



# 2018 Conference Business Meeting Packet

**Arkansas Association of Student Assistance Programs  
Business Meeting Agenda  
October 1, 2018**

- I. Call to Order
  - II. Roll Call and Determination of a Quorum
  - III. Adoption of Agenda
  - IV. Minutes of Previous Meeting
  
  - V. Officer's Reports
    - A. President's Report Ronda McLelland
    - B. Past-President's Report Jeanette Youngblood
    - C. President-Elect's Report Billy Ray Huggins
    - D. Secretary's Report Shanikia Williams
    - E. Treasurer's Report Cory Godbolt
    - F. AASAP Representatives Pamela Freer & Vacant
    - G. SWASAP Representatives Carol Gilley & Vacant
  
  - VI. Standing Committee Reports
    - A. Program Stephanie Quick & Billy Ray Huggins
    - B. Membership No Report
    - C. Budget Dorianne Dias
    - D. Public Relations Nathan Brown
    - E. Consultant Services No Report
    - F. Regional & National Issues Gina Ervin
    - G. Audit Lisa Lewis
  
  - VII. Special Committee Reports
    - A. Fair Share Jeanette Youngblood
    - B. TRIO Day Stephanie Quick & Sharon Scudder
    - C. TRIO Achiever Desarae Nelson
    - D. Spring Leadership Brittany Slamons
    - E. TRIO Alumni Vacant
    - F. Scholarships Xong Lor
    - G. Nomination and Election Mickey Freeze
    - H. AASAP ELI Vacant
  
  - VIII. Election of Officers
  
  - IX. Instillation of Officers
  
  - X. Old Business
  - XI. New Business
    - A. TRIO Day Location
    - B. Spring Leadership
  - XII. Adjournment
- Upcoming Dates
- A. SWASAP Annual Conference—November 11-14, 2018 (Little Rock, AR)
  - C. COE Policy Seminar Events—March 24-27, 2018 (Washington, D.C.)

**Business Meeting  
October 2, 2017  
Four Points Sheraton Midtown  
Little Rock, AR  
Minutes**

I. Call to Order

President Michelle Ciesielski called the meeting to order at 1:38 p.m.

II. Determination of Quorum

114 Present. Quorum established. 140 paid members at AASAP.

III. Adoption of Agenda

Agenda was reviewed. Michelle Ciesielski requested a motion to adopt the agenda as presented. Carol Gilley (North Arkansas College) made a motion to adopt the agenda as presented. Tawana Williams (Ouachita Baptist University) seconded the motion. The agenda was adopted.

IV. Minutes from previous meeting (October 3, 2016) were reviewed. Sharon Scudder asked that a correction be made on page 3 of minutes under Nominations and Elections, SWASAP Representative. Connie's last name is 'Nowell' rather than 'Nou'. On page 1 of minutes, in 'adoption of agenda', the institution was added for Billy Ray Huggins. Michelle Ciesielski requested a motion to accept the minutes with corrections. Krandon Henry (University of Arkansas at Pine Bluff) made a motion to accept the minutes with corrections. Billy Ray Huggins (University of Arkansas-Little Rock) seconded the motion. The minutes were approved with the noted corrections.

V. Call for Nominations

Sharon Scudder

Positions for nomination are:

President Elect

Secretary (two year term)

Treasurer (two year term)

SWASAP Representative (2)

AASAP Representative (1 & 2)

Three candidate packets with all required documents have been received. Those candidates are Billy Ray Huggins-President Elect, Carol Gilley-SWASAP Representative and Pam Freer-AASAP Representative. Nominations from the floor will be accepted for all open positions.

President Elect: No nominations were made from the floor.

Secretary: Daizy Andrade (U of A) nominated by Allison Sims (HSU). Daizy Andrade declined. Shanika Williams (UALR) nominated by Sara Squires (UALR)

Treasurer: Cory Godbolt (Lyon College) nominated Jeanette Youngblood (Lyon College)

SWASAP Representative: No nominations made from the floor

AASAP Representative 2: Elena Maina (UALR) nominated Jermaine Rudd (UALR) and Rafael Gutierrez (U of A) nominated by Evelyn Fuller (U of A).

Michelle Ciesielski entertained a motion to accept the slate of officers by acclamation. Tonya Harris (Pulaski Tech) made a motion to accept the slate of officers by acclamation. Shannon Gragg seconded the motion. Motion carried.

Candidate speeches by: Pam Freer, Rafael Gutierrez, and Jermaine Rudd

Meeting recessed at 2:07 p.m. Ashia Muhammad made a motion to recess until October 3, 2017 at 9:30 a.m. Krandon Henry seconded the motion. Motion passed.

**Business Meeting  
October 3, 2017  
Four Points Sheraton Midtown  
Little Rock, AR  
Minutes**

The meeting was called to order by Michelle Ciesielski, AASAP President at 9:34 a.m.

VI. Officer Reports

A. **President:**

Typed report provided. Michelle informed membership of funds available for AASAP, alumni and students. An email will go out late December, early January. Attended SWASAP Board meetings, attended COE Conference and represented AASAP.

B. **Past President:**

Typed report provided. Jeanette thanked the membership for their support. A great portion of her responsibility involves Fair Share duties. Called institutions and memberships regarding Fair Share. Served as Treasurer for four months. Helped new board members acclimate to their new positions. She enjoyed working on the Board for the past 5 years and thank

C. **President Elect:**

Typed report provided. Thank Fall Conference committee for their help. Attended AASAP Board Meetings, thank UAPB for hosting TRIO Day, discussed her Princeton Leadership Institute experience. Thanked membership for the opportunity to serve.

D. **Secretary:**

Typed Report provided. Thanked the membership for allowing me to serve.

E. **Treasurer:**

Typed Report provided. Received membership dues=\$5,193.55, received 140 member registrations, received 1 non-member registration.

Total Conference & Pre-Conference Expected Revenue \$32,075.00. Amount received to date=\$18,480.11.

Grand Total: \$60,636.17 effective 9/29/17. Hotel expenses have not been paid. Updated Treasurer's report will be available online once completed. Thanked the membership.

F. **AASAP Representatives:**

Typed report provided for Daizy Andrade and Carol Gilley. Thanked Membership

G. **SWASAP Representatives:**

Typed Report provided. Only one SWASAP Representative. Second position is vacant. Thanked membership for allowing him to serve as SWASAP Representative.

VI. **Standing Committee Reports**

A. **Program**

Ronda McLelland

Report was presented in the President Elect report.

B. **Membership/Director**

Vacant

Michelle encouraged the membership to let her or Ronda McLelland know if there is interest serving on either of these committees.

C. Budget

Desarae Nelson

Typed report provided. In March, a \$25 increase was approved in the budget for COE Conference advertising. In July, the budget committee was asked to approve the cost of attendance for the President Elect to the Princeton Leadership Institute. \$250 was moved from the TRIO Day line item to the President Elect's budget line item. It was suggested that documentation of "best practices" be made available to committee members.

D. Public Relations

Nathan Brown

Typed report provided. Rafael Gutierrez presented the report on behalf of Nathan Brown.

E. Consultant Services

Erica Killion

No activity to report

F. Regional and National Issues

Krandon Henry, Co-chair

Notified membership that Krandon Henry has been appointed as co-chair. He will begin searching for another co-chair by January 1 that does not currently serve on the board.

G. Audit Committee

Gina Ervin

Typed Report provided.

Michelle Ciesielski requested a motion to adopt the audit. Dorianne Dias made a motion to adopt the audit as provided on the website. Krandon Henry seconded the motion. Motion carried. Audit adopted as provided on the website. (It was later discussed that a quorum may not have been present to carry this motion. This matter may have to be voted on again at a later date when a quorum has been established).

