

MINUTES  
OREGON TRIO ASSOCIATION  
June 17, 2004  
Chemeketa Community College

In Attendance: Jean Galleher, Umpqua Community College(SSS)  
Carol Comolli, Rogue Community College(E0C)  
Eric Juenemann, Mt. Hood Community College(SSS)  
Sheri Etges, Oregon Institute of Technology(OIT)  
Jean Garcia-Chitwood, Portland Community College(UB)  
Clevonne Jackson, Portland State University(SSS)  
Mary Parthemer, Lane Community College(SSS)  
Miriam Friedman, Portland Community College(SSS)  
Phillip Dirks, Portland State University(UB/ETS)  
Rene McKenzie, Rogue Community College(SSS)  
Veronica Zimolck, Chemeketa Community College(DSSS)  
Don Boderman, Western Oregon University(SSS)  
Cassie Belmodis, Chemeketa Community College(ETS)  
Bob Caserez, Chemeketa Community College(UB)  
Kathleen McNeill, Southern Oregon University(SSS)  
Paul Molino, Mt. Hood Community College(active non TRIO)

Jean began the meeting at approximately 10:15a.m. She thanked Veronica , Cassie, and Betsy for their help. She explained the travel reimbursement procedure for today's meeting then went over items in the meeting packet(minutes from the 5-18-2004 meeting in Spokane(posted on the Oregon State Association website), suggested goals from other State Associations, and the Oregon TRIO Association budget for 2004).

Jean briefly reviewed the highlights from the 5-18-04 meeting. She reminded projects that she will be personally contacting those that have not paid their NASP project membership; there is still opportunity for Oregon projects to volunteer for NASP committee assignments; it will be a nomination process for next year's Policy Seminar, (Phillip made the point later in the meeting that in order for NASP to go down to one conference, that it is important for projects to pay their project memberships).

**GOALS FOR STATE ASSOCIATION**

Jean then asked the group to review the suggested goal statement materials in their packets. The group then brainstormed and suggested the following goals for the Association(in no priority order).

- 1) Better visibility- legislative(State and Federal) and institutional (includes public relations campaign, communication with State and institutional representatives, and coordinating student leadership conference – things like TRIO Day in Salem, etc.)
- 2) Education and professional competency – Educate/train staff in areas of local, State, and national issues as well as provide training.
- 3) Assist new staff in learning local, State, and national issues(i.e.mentoring)

- 4) Assist projects in locating and developing data tracking systems(Phillip mentioned the National Student Clearing House as a resource).
- 5) Advocacy – respond efficiently and meaningfully to issues affecting nontraditional students(i.e. health insurance, financial aid barriers, possibly attending financial aid meetings, Student Leadership conference etc.)
- 6) Leadership – develop leadership within the State Association, NASP, as well as with TRIO students.
- 7) Plan a Student Leadership Conference in Salem in 2005.
- 8) Develop a 501 c(3) organization(long range)
- 9) Collaborate/partner with Oregon TRIO programs and trio-like programs
- 10) Promote research in our programs.
- 11) Develop a State conference within the next 3-5 years.
- 12) Develop a financing plan for the State Association.
- 13) Explore corporate/foundation involvement(like Ford Family Foundation, Fred Meyer Foundation) – shy away from sponsorship but work towards development.
- 14) Change and rebirth. Would like to see change come from the Association rather than Congress. Grassroots involvement. Educate and inform Dept. of Ed. on the real challenges of how programs work.
- 15) Possible goal for a first leadership conference. Invite Dept. of Ed. Program Officers to ask questions and increase communication.
- 16) Increase Oregon project contacts with local, regional, State and federal officials
- 17) Increase participation and communication within State Association to strengthen organization and develop State leadership(would include face to face meetings and also increased use of web site and e-mail)
- 18) Provide support to programs who do not have a lot of support on their campuses by rotating meetings to different campuses and through collaboration.
- 19) Develop draft of Oregon State TRIO brochure(**Phillip volunteered**) that would be available before the Student Leadership Conference.
- 20) Develop Student Work Study positions and TRIO Alumni Associations at the State Level(long range)

