

WACAC Executive Board Meeting
December 8, 2005
Otis School of Art & Design

Attendance: Kavin Buck, Andy Castillo, Elsa Clark, Linda Conti, Lanita Foley, Terri Hart-Divine, Minh Ha Hoang, Heather Keddie, Deanna Kilgour, Alice Kleeman, Mary Jane Lira-London, Esther Lopez, Marc Meredith, Sonia Montiel, Marlena Norman, Walter Pineda, Patty Porter, Stephen Williams

1. Approval of Minutes from September meeting (Marc Meredith)
 - Marc welcomed us to the Otis campus. We reviewed the committee reports. **Motion was made to approve minutes. Seconded and approved.**

2. Approval of Consent Agenda (Marc Meredith)
 - **Motion to approve consent agenda. Seconded and approved.**

3. Secure site for web site (Walter Pineda)
 - Walter explained that there will be some info on the web site that should only be available to certain people. It would be helpful to have a membership list on the site, but we would need a secure site. He is investigating costs and wondered if the EB would find it worthwhile to pursue.
 - Walter put tracking software on the web site. There is no cost associated, and it allows Walter to see how people are using the site. We are getting anywhere from 300 to 500 hits per week on the site, with spikes at times that we have registration information for an event. Minh Ha suggested that we look at how NACAC has secured a portion of its site. Sonja and Marc both pointed out that our organization is permanent but our membership is transitory, so it would be useful to have committee areas on the site that could be used as guides when there is turnover on the committees.
 - Keddie felt that we could save money by going to an online directory (as NACAC has).
 - Marc brought up costs associated with the print newsletter. NACAC is going to an all-electronic newsletter. Marc thanked Marlena for resurrecting the newsletter.
 - Walter brought up requests for us to post information on our web site (for example, UCLA counselor program). How do we decide for whom we will post information? What would be the criteria on which we would base selection for posting? Kavin suggested that a small committee write some rules/regulations relating to outside posting. Marc reminded us that at one point we tried having advertising in the newsletter, but there wasn't much interest in this. Mary Jane pointed out that such postings (with NACAC Seal of Approval) could provide great resources for members. Requesting additional bandwidth could incur new costs. Sonja reminded us that we need to keep our mission in mind as we consider possibilities for advertisement. Marc urged us to consider this possibility only if it is a good resource for the membership, not as a source of new revenue. Marc asked Walter to work with three other EB members to discuss this issue in more depth before our next meeting. Marc asked whether we would want to open our job listings to search firms (hired by member institutions to seek people to fill positions). General consensus was that this would be okay.

4. Change of name for ICL—Diversity, Equity, and Access (Marlena Norman)
 - May 31 pre-conference workshop: Discovering Community
 - We discussed changing our pre-conference workshop title to match NACAC's IDEA (Inclusion, Diversity, Equity, and Access); Elsa pointed out that this makes sense, since the content of the event has changed; Keddie reinforced Marlena's interest in making changes gradually so that people have a chance to get accustomed to new directions; Elsa suggested that this change be discussed in advance with people who have expressed concerns in the past; Marc feels that if we explain rationale for change (over the period of time of two conferences), there should be fewer objections; Marlena will talk to those who have participated in ICL in the past and begin discussing title change with them.
 - President's Council Grant: Marlena would like to know status of this grant, ostensibly to be used to support members to attend Counselors of Color Workshop in summer; Marc pointed out that these are reimbursements, not true grants. Marc suggested that existing committee decide how to disburse travel or registration grants (how many, what amount), then propose that to EB for approval. Total funds available \$5,000 to support four members to attend Counselors of Color Workshop. DEA committee will discuss. Patty suggested that four members be representative of CA, Nevada, Northern and Southern CA, high school and college side. Walter pointed out that it would be great if we could announce these at the conference, but COC is in July, so there needs to be time for members to plan to attend. Marc asked Marlena's committee to select criteria and circulate them to the EB by e-mail for approval. Those who want to attend would write brief proposals (nomination or self-nomination). We discussed ways to keep people involved once they have received one of these grants. Esther reminded us that it's important not to create procedures for formal applications that become roadblocks to people who might be motivated to attend. Walter asked whether the institution's ability to pay should be a factor in selection. Marlena would welcome people's suggestions about setting criteria.
 - Marlena hopes people could review President's and DEA grants together.
5. Identification of candidates to run for office (Linda Conti)
 - Five EB members are coming to the end of their cycle on the EB. Linda sought a member of the EB to add to the selection committee, but Marc suggested that any additional person come from off of the EB. We are looking for people to run for assembly delegate and president-elect (from the college side). Linda pointed out that we could also look to independent counselors for leadership roles. Patty pointed out that we should give due consideration to possible nominees from Nevada. We took time to use WACAC directories to brainstorm possible candidates.
 - Minh Ha is a member of a committee (Intersegmental Coordinating Council) of different groups that pays dues to an organizational committee to coordinate fairs throughout CA; looking for a representative from Northern CA, also a member of AICCU, and from Southern CA (high school side). A discussion ensued about the availability of this list to out-of-state members.
6. Identification of candidates to be mentors (Sonja Montiel) Membership
 - Sonja announced that her e-blast soliciting mentors and mentees brought more than 40 requests; unfortunately, far more are requests from people who want mentors than there are mentors; Sonja is seeking more mentors.
7. Scholarship support for Legislative Conference (Esther Lopez): Government Relations