## VII. Special Committee Reports

A. Fair Share

Jeanette Youngblood

Typed Report provided. Fair Share Campaign runs July 30-June 1. Budgeted goal/target for Arkansas was \$19,597. Actual amount received: \$96,959/105% (percentage of goal reached). Thank membership for their contributions towards Fair Share. 90% of Fair Share comes from Institutional membership. Personal contributions for July 1, 2016-June 30, 2017 \$7109. Arkansas came in second in personal giving (across membership). Presented those who met their Fair Share with public recognition and a certificate. \$100-249 President's Circle, \$250-\$499 Advocate, and \$500-\$999 Co-Champion, \$1,000 or more, Champion.

B. TRIO Day

Dorianne Dais

Typed report provided. Thank everyone who stepped up and helped with TRIO Day. Great time and worthwhile.

C. Scholarship

Xong Lor

No typed report provided. Michelle Ciesielski stated that Xong did very well. Mailed out applications.

D. Spring Leadership

Suzanne Hendrix

Event took place in Hot Springs, AR.

E. TRIO Alumni

Vacant

No activity to report

F. AASAP ELI  
Typed report provided. Cory Godbolt

D. Election and Nominations Report  
Typed Report provided. Sharon Scudder

IX. Installation of officers completed by Linda Barker

Past President: Michelle Ciesielski  
President: Ronda McLelland  
President Elect: Billy Ray Huggins  
Secretary: Shanika Williams  
Treasurer: Cory Godbolt  
SWASAP Representative (1 & 2): Krandon Henry and Carol Gilley  
AASAP Representative (1 & 2): Pam Freer and Jermaine Rudd

### VIII. New Business

a. Membership feedback on changing fall conference to the spring  
Individuals from the membership expressed their reasons for wanting to move or not move the conference.  
Board Members explained the necessary process that would be required to change the constitution.

A petition was composed by membership and signed by active members. The petition reads:

Petition to strike "Fall Conference and Spring" Leadership in the Constitution of AASAP to be changed to "Annual" Conference and "Annual" Leadership Institute.

And

Under Article 7, Section 2 strike "213" as it already says two-thirds 2/3

As stated in the AASAP Constitution, the proposed amendment must be made available to all members at least 30 days before the expected action. This will be made available. As stated in the AASAP Constitution, ballots will be mailed to each active member. This will be done via United States Postal Service, as the Constitution does not state electronic mail as an acceptable method. Each member shall indicate "for" or "against," sign the ballot and return it.

Vergina Smith stated that 2/3 or 84 of membership would be the required vote. Michelle Ciesielski informed the membership after the petition is signed, it should be submitted to the secretary.

Michelle Ciesielski entertained a motion to place the vote to change the Constitution to strike "Fall Conference and Spring" Leadership in the Constitution of AASAP to be changed to "Annual" Conference and "Annual" Leadership Institute from the constitution under unfinished business as well as to change under Article 7, Section 2 strike "213" as it already says two-thirds 2/3 in the Constitution to unfinished business. Simeon Oston (SAU) made a motion to place the vote to change the Constitution to strike "Fall Conference and Spring" Leadership in the Constitution of AASAP to be changed to "Annual" Conference and "Annual" Leadership Institute from the constitution under unfinished business as well as to change under Article 7, Section 2 strike "213" as it already says two-thirds 2/3 in move the vote to change the Constitution under unfinished business, Rebecca Sharpe (Lyon College) seconded the motion. A quorum was not established. The motion did not pass.

It will be determined, at SWASAP, to determine if a quorum is present to vote on this issue.

b. TRIO Day-Michelle Ciesielski asked if there are any schools that would be interested in hosting the event. A brief explanation of the event was provided.

c. Spring Leadership-Michelle Ciesielski asked if there are any schools that would be interested in hosting the event. A brief explanation of the event was provided.

Michelle Ciesielski recessed the meeting until SWASAP at 11:21 a.m.

Minutes recorded by: Shawna McKenzie

Signature of AASAP Secretary: \_\_\_\_\_

**2018 AASAP Officer Report**  
**Ronda McLelland**  
**President**

**January**

- Attended January Board Meeting and New Board Member training at ASU Beebe
- Worked with Jeanette to make sure keeping on track for Presidential duties
- Participated in all Fair Share phone calls
- Attended the COE Webinar on Policy for Team Leaders
- Participated in ALL COE conference calls related to Policy Seminar
- Participated in the COE/Princeton Leadership Institute
- Worked with Committee Chairs on Spring Leadership and TRIO Day
- Worked with Nathan Brown on the Annual Report (Fact Book) for Policy Seminar

**February**

- Continued to work on Princeton Leadership paper/ case study
- Submitted Hall of Fame student
- Attended SWASAP Board Meeting in Baton Rouge, LA Committees Assigned: Finance Committee, Fair Share, Student Leadership Conference, Publications & Communications
- Worked on Congressional Appointments for Policy Seminar
- Requested information from any and all members who plan to attend Policy
- Attended TRIO Day at ASU Beebe

**March**

- Presented Case Study and completed COE/ Princeton Leadership Institute
- Attended COE Leadership Summit and COE Policy Seminar in Washington, DC
- Attended SWASAP Communications & Publications conference call
- Attended AASAP Spring Leadership at UAFS
- Sent out Thank You letters for all congressional appointments from Policy
- Set up evaluation for all members of AASAP that attended Policy Seminar
- Worked with Scholarship Committee to determine language on application and release date

**April**

- Attend the AASAP Board Meeting
- Had AASAP Rep 2 email membership about AASAP Scholarship

**May**

- Attended SWASAP Board meeting
- Worked on Student Leadership Conference as Co-Chair
- Worked on Social Media committee
- Attended the Fair Share conference call

**June**

- Attended the Fair Share conference call
- Attended the Lyon College's APPLE celebration



- Attended conference call with Chancellor Frazier on PROSPER Act
- Worked with Scholarship committee to upload and email membership about scholarship applications
- Worked with Achiever Committee to set up TRIO Achiever Application
- Extended due date for Robbie Lyle Scholarship due to lack of responses.
- Set up Hootsuite account for all AASAP social media platforms

### **July**

- Attended webinar on Geo-Interactive World Climate Simulation
- Set up materials for July board meeting
- Attended Executive Board Meeting
- Submitted AASAP ad for COE National Conference

### **August**

- Worked with TRIO Achiever committee
- Notified AASAP Scholarship Winners and invited them to attend conference
- Worked on Student Leadership Conference for SWASAP as Co-Chair
- Attended SWASAP Board Meeting in Little Rock, AR
- Notified TRIO Achiever and invited to conference in Hot Springs
- Posted to social media

### **September**

- Attended COE National Conference
- Assisted with final plans for conference
- Assisted with Nominations & Elections on answering questions on board positions open this year
- Posted to social media
- Worked with SWASAP to notify AASAP about scholarship opportunities
- Sent email updates for membership

**2018 AASAP Officer Report**  
**Jeanette Youngblood**  
**Past-President**

**January**

- Attended January Board Meeting and provided New Board Member Training
- Set up google accounts for new board members and assigned AR TRIO email info
- Worked with R. McLelland and other new board members to help them acclimate to their new board positions
- Updated personal giving log and contacted AASAP members who have reached \$100 giving threshold
- Contacted institutions about COE membership opportunities