The above are overall goals for the Association. Yearly goals will also be developed and will be by the academic/grant year(i.e. 04/05,05/06). We first need mission statement with general philosophical goals for the association, then objectives, then goals for the year. **Seri Etges volunteered to put together a draft mission/goal/objective statement for the Association and Jean will then send out to all projects for review.**

### **2004/05 GOALS**

The group then came up with specific 2004/05 goals:

- 1) Plan and implement a 2005 Student Leadership Conference in Salem, Oregon.
- 2) Develop mission and objectives for the State Association.
- 3) Develop State brochure.
- 4) Hold a minimum of 4 State Meetings a year
  - Fall Meeting**(NASP) Conference – set aside more time at NASP informally on Sunday and more meeting time during the conference,

-**Winter Meeting**(Possibly before or at Student Leadership Conference & before March Policy Seminar in Wash. D.C.),

-**Spring Meeting** at SOU (tie in with Ashland Shakespeare Festival), and

- **Summer Meeting - tba**

- 5) Increase participation and communication among the Oregon Projects,
- 6) Develop plan for financing the State Association.
- 7) Develop structure and leadership for State Association.

The format of the meetings would be for the State Association to meet in the morning and for the programs to meet in the afternoon. However, meetings would have to start earlier so that more business can be done. Rotating meetings to programs who can not come was also discussed. We also need to communicate to individuals who are not attending the value of the meetings. Another suggestion was to focus certain State meetings on program issues and other State meetings on State issues.

**These 2004/05 goals will be sent to all projects for comment before they are finalized by September 1<sup>st</sup>.** There was some discussion if COE had deadlines for the State Associations.

### **STUDENT LEADERSHIP CONFERENCE**

Don Boderman then presented suggested goals for the 2005 Student Leadership Conference that were drafted by Don(WOU), and Mike Evans and Cassie Belmodis(Chemeketa):

- 1) To provide an opportunity for TRIO participants across the State to meet together and gain an appreciation of the variety of programs dedicated to educational opportunity and access.
- 2) To provide an opportunity for TRIO participants to gain leadership skills and training.
- 3) To improve the visibility of TRIO programs.

The committee's vision is to have 300-500 students attend(approx. 10-15 students per project and locally more if possible). We definitely want numbers for the rally. It is also a good opportunity for students to see that they are part of something larger than their own programs.

Suggested dates(after discussion) were Thursday and Friday(2/17 or 2/18, 2/24 or 2/25, or 4/7 or 4/8. It was suggested that Jean poll the projects to come up with the best date. We need to work around logistics at both campuses. There will be more State Legislative Committees meeting on Thursday. We need to think about weather issues to get projects there as well as what works best for the students. A Thursday date works better for Chemeketa hosting the leadership sessions. Look at in service days in the high schools. Look at Spring Break dates for colleges and high schools. When does Legislature break? How many students are we wanting can we afford to bring?

Don met with Senator Peter Courtney, Oregon Senate President. Senator Courtney felt that a late February/early March date would be good. He encouraged us to figure out exactly what we wanted to talk to our legislators about and what committees we may want to address. It is too early to know what bills we will be introduced for next year. Noon time is the best time for the rally. Shoot for a half hour rally outside(best time to catch legislators and aides).

Originally, Don, Mike, and Cassie had talked about the 2yr/4yr. campuses coming to WOU and the middle/high school students coming to Chemeketa with perhaps the seniors from these program going to WOU. Suggested schedules included

- 1) meeting with legislators in morning, having rally, and then having leadership events in the afternoon-works best for Chemeketa. (Most at meeting favored this option). Need to look at what works best for UB high school students especially if they have school the next day. May need to look at two tracks to meet needs of different programs.
- 2) Having leadership activities in morning, meeting at capital(have box lunches), and having individual meetings in afternoon with legislators
- 3) Activities for program participants the evening before.
- 4) Kathy McNeil suggested that a meeting might be scheduled with the State Board of Higher Education as well.

Budget was discussed(how much or to what extent are projects willing to spend for participants to come), promotional materials/mailings, conference materials, keynote speakers, boxed lunches, t-shirts, transportation costs(should each project be responsible for their own participants or do we subsidize cost).

