



# 2020 Conference Business Meeting Packet

**Arkansas Association of Student Assistance Programs  
Business Meeting Agenda  
Monday October 5, 2020**

- I. Call to Order
- II. Roll Call and Determination of a Quorum
- III. Adoption of Agenda
- IV. Minutes of Previous Meeting (October 2019)
- V. Old Business
  - A. Nothing to discuss
- VI. Officer's Reports
  - A. President's Report Ashia Hall Muhammad
  - B. Past-President's Report Billy Ray Huggins
  - C. President-Elect's Report Michael Barnes
  - D. Secretary's Report Brooke Siegler
  - E. Treasurer's Report Shanika Williams
  - F. AASAP Representatives Sandra Camona Jobe and Stéphanie Quick
  - G. SWASAP Representatives Lacey Beth Gebhart and Dorothy Standoak
- VII. Standing Committee Reports
  - A. Program Billy Ray Huggins
  - B. Membership Vacant
  - C. Budget Marty Mayfield
  - D. Public Relations Ashia Hall Muhammad
  - E. Consultant Services Vacant
  - F. Regional & National Issues Lacey Beth Gebhart and Dorothy Standoak
  - G. Audit Nicole Woods
- VIII. Special Committee Reports
  - A. Fair Share Michael Barnes
  - B. TRIO Day N/A
  - C. TRIO Achiever Tenita Gragg
  - D. Directory Ulonda Frazier
  - E. Spring Leadership N/A
  - F. TRIO Alumni N/A
  - G. Technology/Website Billy Ray Huggins
  - I. Scholarships Dorothy Standoak
  - J. Nomination and Election Katrina Curruth
  - K. AASAP ELI N/A
- IX. New Business
  - A. Frances D. Nelson Scholarship
  - B. 2020 TRIO Day Location
  - C. 2020 Spring Leadership

XI. Adjournment

Upcoming

1. SWASAP Annual Conference (November 10-13, 2019, Virtual)
2. 40th Annual COE Policy Seminar (March 20-22, 2021)
3. COE National Conference (September 19-21, 2021)
4. AASAP Fall Conference (October 3-6, 2021) Location TBA: Pine Bluff possible location



**Arkansas Association of Student Assistance Programs  
Business Meeting Agenda**

**Monday October 7, 2019 - Minutes**

- I. Call to Order
  - a. Meeting was called to order at 3:15pm
- II. Roll Call and Determination of a Quorum
  - a. A count was taken and a quorum was met
- III. Adoption of Agenda
  - a. Jeanette Youngblood moved the adoption of the agenda, with nominations and elections being first, Autumn Raviscioni 2<sup>nd</sup>
- IV. Minutes of Previous Meeting (October 2018)
  - a. Sandra Jobe made a motion to accept the previous meeting minutes, Michael E. 2<sup>nd</sup>
- V. Old Business
  - A. Nothing to discuss

VI. Officer's Reports

- |                             |                                       |
|-----------------------------|---------------------------------------|
| A. President's Report       | Billy Ray Huggins                     |
| B. Past-President's Report  | Ronda McLelland                       |
| C. President-Elect's Report | Ashia Hall Muhammad                   |
| D. Secretary's Report       | Shanika Williams                      |
| E. Treasurer's Report       | Cory Godbolt                          |
| F. AASAP Representatives    | Brooke Siegler and Lacey Beth Gebhart |
| G. SWASAP Representatives   | Pam Freer and Simeon Oston            |

VII. Nominations and Elections (Micky F.)

- a. AASAP Rep (2) (1 year term)
  - i. Stephanie Quick
  - ii. Sandra Carmona G. Jobe
  - iii. Tenita Gragg
- b. SWASAP Rep (1) (2 year term)
  - i. Dorothy Standoak
  - ii. Lacey Gebhart
- c. Secretary
  - i. Pam Freer nominated Brooke Siegler, Brooke accepted
- d. Treasurer
  - i. Ronda McLelland nominated Shanikia Williams, Shanikia accepted
  - ii. Jacqueline Durr
- e. President-Elect (1) (3 year term)
  - i. Suzane Hendrix nominated Michael Barnes, Michael accepted

Shanikia Williams made a motion to close nominations for President-Elect, Edith Mitchell 2nd  
Billy Ray Huggins asked for a motion to close nominations for AASAP rep, SWASAP rep, Secretary, Treasurer, and President-elect. Jeanette Youngblood made a motion to close nominations, Denese Bogard 2nd.