**February**

- Submitted student for TRIO Hall of Fame
- Worked with board members to finalize details for Policy, TRIO Day, Spring Leadership, etc.
- Participated in COE Fair Share Conference Call
- Updated personal giving log and contacted additional AASAP members who reached \$100 giving threshold
- Contacted institutions about COE membership opportunities
- Attended TRIO Day at ASU-Beebe

**March**

- Updated personal giving log and contacted additional AASAP members who reached \$100 giving threshold
- Contacted institutions about COE membership opportunities
- Worked with my institution to sign on to the Prosper Letter

**April**

- Participated in COE Fair Share Conference Call
- Updated personal giving log and contacted additional AASAP members who reached \$100 giving threshold
- Sent Fair Share raffle donations to COE
- Attended April Board Meeting
- Will be contacting AR institutions concerning COE's Spring Membership Campaign

**May**

- Participated in Fair Share Conference Call
- Contacted institutions concerning COE Spring Fair Share Campaign
- Worked with President and Scholarship Committee to determine some application language
- Contributed to discussion on AASAP Letter of Support for UAMS
- Provided information on COE Salary Survey data

**June**

- Participated in Fair Share Conference Call
- Created graphic for Fall 2018 Conference Fair Share Raffle
- Provided assistance in determining AASAP Social Media passwords
- Updated AASAP Fair Share Giving Log

### **July**

- Attended AASAP Board Meeting
- Participated in conversations with board members concerning conference issues

### **August**

- Attended SWASAP Board Meeting
- Updated AASAP website
- Participated in conversations with board members concerning organization business

### **September**

- Created SWASAP raffle flyer
- Updated AASAP website
- Attended COE National Conference
- Organized info for Fair Share Raffle and Fair Share Contributor Recognition

### **October**

- Will attend AASAP Board Meeting
- Will attend AASAP Fall Conference
- Will oversee Fair Share Raffle and Contributor Recognition

**2018 AASAP Officer Report**  
**Billy Ray Huggins**  
**President- Elect**

**January**

- 4<sup>th</sup>- Toured the 2018 Conference Hotel (The Hotel Hot Springs)
- Reviewed/signed the hotel proposal
- 25<sup>th</sup>- Attended the AASAP Board meeting at Arkansas State University- Beebe
- 2018 Conference theme is Game of TRIO: Unbowed, Unbent, Unbroken (Sept.29-Oct. 2, 2018)
- Worked on AASAP Conference Planning
- Submitted policy seminar stipend request

**February**

- 1<sup>st</sup>- Went to Regions Bank with AASAP President and Treasurer to update AASAP account information
- 9<sup>th</sup>- Assigned and emailed conference committee chairs
- 12<sup>th</sup>- Emailed/invited Joyce Elliott, Dr. Lewis Shepherd and Eliodoro Mercado to Keynote the AASAP Conference
- 6-7<sup>th</sup>- Attended SWASAP Board Meeting (Baton Rouge, LA)
- Assigned to and met with the following SWASAP committees:
  - Scholarship
  - Student Leadership
  - Corporate Development
- 15<sup>th</sup>- Invited Arkansas congressional delegation to the annual conference
- 19<sup>th</sup>- Voted for Brandy Britton to attend COE Policy Seminar
- 24<sup>th</sup>- Attended TRIO Day at ASU-Beebe

**March**

- 6<sup>th</sup>- Conference Save-the-Date sent out and room block open for reservation
- 11<sup>th</sup>-15<sup>th</sup>: Attended COE's Annual Policy Seminar and Seminar on Relations with the US Department of Education in (Washington, DC)
  - Didn't make Leadership meeting due to flight being cancelled
- 26<sup>th</sup>- Attended AASAP Spring Leadership at UA Fort Smith
- 28<sup>th</sup>- Worked on updating the AASAP website

**April**

- Worked on AASAP Conference Planning
- 17- SWASAP SLC Committee Conference Call
- 18<sup>th</sup>- Attended the AASAP Board Meeting at ASU-Beebe

**May**

- 2<sup>nd</sup>-3<sup>rd</sup>- Attended SWASAP Board Meeting (Dallas, TX)
- Met with the following SWASAP committees:
  - Scholarship
  - Student Leadership will be (Sep. 21-23) in (Van, TX)
  - Corporate Development

- 4<sup>th</sup>- Invited Joe Givens and Al Phillips to the AASAP Fall Conference
- 8<sup>th</sup>- Conference registration open
- 13<sup>th</sup>- Discussed the UAMS & TRIO Programs Partnership
- 24<sup>th</sup>- COE Conference call
- 24<sup>th</sup>- Went to the Hotel Hot Springs to discuss meals/banquet options for the conference
- 30<sup>th</sup>- Reached out to Ronda and Desarae Nelson about AASAP Trio Achiever banquet
- 30<sup>th</sup>- Reached out to some conference committee chairs to check progress

### **June**

- 7-9<sup>th</sup>- Attended COE National Student Leadership Congress (Washington, D.C.)

### **July**

- 2<sup>nd</sup>- Reached out to Nathan Brown about AASAP advertisement in the COE 37<sup>th</sup> Annual Conference Program booklet and T-shirt design for the AASAP Fall conference (Deadline: July 17)
- Worked on conference planning
- 11<sup>th</sup>- COE Webinar: planning a five star chapter conference
- 12<sup>th</sup>- Attended the AASAP Board Meeting at UACCB

### **August**

- 2<sup>nd</sup>- Attended SWASAP Board Meeting (Little Rock, AR)
- Worked on Conference program booklet
- Corresponded with conference chairs

### **September**

- 10<sup>th</sup>- SWASAP Student Leadership Conference call
- 13-16<sup>th</sup>- Attended COE Annual Conference in New York, NY
- 21<sup>th</sup>-23<sup>rd</sup>- Attended SWASAP Student Leadership Conference in Van, TX
- Sent conference program booklets to docucopies to be printed
- Emailed conference scripts
- Worked with AASAP secretary on business meeting packets
- Called hotel to make any conference adjustments

### **October**

- 29-2- Attended AASAP Fall Conference and Board Meeting (Hot Springs, AR)
- Will help with entertainment for the Walter O. Mason Gala
- 7-10<sup>th</sup>- Will attend COE Executive Leadership Institute (Ithaca, New York)

**2018 AASAP Officer Report**  
**Shanikia Williams**  
**Secretary**

**January**

- Attended TRIO Day @ ASU- BeeBe & assisted with registration
- Brought a recorder for board meetings

**February**

- Attended TRIO Day @ ASU- BeeBe & assisted with registration
- Brought a recorder for board meetings

**March**

- Attended Spring Leadership @ UA Fort Smith & assisted with registration

**April**

- Attended Board Meeting at ASU-Beebe.
- Typed & Submitted board minutes

**May**

- Served as a reader for SWASAP Scholarships

**June**

**July**

- Volunteered to help Cory with t-shirt sizes
- Attended Board Meeting @ UACCB
- Typed and Submitted board minutes

**August**

- Created T-shirt Spreadsheet
- Spoke with Cory on tasks to be completed for AASAP
- Discussed with Billy on name Plates for conference

**September**

- Collaborated with Cory about strategies to increase membership
- Updated AASAP Conference t-shirt spreadsheet
- Helped to complete Conference Tasks (Printed Head Table Nametags)
- Attended COE National Conference in NYC
- Attended AASAP Fall Conference

**October**

- Will attend AASAP Board Meeting
- Will Attend AASAP Fall Conference
- Will assist with AASAP conference preparations and Registration