There was initial discussion on the content of the afternoon sessions. Possible suggestions included: using our staff as presenters, having older students present to younger students, need to know what students want, look at what is offered at the national student leadership conference, look at what OCCA offers, this may be an opportunity for projects to do campus visits as well. It was also mentioned that it would be important to have program representation from all of the programs on the committees planning the event, decide whether we want separate tracks for the programs or mix them together, liability issues.

The group then began to define the following committees:

- 1) Theme/Program Development/Content for Leadership Track, Evaluation of Event)
- 2) Campus Logistics(Registration, Overnight Accomodations, etc.)
- 3) Rally & Legislative Meetings
- 4) Marketing/Promotion(Designing/Getting T shirts, Press Releases, Inviting TRIO Alumni Early Commitment of Students, letter to Directors early in Fall)
- 5) Budgeting

The group discussed the fact that the rally could not be on work time. It was suggested that we may want to get more info on what is “legal” and not legal in terms of the federal regulations. We should check with COE and other States that have done Leadership events.

Cost of sending students was then discussed. Jean indicated that the State of Washington provided some money for projects to come but not the whole amount. Jean also indicated that some of the money in the current budget could be targeted for this event but it should be expended this year. More monies can be requested in December from NASP. How much are projects willing to expend per student to get them to Salem? The money can not come from students, it would need to come from our budgets. We may need to find sponsors to help us subsidize this event. Jean suggested that projects begin to draft up a cost of how much it would

cost for each project to get students to Salem(look at mileage, food, whether you have to overnight ect.).

### **NASP CONFERENCE DISCUSSION**

Jean then asked for initial feedback re: the NASP conferences: things that we liked and didn't like. Cleovonne suggested that NASP needed to go to a Conference Committee model rather than a Conference Chair. Pre-conference trainings tacked on to the conference was a good idea and drew people. Parking in Portland for the Fall conference is an issue for some. There was a suggestion that the Fall conference rotate around the region rather than stay in Portland. It was suggested to do away with the banquet as a way to lower cost but others saw the banquet as one of the primary fundraisers for Friends of NASP. NASP stopped using the hotel AV equipment because of the cost. While many see the conference as a great way to network, they have been disappointed in the workshop content. There needs to be more time for programs to meet. Some still like the idea that presenters be given free registration(it was felt that this would be a way in which to increase workshop opportunities). It was also mentioned that recruiting presenters takes a lot of time. The NASP Business Meeting needs to be run professionally and efficiently(some individuals left Spokane with a negative feeling due to how the business meeting was run). Jean plans to send a survey to projects sometime over the summer requesting additional feedback about the NASP conference to take to the next NASP Board meeting.

### **NAME FOR ASSOCIATION**

Jean wanted clarification on what we should call our Association. Washington is using the term Committee in their name. After brief discussion the group decided that the name at this time should be the **Oregon TRIO Association(OTA)**.

### **OREGON FACT BOOKS DISCUSSION**

Jean provided everyone a copy of this year's Fact Book. As the meeting was running late, the only recommendations from this group for next year's fact book was to do away with ethnicity and qualifiers on the student profiles. The majority of the group felt that it was sufficient to focus on the student stories in their profiles as the qualifiers are mentioned at the beginning of the fact book. It was also mentioned that it was the responsibility of the programs to get releases from the students prior to forwarding the information to Deb and Charissa. Deb and Charissa plan to host a workshop at the Fall Conference on putting together the Oregon Fact Book.

The meeting ended at 3:00p.m. The next official meeting of the State Association will not be until the Fall Conference, but it is anticipated that the Committees for the Leadership Conference will begin meeting over the summer or when the SSS projects have submitted their grants.

### **Action Items from this meeting include:**

- 1) Jean will be contacting projects that have not paid their NASP memberships for more information.**
- 2) Jean will be contacting projects to decide on a date for the Student Leadership Conference.**
- 3) Jean will be surveying projects on recommendations for future NASP conferences.**
- 4) Phillip Dirks will draft a State Association Brochure.**
- 5) Sheri Etges will draft a mission and objective statement for the Association.**

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