at ***11:10 am.*** Sign in sheet provided at entrance.

1. **APPROVAL OF AGENDA**

\*MOTION TO APPROVE THE ***August 30, 2013*** AGENDA BY ***Ricardo Marmolejo***AND SECOND BY ***{Name}*** MOTION WAS APPROVED UNANIMOUSLY.

1. **APPROVAL OF MINUTES**

\*MOTION TO APPROVE MINUTES BY ***Joy Britian*** AND SECOND BY ***Patricia Lopez***. MOTION WAS APPROVED UNANIMOUSLY.

1. **OFFICER REPORTS**
   1. **PRESIDENT:** Norma Cuevas, CSUF
      1. Welcome and Purpose of Central California Chapter- WESTOP

Opportunity for members and guests to be informed and updated on Chapter activity and TRiO program matters. In addition, members and guests discuss issues and concerns that impact our programs, create opportunities for collaboration, share resources, align required services with our program activities, and build alliances to promote advocacy.

* + 1. We have a complete Executive Committee. Our previous President-Elect, Luis Gonzalez, resigned his position due to new job opportunity. Jesus Clemente has been appointed as our new President-Elect.
    2. Executive committee had first board training on Monday, August 19 and Tuesday, August 20th at CSUMB.
    3. PDS 2013- October 9th – 11th, 2013 in Seaside, CA.

Location: Embassy Suites in Monterey Bay-Seaside, 1441 Canyon Del Rey, Seaside, CA 9355.

Early registration ended but there are a few more slots available for regular registration price.

Book your hotel rooms for you PDS stay; deadline for $149 rate is September 9th, 2013.

* + 1. **Chapter meeting dates:**

October 11th, 2013- PDS Seaside, CA

December 6th, 2013- Location TBD

March 3rd, 2014- Location TBD

June 6th, 2014- Location TBD

* + 1. Save the date for the WESTOP Conference March 1-5th, 2014 in San Diego, CA
    2. COE conference in Chicago “Looking back & moving forward- Reinvesting in Access and Success. September 8th – 11th, 2013. COE is offering Young Professional’s Reception on 9/9/13.
    3. The chapter has been asked to donate items for the WESTOP silent auction basket $45- $50 per chapter. Basket will be auctioned during the COE conference in Chicago.
    4. Our Legislation and Education Chair has been assigned with the duty to collect data from our chapter and report back to WESTOP. WESTOP will be working with Timoteo Rico to compile and analyze our data.
    5. Bylaws are being reviewed and will present changes to membership and will be voting on them next WESTOP meeting in San Diego, in November 2013.
    6. Association will be seeking additional bids for strategic planning consultant. WESTOP Past-President, Sergio Galvez, welcomes any members to become part of the strategic planning committee. Those interested can contact him. Deadline to find two additional bids for strategic planning consultant is Friday September 13th, 2013.
    7. WESTOP board will appoint an individual to take on the task of finding a consultant to build our website and secure a server.
    8. WESTOP did not meet their fairshare goal for the year.
    9. First newsletter will be launched next month.
    10. Highlights were due on Thursday, August 29, 2013; they will be compiled and submitted to WESTOP Public Relations Chair.
    11. You will be receiving monthly reminders to submit highlights to be included in our monthly newsletter.
  1. **PRESIDENT-ELECT:** Jesus Clemente, CSUMB
     1. Octubre 11(PDS**-**Monterey, CA); December6th (TBD); Mach 7th (TBD); and June 6th (TBD)
     2. 10 AM (Executive Committee): 10:30 AM ( Prof Dev/Roundtables ): 11 AM ( Chapter Mtg )
     3. Need to identify host institution for upcoming meetings: need to secure space, lodging, and or ground transportation or attendees’
     4. Membership: Join WESTOP today!! Current membership drive *("early registration")* continues through September 30, Different levels of support based on corporate, individual, and institutional needs.
     5. Membership opens the opportunity to network and develop professionally through **chapter meetings, professional development seminars,** and **conferences.**
  2. **SECRETARY:** Carolina Sordia, CSUMB
     1. Sign-in at all the meetings
     2. Check your emails
  3. **TREASURER:** Liliana Sanchez, CSUF
     1. As of 8/23/13 we have a current balance of $19,351.97 and
     2. The Marble Game Total: $379.50
     3. The 2012/2013 FY has been reconciled and submitted to Lia Mauga. Also Reconciliation is up to date for this fiscal year.
     4. In April Scholarships have been awarded for the 2012/2013
  4. **PARLIAMENTERIAN:** Omar Murrlio, CSUMB
     1. To learn more of Roberts Rules
     2. Working on bylaws to align with WESTOP bylaws
     3. Implement formalized written motion/amendment process **–** Form will be provided at each Chapter meeting.