**2018 AASAP Officer Report**  
**Cory Godbolt**  
**Treasurer**

**January:**

Attended AASAP Board meeting (January 25<sup>th</sup>/ASU Beebe)  
Received Treasurer materials from acting Treasurer (Vergina Smith)  
Distributed travel reimbursements for AASAP Board meeting  
Traveled to Regions Bank (Little Rock) to be added to the AASAP account  
Made bank deposits at Regions Bank (Little Rock)  
Balanced checkbook

**February:**

Created Eventbrite registration link for TRIO Day  
Managed Eventbrite registrations and PayPal invoices  
Attended TRIO Day at ASU Beebe  
Distributed Coins for College Scholarships to two TRIO participants  
Coordinated with ASU Beebe – Heber TRIO staff to purchase TRIO Day awards  
Balanced checkbook

**March:**

Attended COE Policy Seminar in Washington D.C.  
Created Eventbrite registration for Spring Leadership Conference  
Managed Eventbrite registrations and PayPal invoices  
Attended Spring Leadership Conference  
Made bank deposits at Regions Bank (Fort Smith)  
Sent COE Policy Seminar reimbursements  
Sent Arkansas Tech University an updated W-9  
Balanced checkbook

**April:**

Attending AASAP Board meeting (April 18<sup>th</sup>/ASU Beebe)  
Followed up with Connie Nowell concerning TRIO Day payment for Mop Toppers and lunch  
Mailed TRIO Hall of Fame medals to program directors of TRIO Hall of Fame recipients  
Balanced checkbook

**Current Bank Balance: \$51,860.75**

**Checks to be deposited: \$2,640**

**Cash to be deposited: \$133.00**

**Grand Total: \$54,633.75**

**May:**

Followed up with Brittney Slammons (UAFS) concerning Spring Leadership lunch payment.  
(\$723.69)  
UAFS staff used homecoming decorations to save money and did not need additional reimbursement.

Mailed remaining TRIO Hall of Fame medals to TRIO program directors (2).  
Distributed SWASAP Board meeting mileage reimbursements.  
Balanced checkbook.

### **June:**

Updated Eventbrite to require those registering to send Shanikia Williams their t – shirt size.  
The AASAP Membership application also has this requirement.  
Renewed the Fidelity Bond (Employee Theft Bond) with the Cashion Company (\$130.00).  
Spoke with Priscilla (**Ann**) Brown, Ph. D. (Dir. / McNair Scholars at Harding University) concerning Harding University’s institutional membership.  
Referred to past president, Jeanette Youngblood for a detailed explanation of institutional memberships.  
Sent out invoices as requested for the 2018 AASAP Fall Conference.  
Balanced checkbook.

### **July:**

Attending AASAP Board Meeting (UACCB / July 12<sup>th</sup>).  
Currently managing the 2018 Fall Conference website.  
Distributed 2018 AASAP Fall Conference reimbursement (1).

### **2018 Fall Conference Update:**

**Member Early Conference Registrations – 27**  
**Pre – Con --- An Introduction to Student Support Services – 14**  
**Total – 41 Tickets Sold as of July 7, 2018**

Updated Treasurer materials.  
Balanced checkbook.

**Current Bank Balance: \$48,341.81**  
**Checks to be deposited: \$3,355.36**  
**PayPal Transfer Pending: \$482.86**  
**Grand Total: \$52,180.03**

### **August:**

Sent weekly Years of Service Updates to Jeanette Berry.  
Continued monitoring AASAP Fall Conference website.  
Sent correspondence as needed.  
Issued SWASAP Board meeting reimbursements.  
Issued SWASAP ELI reimbursements.  
Coordinated with President Elect on 2018 AASAP Fall Conference.  
Balanced AASAP checkbook.

### **September:**

Conference call with Past AASAP Treasurer, Vergina Smith, concerning 2018 AASAP Tax Preparation.  
Ordered TRIO Achiever award.  
Collected t-shirt sizes from the AASAP membership, along with the help of AASAP Secretary.  
Collected AASAP membership payments and registration payments via PayPal and checks.  
Ordered TRIO Achiever Banquet decorations.



Purchased one year, and five year pins for Years of Service chair.  
Purchased a twenty-five-year service awards for Mr. George White.  
Continued managing the AASAP Fall Conference website.  
Reopened AASAP Fall Conference registration via Eventbrite.  
Sent invoices as requested.  
Created AASAP Fall Conference name badges.  
Balanced the AASAP checkbook.

**2018 Fall Conference Update:**

**Member Early Conference Registrations – 69**

**Member Conference Registration – 57**

**Non Member Conference Registrations – 2**

**Pre – Con --- An Introduction to Student Support Services – 21**

**Pre – Con --- True Colors Personal Success Seminar – 7**

**Total Tickets Sold: 156**

**Total Available Regions Bank Balance: \$42,666.83**

- AASAP Membership checks to be deposited: \$1,080
- AASAP Conference registration checks to be deposited: \$14,510
- AASAP Conference registration payment (2017): \$309.00
- Spring Leadership Payment (2018): \$80.00
- APPLE UB Hotel Reimbursement (One Night / COE Policy Seminar): \$456.36
- AASAP Vender Payment:
  - Ring Publications, LLC: DBA Mastery Prep: \$25.00
  - Student Loan Guarantee Foundation of Arkansas: \$25.00

**Grand Total: \$59,152.19**

**Cory Godbolt,  
AASAP Treasurer**

**2018 Financial Report as of 9/27/2018**

**Cory Godbolt, AASAP Treasurer**

<b>Beginning Balance - Checking Account Balance as of 7/12/2018</b>		<b>\$48,787.67</b>
<b>Ending Balance - Checking Account Balance as of 9/25/2018</b>		<b>\$42,666.83</b>

	<b>Debit</b>	<b>Credit</b>
--	--------------	---------------

**SWASAP Board Meetings**

[Budgeted \$5000]

*February*

Krandon Henry	Mileage, Meals for Feb. Meeting	\$337.19	
Ronda McLelland	Mileage	\$110.96	
Billy Ray Huggins	Mileage	\$303.24	
Ronda McLelland	Airport Parking	\$32.70	
Ronda McLelland	Yellow Cab Taxi	\$32.40	
Ronda McLelland	Breakfast	\$14.43	
Ronda McLelland	Hotel Stay Prior to Board Meeting / Baton Rouge Marriott	\$147.06	
Ronda McLelland	Stinky's Fish Camp Dinner (4 Attendees)	\$152.08	
Ronda McLelland	Airfare	\$434.00	

*May*

Ronda McLelland	SWASAP Board Meeting Mileage	\$81.56	
Billy Ray Huggins	SWASAP Borad Meeting Mileage	\$109.14	
Ronda McLelland	Southwest Airlines	\$367.96	
Ronda McLelland	SWASAP Hotel / Meals / Airport Parking	\$199.82	

*June*

No Activity	No Activity		
-------------	-------------	--	--

*July*

No Activity	No Activity		
-------------	-------------	--	--

*August*

Ronda McLelland	Mileage	\$79.96	
Jeanette Youngblood	Mileage	\$94.96	
<b>TOTAL</b>		<b>\$2,465.06</b>	

**SWASAP ELI**

[Budgeted \$2000]

Carol Gilley	Mileage, Meals for Feb. Meeting	\$427.90	
Carol Gilley	Mileage, Meals for May Meeting	\$173.00	
Carol Gilley	Mileage	\$187.04	
Simeon Oston	Collective Reimbursement	\$549.36	
<b>TOTAL</b>		<b>\$1,337.30</b>	

**AASAP Board Meetings**

[Budgeted \$2000]