VIII. Standing Committee Reports

- |               |                          |
|---------------|--------------------------|
| A. Program    | Ashia Hall Muhammad      |
| B. Membership | Sandra I. Carmona Garcia |

- C. Budget Dorianne Dias
- D. Public Relations William Bobby Reeves
- E. Consultant Services Vergina Smith
- F. Regional & National Issues Pam Freer and Simeon Oston
- G. Audit Nicole Woods

IX. Special Committee Reports

- A. Fair Share Ronda McLelland
- B. TRIO Day Kristie Wilson
- C. TRIO Achiever Dorothy Standoak
- D. Directory Morgan Meadows
- E. Spring Leadership Erica Brown
- F. TRIO Alumni Stephanie Quick
- G. Technology/Website Vacant (Billy Ray Huggins)
- I. Scholarships Xong Lor
- J. Nomination and Election Autumn Raviscioni
- K. AASAP ELI Jeanette Youngblood

X. New Business

- A. AASAP Constitution & Bylaws Change Recommendation
  - a. Switch the duties of President-Elect and Past President (Passed)
  - b. Vote on constitutional changes via email in addition to paper ballot (Passed)
- B. 2020 TRIO Day Location
  - a. University of Arkansas at Little Rock
- C. 2020 Spring Leadership
  - a. Heber Springs

XI. Adjournment

Billy Ray Huggins asked for motion to adjourn. Pam motioned to adjourn the meeting, Cory Godbolt 2nd.

Meeting adjourned at 5:52pm.

Upcoming

1. SWASAP Annual Conference (November 3-6, 2019 in Austin, TX)
2. 39th Annual COE Policy Seminar (March 23-25, 2020 in Washington, DC)
3. COE National Conference (September 20-23, 2020 in San Antonio, TX)
4. AASAP Fall Conference (October 3-6, 2020) Location TBA: Pine Bluff or Jonesboro could be possible locations

**2020 AASAP Officer Report**  
**Ashia Hall Muhammad**  
**President**

**January**

- Attended AASAP Board meeting in Little Rock (Jan. 23)
- Reached out to the membership about serving on committees
- Submitted paperwork for the 2020 (National TRIO Day) proclamation from the governor
- Worked on scheduling congressional appointments for COE Policy seminar

**February**

- Attended SWASAP Board meeting in Dallas, TX (Feb.5-6)
- Assigned to and met with the following committees
  - Advocacy/Fair Share (Chair)
  - Finance, and Corporate Development
- Went to regions bank to switch account information
- Requested information from members that planned to attend policy seminar

**March**

- Attended COE's Virtual Annual Policy Seminar and Seminar on Relations with the U.S. Department of Education in Washington DC (March 21-24)
- Attended SWASAP Advocacy/Fair Share Committee Conference call
- Discussed the fact books with Nathan Brown
- Ordered the hall of fame booklets from Docucopies

**April**

- Attended AASAP Board meeting virtually (Apr.18)
- Sent out thank you letters to legislators
- Special SWASAP Board Meeting Conference Concerning SWASAP ELI

**May**

- Attended SWASAP Board meeting in Dallas, TX (May.1-2)
- Assigned to and met with the following committees
  - Advocacy/Fair Share (Chair)
  - Finance, and Corporate Development

**June**

- Discussed the AASAP Ad. For the COE conference
- Attended special SWASAP Board Meeting Concerning COE Conference Ad/Budget(6/22/20)
- Discussed AASAP conference registration with Past-President (Conference Chair)
- Attended public visitation (memorial service) for Former AASAP President, Mrs. Frances D. Nelson

## **July**

- Attended AASAP Board Meeting Virtually
- Approved paperwork to COE for conference advertisement
- Reached out to some committees to check progress
- Appointed Dorothy Standoak to replace Simeon Oston (took new job outside of TRIO)

## **August**

- Worked with TRIO Achiever committee
- Submitted AASAP TRIO Achiever to SWASAP President and Committee Chairs
- Attended Virtual SWASAP Board Meeting
- Met with the following standing committees
  - Advocacy/Fair Share (Chair)
  - Finance, and Corporate Development
- Assigned to and met with the following SWASAP Conference committees
  - Community Service (Chair)