- Dates: February 13-14, Hyatt Regency across the street from the Capitol. Goal is to have 60 people attend. EB is committed to be present for full legislative conference. Costs come from EB budget, not GRC budget.
- Our legislative conference is a model for other S&Rs; NACAC hopes all S&Rs will develop legislative conferences.
- WACAC members can attend without incurring registration cost. WACAC will also cover one night's lodging (a certain number of reserved rooms must be paid for anyway).
- Esther requested a commitment to support the work and effort of the GRC Committee.
- Esther requested an increase in the budget from \$6,000 to \$10,000. Last year we spent approximately \$6,000, but exact amount is not available because cost of food was covered in another way. Marc pointed out that if we spend more on GRC, we will have to spend less elsewhere in order to balance the budget. Patty mentioned that we could make cuts in printed publications to cover this increase. Sonja added that it's difficult to assess where cuts could be made if we don't have budget categories in front of us. We need to provide incentive for people to attend; they are sacrificing their time, but their institutions' budgets cannot provide money. Marc pointed out that we have the discretion as a board to move things around as line items, but the overall budget was approved at the general membership meeting in Tampa, and we cannot increase the budget. Keddie pointed out that the LC is one of our best opportunities to have an impact on both members and non-members; if CSI has lost money, might that be a good area to suspend until we can figure out how to make it sustainable; Keddie would be willing to give something from AP budget for this effort. Linda pointed out two areas of unexpected savings: no newsletter, one-day meeting for December. Walter asked about possible role of AICCU; Esther explained that their role would be more as consultants. Last year AICCU provided office room for breaks, but couldn't contribute money. Lanita suggested increasing charge to colleges for college-fair participation as a way to increase funds. Patty suggested that Nevada Ad Hoc Committee might not use all of its funds. **Terri moved that we increase the budget for GRC. Seconded and passed. Budget will be increased to \$10,000.**
- Esther also asked for a verbal commitment that all EB members be present at the LC. Linda reminded us of last year's commitment each to bring a colleague.
- Esther requested that we sponsor five WACAC members to NACAC Legislative Conference. Last year WACAC was the biggest S&R delegation. Last year there were 10 scholarships; this year requesting 5 (to pay for expenses, approx. \$1,500 per person, total \$7,500). Last year \$5,000 was budgeted to cover 10 people, but could not fully fund expenses. Last year funds did not come from GRC budget. Marc again reminded us that we don't need to decide where funds will come from, but whether or not to do it. **Terri moved that we allow the Fiscal Policy Committee to find funds to support the proposal to sponsor five WACAC members to the NACAC Legislative Conference. Seconded.** Discussion: Marc feels it is more important than ever for us to be represented in Washington, DC. Keddie pointed out that this is an addition of quite a bit of money; from where will it come? Marc: We could choose not to do any printed newsletter this year. In future years, we could choose not to do a printed membership directory. We could suspend CSI for a year. Last year we spent \$78,000 less than we said we were going to, but took in \$97,600 less than we said we were going to; that's how we wound up in the hole about \$28,000. Alice pointed out that we should let the membership know that decisions reflect our priorities for the legislative agenda. Walter pointed out that we need to be fiscally responsible to our members. If we did no printed newsletters, we would save approx. \$10,000. **Motion approved.**

- **Keddie moved that the EB commit to finding money to support Esther’s proposal to fund five WACAC members to the NACAC LC. Seconded and passed.**
8. Support of Campaign for College Opportunity (Marc Meredith/Linda Conti): Interassociation Committee
 - Esther Hugo has secured some very meaningful partnerships, and the Interassociation Committee is moving forward.
 - Linda: Campaign for College Opportunity (mission statement: “Ensuring that the next generation of Californians has the opportunity to go to college”). This organization is doing a 20-city tour to prompt dialogue to promote solutions. Esther Hugo has connected with this group as a liaison for the Big Idea Committee. The EB is encouraged to sign onto this web site; an alliance between WACAC and CCO could be very helpful. Esther attended their meeting and asked about the role of counselors in this effort; there was no clear answer. Linda will send us a link to the web site. WACAC could have a role in helping the group articulate how counselors will contribute to this effort. Esther Lopez pointed out that this group’s goals are aligned with our legislative priorities, and that Esther Hugo will invite a member to participate in our Legislative Conference. A possible agenda item for February would be whether WACAC would like to be an endorser of this organization (endorsers are listed on the web site).
 9. Confirmation of dates for February, April, and June meetings (Marc Meredith)
 - February meeting is Legislative Conference (Feb. 13, 10:00-1:00).
 - May 30 will be June meeting (!).
 - All EB members should send not-available dates for April to Deanna. Meeting in Southern CA. (Possibly USD)
 10. Other business (Marc Meredith)
 - Elsa: showed us Kavin’s art work for the Save-the-Date card; it will be sent to members and many other categories (approx. 6,000).
 - Kavin: Request for Proposals has been posted on the web site (contact Kavin or Jane McClure).
 - Patty: Proposals should reflect more respect for community college.
 - Marc: Possible future by-law change for discussion in February and presentation at spring meeting (to go into effect one year from September); currently the President-Elect is not a delegate; we have had to use alternates. Marc believes President-Elect should be a delegate. Admission Practices chair should also be a delegate.
 - Walter: Areas of web site need to be updated; those who have responsibility for those areas should evaluate their sections and give Walter info for updates.
 - Walter: would like input from EB on areas where we might benefit from doing substantial research; Elsa: working with Esther Hugo on Big Idea Concept would be a good idea (and check with Linda Zimring for other research areas)
 - Esther: Whatever happened to Public Relations? Jenny Woo sent an e-mail to the EB . . . We need to decide as an EB whether we want to adopt her proposal.
 11. **Motion to adjourn. Seconded. Approved.**