<b>January</b>			
Ronda McLelland	Office Depot / Board Meeting Supplies	\$63.10	
Cory Godbolt	Mileage	\$51.99	
Ronda McLelland	Mileage	\$53.17	
Krandon Henry	Mileage	\$63.00	
Billy Ray Huggins	Mileage	\$21.00	
Shanikia Williams	Mileage	\$35.28	
Pam Freer	Mileage	\$99.12	
Vergina Smith	Mileage	\$65.52	
Carol Gilley	Mileage	\$105.84	
ASU Beebe / Great Western Dining	Lunch for AASAP Board (8 attendees)	\$54.00	
Office Depot	Board Meeting Supplies	\$63.10	
<b>February</b>			
<b>Deposit</b>	<b>Deposit--Checks</b>		<b>\$2,075.00</b>
Ronda McLelland	Transfer of Banking Information	\$100.82	
<b>April</b>			
ASU Beebe / Great Western Dining	Lunch for AASAP Board (7 attendees)	\$42.00	
Jeanette Youngblood	AASAP Board Meeting Mileage	\$51.66	
Carol Gilley	AASAP Board Meeting Mileage	\$108.36	
Billy Ray Huggins	AASAP Board Meeting Mileage	\$21.66	
Ronda McLelland	AASAP Board Meeting Mileage	\$53.17	
Pam Freer	AASAP Board Meeting Mileage	\$98.28	
Shanikia Williams	AASAP Board Meeting Mileage	\$29.40	
COE Fair Share	Fair Share / Spring Leadership	\$74.00	
<b>TRIO Day Registrations</b>	<b>Deposit--PayPal Transfer</b>		<b>\$1,775.50</b>
<b>TRIO Day Registrations</b>	<b>Regions Bank Deposit / TRIO Day Checks</b>		<b>\$2,760.00</b>
<b>July</b>			
<b>Deposit</b>	<b>Deposit--PayPal Transfer</b>		<b>\$482.86</b>
Chili's (Incidental Card Usage)	Chili's (Incidental Card Usage)	\$39.10	
Rapid Roberts (Incidental Card Usage)	Rapid Roberts (Incidental Card Usage)	\$30.00	
Colton's Steak House (Incidental Card Usage)	Colton's Steak House (Incidental Card Usage)	\$20.90	
Incidental R reimbursement	Incidental Usage R reimbursement to AASAP		\$90.00
Billy Ray Huggins	AASAP Board Meeting Mileage	\$73.08	
Elizabeth's Restaurant Batesville Arkasnas	AASAP Board Meeting Lunch	\$94.30	
Pam Freer	AASAP Board Meeting Mileage	\$68.04	
Carol Gilley	AASAP Board Meeting Mileage	\$98.28	
<b>August</b>			
No Activity	No Activity		
		<b>TOTAL</b>	<b>\$1,678.17</b>
<b>AASAP ELI</b>			
[Budgeted \$1500]			
No AASAP ELI class			
		<b>TOTAL</b>	<b>\$0.00</b>
			<b>\$0.00</b>

<b>COE Policy Seminar</b>			
[Budgeted \$3500 + \$2000 from SWASAP]			
Ronda McLelland	Hotel Stay for COE Policy Seminar	\$2,381.80	
Cory Godbolt	Washington Court Hotel for AASAP Treas./Pres. Elect	\$912.72	
Cory Godbolt	UVC Taxi for dinner with AASAP Representatives	\$18.14	
<b>Cory Godbolt</b>	<b>APPLE UB Hotel Reimbursement (One Night)</b>		<b>\$456.36</b>
Docucopies	Annual Report Books / 2018 for Policy Seminar	\$128.58	
Expedia	Airfare (American Airlines) Ronda McLelland	\$609.22	
Billy Huggins	Reimbursement / COE Policy Seminar Meals	\$113.23	
Brandy Britton	Reimbursement	\$849.33	
Diane Meredith	Reimbursement	\$400.00	
Ronda McLelland	Parking / Baggage American Airlines	\$35.90	
Ronda McLelland	LR Airport / Washington D.C.	\$33.02	
Ronda McLelland	Travel Traders / Lavagna	\$38.30	
Ronda McLelland	UVC Taxi / Checked Bag / Parking	\$102.17	
Ronda McLelland	Paradies Lagardera	\$10.43	
Ronda McLelland	Mileage for COE Policy Seminar	\$81.56	
Ronda McLelland	Sodexo / Washington Court Hotel	\$60.93	
Ronda McLelland	American Airlines / Travel Traders	\$10.49	
<b>TOTAL</b>		<b>\$5,785.82</b>	<b>\$456.36</b>
<b>TRIO Day</b>			
[Budgeted \$5000]			
Cory Godbolt	Batesville Post Office	\$9.38	
Crown Trophy	TRIO Day Trophies	\$21.35	
Crown Trophy	TRIO Day Hall of Fame Medals	\$109.50	
Walmart	TRIO Day Materials	\$17.40	
Walmart	TRIO Day Gift Cards	\$50.00	
Walmart	TRIO Day Ticket Roll for Coins for College Drawing	\$7.04	
Exxon (Searcy, AR)	Mileage Reimbursement for AASAP Treasurer	\$45.00	
<a href="https://www.amazon.com">Amazon.com</a>	TRIO Day Essay Award	\$87.19	
Positive Promotions, Inc.	Mop Toppers (Registration Gifts)	\$807.90	
Great Western Dining	TRIO Day Lunch	\$924.00	
United States Post Office	Mailing TRIO Hall of Fame Medals	\$110.40	
Crown Trophy	TRIO Hall of Fame Medals and Shipping	\$18.81	
United States Post Office	Mailing Remaining TRIO Hall of Fame Medals	\$9.38	
<b>TOTAL</b>		<b>\$2,217.35</b>	<b>\$0.00</b>
<b>Scholarships</b>			
Abby Summers	Coins for College Scholarship Winner	\$130.00	
LeAnna Endsley	Coins for College Scholarship Winner	\$130.00	
<b>Coins for College Deposit</b>	<b>Deposit Cash</b>		<b>\$201.00</b>
[Budgeted Walter O. Mason \$250]			
[Budgeted Robbie Lyle \$500]			