## **September**

- Attended COE National Conference-Virtual (September 21-23)
  - Attended COE Zoom training for moderators and presenters
  - Served as Moderator/Presenter for Session #16
- Notified TRIO Achiever and invited to Fall conference
- Assisted with final plans for conference
- Assisted with Nominations & Elections on answering questions on board positions open this year
- Notified AASAP Scholarship Winners and invited them to attend conference
- Attended AASAP Zoom Training

## **October**

- Attended AASAP Virtual Fall conference
- Working on submitting Advertisement for SWASAP Conference



## 2020 AASAP Past-President Board Report Billy Ray Huggins



### 2020 AASAP Executive Board

#### President

Ashia Muhammad  
Director, McNair Scholars Program  
University of Arkansas at Little Rock  
2801 S. University Ave.  
Little Rock, AR 72204  
Phone: 501-569-8747  
[president@arkansastrio.org](mailto:president@arkansastrio.org)

#### President-Elect

Michael Barnes  
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National Park College  
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Phone: 501-760-4364  
[president-elect@arkansastrio.org](mailto:president-elect@arkansastrio.org)

#### Past President

Billy Ray Huggins  
Project Director, Educational Talent Search  
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#### Secretary

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Education Advisor  
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#### Treasurer

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#### SWASAP Representatives

Dorothy Standoak, Southern AR University  
Lacey Gebhart, UA Fayetteville

#### AASAP Representatives

Sandra Camona Jobe, UA Little Rock  
Stephanie Quick, Arkansas State University-Beebe

### January

- Attended AASAP Board meeting in Little Rock (Jan. 23)
- Worked on updating website
- Went to regions bank to switch account information
- Reached out to Lucy Jones to offer pre-conference workshop

### February

- Went to visit the Embassy Suites Hotel in Jonesboro, AR
- Signed and sent conference hotel contract
- Reached out to the membership about serving on conference committees
- Reached out to Odell Bizzell to offer pre-conference workshop
- SWASAP and SAEOPP Regional Fair Share Conference Call
- Worked on updates to website

### March

- Attended COE's Annual Policy Seminar and Seminar on Relations with the U.S. Department of Education in Washington DC Virtually (March 23-26)
- SWASAP and SAEOPP Regional Fair Share Conference Call
- Worked on updates to website

### April

- AASAP Board Meeting (conference call)
- Spring Leadership scheduled for April 17 at ASU-Heber Spring (cancelled due to coronavirus)
- TRIO Day scheduled for April 25 at UALR (cancelled due to coronavirus)
- Sent out information about virtual 5K fair share support for COE
- SWASAP and SAEOPP Regional Fair Share Conference Call
- Sandra created AASAP conference flyer

### May

- Arkansas Fair share conference call
- Sent out letters requesting for Keynote Speaker for the conference
- Request for conference registration information to be sent out (Cost \$260)
- SWASAP and SAEOPP Regional Fair Share Conference Call
- Contacted UCA and UAPB regarding fair share
- Conference call to discuss Simeon Otson SWASAP Rep. replacement position



## 2020 AASAP Past-President Board Report Billy Ray Huggins

### 2020 AASAP Executive Board

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#### President-Elect

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#### Past President

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#### SWASAP Representatives

Dorothy Standoak, Southern AR University  
Lacey Gebhart, UA Fayetteville

#### AASAP Representatives

Sandra Camona Jobe, UA Little Rock  
Stephanie Quick, Arkansas State University-Beebe

### June

- Attended COE National Student Leadership Congress
- SWASAP and SAEOPP Regional Fair Share Conference Call

### July

- Attended AASAP Board meeting virtually (July 23)
- Sandra created AASAP advertisement for COE conference
- Fair Share After Action Conference Call
  - All states in SWASAP made fair share at 100% or above
  - Arkansas made fair share at 109%
- Submit application for advertise for COE conference
- Contacted AASAP conference hotel (Embassy suites Jonesboro) to request last day to cancel on-site meeting
  - To my knowledge we never paid the \$2,000 deposit
  - Hotel request that we use the site for the 2021 Conference
  - The Coronavirus pandemic should fall under the “force majeure clause”

### August

- Finalize conference give-a-ways/order
- Continue with Conference Planning

### September

- Reach out to conference committee chairs for update
- Purchase zoom annual license for conference
- Conference call with board members
- Update website
- Work on finalize conference schedule and breakout sessions
- Prepare mail-outs to conference attendees
- COE conference training
- Review scholarship requirements/criteria for the Frances Nelson scholarship
- Send conference information to Sandra for booklet
- Attend COE annual conference
- Work on mailing out conference give-a-ways