1. **COMMITTEE REPORTS** 
   1. **Professional Development Chair:** Martha Escalera, NHU
      1. Registration numbers reached 100. Hotel is ok to accommodate 120; the space in workshop rooms will be changed.
      2. Call for proposals are out, in need for more workshops proposals to come in.
      3. Keynote has been selected, Stockton City Council Member, Adjunct Professor
      4. COE will be sending Alvin Phillips to represent and update on Gov. Relations.
      5. WESTOP President or President Elect invitation reply is pending.
      6. An MOU between both chapters has been created to ensure all parties are in agreements with PDS expenses, profits, contracts, etc.
      7. Ricardo Marmolejo needs Moderators. Forms were distributed for interested moderators.
      8. Need projectors and 4 screens from members.

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* 1. **Student Leadership Conference Chair (SLC):**

Jenny Robledo CSUF, Martina Granados CSUF, Jenny Amaro CSUF

* + 1. Fresno State to host in April 25 or 26, 2014
    2. For high school students and college students. Looking for the right workshops.
    3. Will submit a proposed revised budget.
    4. Will secure all facilities.
    5. Continue to encourage participation from all programs.
  1. **National TRiO Day Chair:** Cesar G. Margarito, Cal Poly
     1. February 2, 2014 with NorCal. Will be a small trip to the Capital
     2. Gather interest from chapter directors about what type of event they would participate in and when.
     3. Will send out survey to chapter directors.
  2. **Legislative, Education & Research Chair:** *Clementina Macias, CSUMB*
     1. Continue effort to secure 100 local meetings with area representative or senator by September 1, 2013. August Recess packet was emailed out at the beginning of the month
     2. Veterans Upward Bound APR was posted in the Federal Register on 7.24.13. Due date for comments is September 23, 2013
  3. College Affordability Campaign (August 22, 2013): Congress can tie federal student aid to college performance so that students maximize their federal aid at institutions providing the best value.
  4. **Scholarship Chair:** Jenny Amaro, CSUF
     1. Asking for anyone who would like to be on the Scholarship Committee to help with reviewing applications.
     2. Chair will update last year’s Scholarship Application and submit to president for review by September 13th for a possible distribution by end of the month.
     3. Chair will solicit and secure additional members for committee.
  5. **Resource Development Chair:**
     1. Patty Lopez recently accepted to chair this position.
     2. Our first fundraiser is today during lunch.
        1. We reserved lunch at Cielito Lindo Restaurant where they will donate 10% of the total bill.
  6. **Public Relations & Technology Chair:** Ben Reynoso, CSUF
     1. Hoping to get our website going by mid-late September, prior to PDS.
     2. Would like for each program to designate one person to be the point of contact to disseminate any changes of staff (contact info, emails, positions, phones).
     3. Thinking of going back to CSU Fresno Listserve which was easier to maintain on his end.
     4. Each person to fil out short Bio and take photo today.
  7. **Summer Jam Chair:** *Diana Tapia-Wright*
     1. N/A

* 1. **Fair Share:**
     1. Position still open.
     2. Norma asked if anyone present was interested in chairing this position. None interested.
     3. Norma would confirm with Jesus Clemente since he had previously expressed an interest.

1. **OLD BUSINESS**
2. **NEW BUSINESS**
3. **ANNOUNCEMENTS**
4. **ADJOURNMENT**

\*MOTION TO ADJOURN BY ***Ricardo Marmolejo*** AND SECONDED BY ***Mike Osorio*** AT ***12:12pm.*** MOTION WAS APPROVED UNANIMOUSLY.