[Budgeted Vance Simelton \$500]			
<b>TOTAL</b>		<b>\$260.00</b>	<b>\$201.00</b>
<b>Spring Leadership</b>			
[Budgeted \$1500]			
Fair Share Raffle / Spring Leadership	Fair Share Raffle Prizes / Bags / Charms	\$64.78	
<b>Spring Leadership Deposit</b>	<b>Deposit--Checks</b>		<b>\$2,550.00</b>
<b>Spring Leadership Deposit</b>	<b>Deposit--Pay Pal Transfer</b>		<b>\$759.00</b>
<b>Fair Share</b>	<b>Deposit Cash From Fair Share</b>		<b>\$74.00</b>
Aramark Services Inc.	Spring Leadership Lunch	\$723.69	
Cory Godbolt	Spring Leadership Mileage	\$169.68	
Shanikia Williams	Spring Leadership Mileage	\$131.88	
<b>TOTAL</b>		<b>\$1,090.03</b>	<b>\$3,383.00</b>
<b>COE National Conference</b>			
[Budgeted Board Travel \$3000 / Budget increase of \$872.96 Approved by Budget Committee Chair]			
Ronda McLelland	New York Marriott Marquis	\$2,931.03	
Ronda McLelland	The Chicken Bar (Dinner)	\$19.38	
Ronda McLelland	Juniors (Breakfast)	\$24.82	
Ronda McLelland	Wok Chi Grand Central (Lunch)	\$11.11	
Ronda McLelland	John's Pizzeria (Dinner)	\$34.69	
Ronda McLelland	Mileage	\$81.56	
Ronda McLelland	The Chicken Bar (Lunch)	\$10.29	
Ronda McLelland	Burger King (Dinner)	\$6.85	
Ronda McLelland	Burger King (Lunch)	\$12.81	
Ronda McLelland	Parking (Clinton Airport)	\$65.40	
Ronda McLelland	Marriot Marquis (Breakfast)	\$47.20	
Ronda McLelland	Car to Airport	\$105.00	
Ronda McLelland	Juniors (Breakfast)	\$22.82	
[Budgeted Full Page Ad \$325]			
COE	COE Full Page Ad	\$500.00	
<b>TOTAL</b>		<b>\$3,872.96</b>	
<b>AASAP Fall Conference</b>			
[Budgeted \$23000]			
Billy Ray Huggins	Mileage for Conference Hotel Visit	\$40.32	
AASAP Fall Conference Reimbursement	Veterans UB UAPTC	\$220.00	
<b>PayPal Deposit (2018 AASAP Fall Conference)</b>	<b>PayPal Deposit (2018 AASAP Fall Conference)</b>		<b>\$5,335.13</b>
<b>PayPal Deposit (2018 AASAP Fall Conference)</b>	<b>PayPal Deposit (2018 AASAP Fall Conference)</b>		<b>\$2,628.10</b>
<b>AASAP Fall Conf. Membership Payments (Checks)</b>	<b>AASAP Fall Conf. Membership Payments (Checks)</b>		<b>\$1,120.00</b>
<b>AASAP Fall Conference Registrations (Checks)</b>	<b>AASAP Fall Conference Registrations (Checks)</b>		<b>\$15,180.00</b>
The Hotel Hot Springs	Hotel Meeting Room/Space and AV	\$1,050.00	

The Hotel Hot Springs	TRIO Achievers Banquet (Meal)	\$6,083.00	
The Hotel Hot Springs	Recognition Luncheon (Meal)	\$3,250.00	
Eliodoro Mercado	Flight for Tuesday Keynote Speaker (Southwest Airlines)	\$341.60	
4imprint	Conference giveaways	\$3,237.00	
4imprint	Neck Wallet/ I.d. Badge Holder	\$362.18	
Docucopies	Conference Programs/ Booklets	\$398.26	
B-unlimited Inc.	Conference T-shirts	\$2,156.78	
Lucy Jones	Lucy Jones Pre-Con Fee	\$750.00	
Cledis Stuart	Cledis Stuart Pre-Con Fee	\$500.00	
Ron Abel/The Hotel Hot Springs	Hotel for SWASAP President-Elect	\$272.51	
Alvin Phillips/The Hotel Hot Springs	Hotel for COE Rep.	\$272.51	
Alvin Phillips	Rental car payment		
Eliodoro Mercado/The Hotel Hot Springs	Hotel for Eilodoro/Keynote Speaker	\$272.51	
Jacob Flores	Entertainment	\$250.00	
Freshawn Womack	Entertainment	\$250.00	
TRIO Achiever's Hotel Room	TRIO AChiever's Hotel Room	\$136.27	
Panache the Aromatique Gallery	Conference Committee Chair Gifts	\$170.50	
Joyce Elliott	Keynote Speakers Honorarium	\$200.00	
Lewis A. Shepherd	Keynote Speakers Honorarium	\$200.00	
Eliodoro Mercado	Keynote Speakers Honorarium	\$200.00	
Michaels	Supplies for conference	\$46.82	
Wal-mart	Supplies for conference	\$59.02	
wal-mart	Supplies for conference	\$57.70	
Staples	Tent cards for headtable	\$33.23	
<b>[Vender Set Up Payments ]</b>			
MasteryPrep	MasteryPrep		\$25.00
Student Loan Guarentee Foundation	Student Loan Guarentee Foundation		\$25.00
<b>[2017 AASAP Fall Conference Registration]</b>			
University of Arkansas @ Little Rock	<b>University of Arkansas @ Little Rock</b>		\$309.00
<b>[Years of Service Budget \$200]</b>			
Baudville Inc.	Years of service pins	\$166.50	
Van Winkle Sports	Twenty Five Year Plaque (George White)	\$24.20	
	<b>Total</b>	<b>\$190.70</b>	
<b>[Hospitality \$250]</b>			
Steve Ogden			
<b>[Budgeted TRIO Achiever \$1000]</b>			
Cory Godbolt	TRIO Acheiver Award	\$124.99	
Desarae Nelson	Silver Plastic Charger Plates w/ Beaded Rims (1 Case)	\$24.00	

Desarae Nelson	Battery Operated Tea Light Candles	\$14.99	
Desarae Nelson	Silver Candle Holders (6)	\$53.82	
Desarae Nelson	Thick Bottom Smoke Glass Goblets (2 Cases)	\$63.70	
Cory Godbolt	Table Top Decorations for TRIO Achievers Dinner	\$73.39	
	<b>Total</b>	<b>\$354.89</b>	
	<b>TOTAL</b>	<b>\$21,546.50</b>	<b>\$24,622.23</b>
<b>SWASAP Conference</b>			
[Budgeted Board Travel \$1600]			
[Budgeted Hospitality \$125]			
[Budgeted President Gift \$100]			
[Budgeted TRiO Achiever \$1000]			
[Budgeted Basket & Shipping \$150]			
[Budgeted Ad \$100]			
	<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>AASAP Website</b>			
[Budgeted \$200]			
	<b>TOTAL</b>	<b>\$0.00</b>	
<b>Board Bond Insurance</b>			
[Budgeted \$130]			
The Cashion Corporation Inc.	Bond Payment	\$130.00	
	<b>TOTAL</b>	<b>\$130.00</b>	
<b>Allen Herod, CPA</b>			
[Budgeted \$600]			
	<b>TOTAL</b>		
<b>President's Budget</b>			
[Budgeted \$300]			
Ronda McLellad	Crossland Colorbock Fleece Men's Jacket - Men's (7)	\$205.80	
Ronda McLellad	Shipping	\$9.22	
Ronda McLellad	Tape Charge	\$35.00	

<b>TOTAL</b>		<b>\$250.02</b>	
<b>President-Elect's Budget</b>			
[Budgeted \$450/Budget Increase of \$308.60 Approved by Budget Committee Chair]			
Billy Ray Huggins	Flight for COE Executive Leadership Institute at Cornell Uni. (Delta Airlines)	\$758.60	
	Delta Airlines		
	(need an increase of \$308.60)		
<b>TOTAL</b>		<b>\$758.60</b>	
<b>Past President's Budget</b>			
[Budgeted \$100]			
<b>TOTAL</b>		<b>\$0.00</b>	
<b>Treasurer's Budget</b>			
[Budgeted \$450]			
Walmart	Treasurer Bookkeeping Supplies	\$24.76	
PayPal	Card swipe to make sure the card reader works properly	\$1.00	
Chick - Fil - A	Lunch for President and Treasurer	\$13.65	
Regions Bank	Transfer of Banking Information Mileage	\$100.80	
<b>TOTAL</b>		<b>\$140.21</b>	
<b>Secretary's Budget</b>			
[Budgeted \$100]			
Walmart	Voice Recorder for Secretary	\$31.80	
<b>TOTAL</b>		<b>\$31.80</b>	
<b>Fundraiser</b>			
<b><u>TRIO Sticker Skins--\$3170.39 Profits as of 1/1/2017</u></b>			



TRIO Day Journal Sales			
Sales Tax Paid			
<b>TOTAL</b>		<b>\$0.00</b>	<b>\$0.00</b>
<b>Donations</b>			
<b>TOTAL</b>		<b>\$0.00</b>	<b>\$0.00</b>
<b>Old Business</b>			
<b>TOTAL</b>		<b>\$0.00</b>	<b>\$0.00</b>
<i>*Items in italics have not yet been reconciled.</i>		<b>\$41,563.82</b>	<b>\$35,845.95</b>

**2018 AASAP Officer Report**  
**Pam Freer**  
**AASAP Representative II**

**January:** I attended the AASAP Executive Board meeting at ASU Beebe on January 25. Received Parliamentary Procedures Training and reviewed the 2017 Budget, Bylaws, Policy and Procedures Manual and the AASAP Travel Policy. Set up Gmail account to communicate with the Membership.

**February:** I continued to send information via AASAP Rep Gmail account to the membership regarding Hall of Fame Nominees and ASU TRIO Day. Communicated all questions and concerns to the appropriate parties.

**March:** I communicated with AASAP via email concerning Spring Leadership and answered questions concerning registration, hotels, and parking. I attended Spring Leadership at the University of Arkansas Fort Smith. I also communicated updates concerning the updates on TRIO support letters including the sign-on letter regarding TRIO in the PROSPER Act from Kimberly Jones at COE.

**April:** I attended the AASAP Board Meeting at ASU Beebe. I created an updated AASAP Membership distribution list and sent out the AASAP Scholarship Application. Forwarded message from SWASAP Publications and Communications Team calling for All Hands on Deck to inform the membership of action with the Prosper Act.

**May:** I forwarded information from President-Elect about the AASAP Fall Conference. I sent an email on behalf of Xong Lor regarding the AASAP scholarship applications and offered my support of a partnership grant with UAMS.

**June:** I forwarded an email from Mary White about SSS Blumen training hosted at UAHT. I sent out an email calling for proposals for the fall conference concurrent sessions and forwarded TRIO Achiever application materials to the membership. I re-sent the Robbie Lyle Scholarship Application with the extended deadline. I forwarded a survey from SWASAP Rep. Carol Gilley about the 2018 Emerging Leaders Institute Cohort.

**July:** I attended the AASAP Board Meeting at UACCB. I distributed the 2018 SWASAP ELI Survey to the membership. I began the ongoing process of sending out correspondence related to the upcoming fall conference including the AASAP Conference Community Project.

**August:** I continued adding new emails from squarespace to the membership email distribution list. I continued with emails calling for moderators for the fall conference and nominations for the AASAP election.

**September:** I continued mailing out information about the conference to the membership including hotel information, raffle, conference community service project and forwarded AASAP Board position descriptions to the membership. I will attend the September board meeting prior to the Fall Conference.

**2018 AASAP Officer Report**  
**Carol Gilley**  
**SWASAP Representative II**

**January:**

- Attended the AASAP Board Meeting in Beebe

**February:**

- Attended the SWASAP ELI Class
- Attended the SWASAP Board Meeting in Baton Rouge, LA
- Assigned to the
  - Communications Committee
  - Membership Committee
  - Alumni Committee
  - SWASAP Conference Committee

**March:**

- Participated in a Conference Call for the SWASAP Communications Committee
- Attended the AASAP Spring Leadership Conference at UA Fort Smith

**April:**

- Participated in a Conference Call for the SWASAP ELI Class
- Attended AASAP Board Meeting in Beebe

**May:**

- Attended SWASAP ELI Class and Board Meeting in Dallas
- **Communications Committee:**
  - Biweekly Newsletter
- **Membership Committee:**
  - Grow the membership by adding worth to the membership
  - For example: Adding some pages to the website where programs can share information like workshops. Also have Webinars.
  - Create an infographic to show what you can get out of a membership
- **Alumni Committee:**
  - I asked to be moved from the Alumni Committee to the Nominations and Elections committee because it aligned with the assignment given to ELI.
- **Nominations and Elections Committee:**
  - Board positions are open
  - Treasurer a 2 year term.
  - President Elect a 3 year term.
- **SWASAP Conference Committee:**
  - Raffle
  - Table Decorations

**July:**

- Attended the AASAP Board Meeting in Batesville
- Participated in a Conference Call for the SWASAP Communications Committee
- Participated in a Conference Call for the SWASAP Nominations and Elections Committee

### August:

- Attended the SWASAP ELI Class and Board Meeting in Little Rock
- **Communications Committee:**
  - More discussion on Biweekly Newsletter
  - Discussed trying not to send too many emails and flood inboxes
- **Membership Committee:**
  - Discussed a possible give away for new members to SWASAP and the person who recommended them.
  - Also more discussion on the workshops to upload to the website. If anyone has something they would like to share please send to me.
- **Nominations and Elections Committee:**
  - Made a list of names of who would like to run for the position of Treasurer and President Elect.
  - Divided list to contact individuals
- **SWASAP Conference Committee**
  - Toured the facility
  - Raffle: decided how we would place the raffle items and which area to use
  - Table Decorations: President Elect Ron Able asked for the decorations to have a woody outdoor theme.

### September:

- Attended COE in New York, City

### October:

- Attending AASAP Conference in Hot Springs

#### **Program**

(See President-Elects Report)

#### **Membership**

(Nothing to Report)

### **2018 Budget Committee Report**

**Dorianne Dias: Chair**

**2018 Public Relations Committee Report**  
**Nathan Brown: Chair,**  
**Committee Members: Bobby Reeves & Rafael Gutierrez (in-active)**

January

Conference call with AASAP President to discuss direction/responsibilities of the committee and creation of Arkansas Fact Book/Annual Report for COE Policy Seminar  
Recruited additional committee members – Bobby Reeves & Rafael Gutierrez

February

Began working on data collection for ‘AASAP Fact Book/Annual Report 2018’  
Collected Hall of Fame stories from Sharon Scudder for inclusion in fact book

March

Designed/revised/printed ‘AASAP Fact Book/Annual Report 2018’ for dissemination at 2018 COE Policy Seminar  
Worked with AASAP president-elect to get Fact Book formatted and included on the AASAP website  
All of committee in attendance at AASAP Spring Leadership in Fort Smith, AR (3/26/18)

July

Created AASAP Ad for COE Annual Conference program booklet (requested by AASAP President Elect)  
Committee member Rafael Gutierrez no longer employed by TRIO (no longer serving on the committee)

August

Designed t-shirt for AASAP 2018 Conference in Hot Spring, AR (9/29/18 - 10/2/18)

September

Committee members in attendance at COE Annual Conference in New York City, NY (9/11/18 - 9/13/18)

**2018 AASAP Consultant Services**  
**(Nothing to Report)**

**Regional and National Issues Committee Report**  
**Gina Ervin: Chair**

- January 11, 2018, Brandy Britton was nominated for COE's Thomas Wolanin Congressional Internship to give voice at the national level. She is a graduate of Lincoln High School and former participant of the University of Arkansas Talent Search program. She completed her bachelor's degree at Hendrix College and will receive her Master's degree in Public Policy from UALR this December.
- March 2, 2018 a request was made to AASAP board president for Brandy Britton, Talent Search alum, to receive support to attend COE's Policy Seminar. Documents were

provided by AASAP and funding was approved. This provided an important student voice for this national event and relative congressional visits.

- March 3, 2018 notification was received from Maureen Hoyler, COE board president, that Brandy Britton had been selected as the first recipient of the prestigious Thomas Wolanin Congressional Internship.
- March 8, 2018 a request was made for AASAP to forward COE's appeal to bolster the number of institutions signing the congressional letter opposing the Prosper Act. The request was sent to the membership.
- August 2018, COE notified TRIO programs of a 4.25% increase for all programs. GANs reflecting the increase followed from the US Department of Education.
- September 14, 2018, COE announced at the annual conference in NYC that programs are slated for another increase next fiscal year.
- January, 2019, Brandy Britton begins her internship in Washington DC.

**2018 AASAP Audit Committee Report  
Lisa Lewis: Chair**

**2018 AASAP Fair Share Report  
Jeanette Youngblood: Chair**

January (COE Report as of December 31, 2017)

Institutional Membership= \$31, 700.00  
Personal Contributions=\$6, 045.25  
Sum=\$37, 745.25  
Budgeted Goal (COE Target)=\$87, 660.00  
Difference Remaining=\$49, 914.75  
Percentage of Goal Reached=43%

February (COE Report as of January 31, 2018)

Institutional Membership= \$47, 400.00  
Personal Contributions=\$6, 495.62  
Sum=\$53, 895.62  
Budgeted Goal (COE Target)=\$87, 660.00  
Difference Remaining=\$33, 764.38  
Percentage of Goal Reached=61%

March (COE Report as of February 28, 2018)

Institutional Membership= \$56, 550.00  
Personal Contributions=\$6, 848.80  
Sum=\$63, 398.80  
Budgeted Goal (COE Target)=\$87, 660.00  
Difference Remaining=\$24, 261.20  
Percentage of Goal Reached=72%

April (COE Report as of March 31, 2018)

Institutional Membership= \$63, 150.00  
Personal Contributions=\$6, 970.13  
Sum=\$70, 120.13  
Budgeted Goal (COE Target)=\$87, 660.00  
Difference Remaining=\$17539.87  
Percentage of Goal Reached=80%

April (COE Report as of March 31, 2018)

Institutional Membership= \$63, 150.00  
Personal Contributions=\$6, 970.13  
Sum=\$70, 120.13  
Budgeted Goal (COE Target)=\$87, 660.00  
Difference Remaining=\$17539.87  
Percentage of Goal Reached=80%

May (COE Report as of April 30, 2018)

Institutional Membership= \$67, 300.00  
Personal Contributions=\$7, 471.17  
Sum=\$74, 771.17  
Budgeted Goal (COE Target)=\$87, 660.00  
Difference Remaining=\$12, 888.83  
Percentage of Goal Reached=85%

June (COE Report as of May 31, 2018)

Institutional Membership= \$99, 200.00  
Personal Contributions=\$7, 7060.79  
Sum=\$106, 906.79  
Budgeted Goal (COE Target)=\$87, 660.00  
Difference Remaining=\$(19, 246.79)  
Percentage of Goal Reached=122%

July (COE Report as of June 30, 2018)

Institutional Membership= \$102,950.00  
Personal Contributions=\$8061.45  
Sum=\$111, 011.45  
Budgeted Goal (COE Target)=\$87, 660.00  
Difference Remaining=\$(23, 351.45)  
Percentage of Goal Reached=127%

Final Totals

AASAP 1<sup>st</sup> in SWASAP region with **32** 10-for-10 donors (goal was 20); California was the only state with more than AR

AASAP 2<sup>nd</sup> in SWASAP region with overall personal giving at \$8, 061.45; Louisiana had \$8, 409.00

AASAP 2<sup>nd</sup> in SWASAP region with 127%; Louisiana had 161%

**2018 AASAP TRIO Day Report**  
**Stephanie Quick and Sharon Scudder: Co-Chair**

- TRIO Day was held at Arkansas State University-Beebe at the Beebe campus this year. There were roughly 150 people in attendance for the event which followed the Olympic theme of Going for the Gold.
- Key events included:
  - Guest Speakers
  - Hall of Fame recognition
  - Community service item collection
  - 10 Different career speaker sessions with time to visit 3
  - Lunch
  - Social media scavenger hunt for prizes
  - What trio means to me video showcase
  - Essay Contest Winner was awarded a Kindle Fire
- Thanks to the hard work put in by the Arkansas State University- Beebe and Heber Springs campus TRIO staff the day was kept under budget and was a wonderful success.
- The following link is a video that was created by Huston Reagan and Sharon Scudder and put on YouTube to showcase what TRIO means to our students!

<https://www.youtube.com/watch?v=mndnIq3-YkM&feature=youtu.be>



**2018 AASAP TRIO Achiever Committee Report**  
**Desarae Nelson: Chair**

**Committee Members:** Autumn Raviscioni  
**Committee Report Date:** September 26, 2018

**Summary of Activity:**

The Achiever Committee reviewed the submissions from the 3 completed achiever nominations via the Google document account. It was a unanimous decision to select Michelle Henderson as the 2018 AASAP TRIO Achiever. The committee members came to their final decision based on the personal statement the nominee submitted. The committee made the selection and notified AASAP President Ronda McClelland on August 23, 2018. Committee Chair Desarae Nelson selected the decorations and award for the banquet and the achiever. She notified the AASAP Treasurer, Cory Godbolt, and the AASAP President in order to ensure that everything would be completed under the assigned \$1,000 budget. The AASAP Treasurer purchased the requested items. The committee planned to meet up prior to the banquet and plenary session to prepare the room for the Sunday evening conference events. The Chair also requested the hotel reservation for the achiever and her family and AASAP President-Elect, Billy Ray Huggins, made the reservation.

**2018 AASAP Spring Leadership Committee Report**  
**Brittany Slamons: Chair**

53 people registered – I am not sure on attendance as Cory took all of the notes that day.

Food - \$723.69 – paid for by Cory by Check

Raffle Items – Purchased by you the day of the event and I do not know those totals. I am not sure of the total amount raised during the raffle ticket sales.

Details about the event:

The meeting began at 9:00 am. The membership were welcomed by Brittany Slamons, TRIO Director at UAFS. Lacey Ruminer introduced the speaker, Kevin Thompson, lead pastor of Community Bible. Kevin introduced the idea of taking the time to see other's perspectives during times of conflict. Communication and being intentional with your words and the action of seeing it from different perspectives. Two concurrent sessions were offered: Leadership through Greeting Cards and FISH Philosophy. One session was held before lunch and the second was held following lunch. Raffle items were drawn after the second concurrent session. The meeting concluded at 2:15 pm.

**2018 AASAP TRIO Alumni  
(Nothing to Report)**

**2018 AASAP Scholarship Committee Report  
Xong Lor, Scholarship Chair**

Solicited AASAP Scholarship Application through email, website, and social media. (May)  
AASAP Committee Members included: Lacie Bohannon (University of Arkansas – Fayetteville),  
Lacey Ruminer (University of Arkansas – Fort Smith), Simeon Oston (SAU), and Sandra  
Carmona – Garcia (UALR)  
Gathered all applications and reviewed for accuracy and completeness.  
Received a total of 67 scholarship applications: 46 completed and 21 incomplete.  
Scanned and provided readers (4) with applications for review.  
2018 AASAP Scholarship Winners: Abby Summers (Walter O. Mason); Alexis Phongsavanh  
(Dr. Vance Simelton); and Jenny Martinez (Robbie L. Lyle)  
AASAP President contacted all winners in August.

**2018 AASAP Nomination and Election Committee Report  
Mickey Freeze: Chair**

There was one nomination form turned in for AASAP Representative. Brooke Siegler is an  
Education Advisor for Arkansas Northeastern College’s Educational Talent Search program.  
She submitted her application on September 20, 2018. This is the only application that has been  
submitted for AASAP officer positions.

**2018 AASAP ELI  
(Nothing to Report)**