## 2020 AASAP Past-President Board Report Billy Ray Huggins

### 2020 AASAP Executive Board

#### President

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Lacey Gebhart, UA Fayetteville

#### AASAP Representatives

Sandra Camona Jobe, UA Little Rock  
Stephanie Quick, Arkansas State University-Beebe

### October

- Attend AASAP fall conference virtually
- Finish up with conference details
- Attend Executive Board meeting
- Update Website
- Finalize conference details/payments



## 2020 AASAP President-Elect Officer Report

Michael Barnes

### 2020 AASAP Executive Board

#### President

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University  
Lacey Gebhart, UA Fayetteville

#### AASAP Representatives

Sandra Camona Jobe, UA Little  
Rock  
Stephanie Quick, Arkansas State  
University-Beebe

### January

- Attended AASAP Board meeting in Little Rock (Jan. 23)
- Attended Conference Call for Eli Applicants (Jan. 30)

### February

- Attended SWASAP Board meeting in Dallas, TX (Feb. 5-6)
- Assigned to and meet with the following committee
  - SWASAP By-Laws Committee
  - Cooperate Sponsorship Committee
- Meet with Past-President with Virtual Fair Share 5K Planning

### March

- Attended SWASAP By-Laws committee virtual meeting (Mar. 3)
- Attended SWASAP cooperate sponsors committee virtual meeting (Mar. 4)
- Attended AASAP Executive Board Conference Call for COVID Preparedness (Mar. 13)

### April

- Attended COE Regional Fair Share Conference Call (Apr. 14)
- Attended SWASAP Virtual Cooperate Sponsorship Meeting (Apr. 15)
- Attended AASAP Board Meeting Virtual (Apr. 18)

### May

- Attended SWASAP Board meeting Virtual (May. 1-4)
- Assigned to and met with the following committees
  - SWASAP By-Laws Committee
  - Cooperate Sponsorship Committee
- Met with AASAP President on Conference Manual (May. 7)
- Attended AASAP Fair Share Constituents Meeting (May. 27)

### June

- Discussed the AASAP Ad. For the COE conference
- Attended public visitation (memorial service) for Former AASAP President, Mrs. Frances D. Nelson



### **July**

- Attended AASAP Board Meeting Virtually (Jul. 23)
- Attended SWASAP Cooperate Sponsorship Meeting with Sponsors
- Attended SWASAP By-Laws Committee Meeting

### **August**

- Attended SWASAP By-Laws Virtual Meeting (Aug. 6)
- Attended SWASAP Cooperate Sponsorship Virtual Meeting (Aug. 7)
- Attended Virtual SWASAP Board Meeting (Aug. 10-13)

### **September**

- Attended COE National Conference-Virtual (September 21-23)
- Assisted with Fair Share plans for the Fall Conference
- Attended AASAP Zoom Training

### **October**

- Attended AASAP Virtual Fall conference



**2020 AASAP  
Executive Board**

**President**

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**President-Elect**

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**Secretary**

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**Treasurer**

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Stephanie Quick, Arkansas State  
University-Beebe

# 2020 AASAP Officer Report

Brooke Siegler  
Secretary

## January

- Accessed AASAP Secretary Email
- Attended AASAP Board Meeting (Jan. 23<sup>rd</sup>)
- Participated in a conference call regarding policy seminar stipends (Jan. 30<sup>th</sup>)

## February

- Typed and emailed out minutes from the January Board Meeting
- Typed and emailed out minutes from the January conference call

## March

- Participated in conference call about spring events and a COVID statement from AASAP

## April

- Attended AASAP Board Meeting via Zoom (Apr. 18<sup>th</sup>)

## May

- Typed and emailed out minutes from April Board Meeting

## June

## July

- Attended AASAP Board Meeting via Zoom (Jul. 23)
- Typed and emailed out minutes from July Board Meeting

## August

- Forwarded TRIO Job posting from University of Arkansas to AASAP reps to be sent to membership
- Started working on Business Packet for Fall Conference

## September

- Attended AASAP Board Meeting regarding AASAP Fall Conference
- Emailed Board Members and Committee Chairs for reports for Fall Conference Business Packet
- Compiled Business packet for the Fall Conference
- Answered emails about conference registration

## October

- Attended AASAP Virtual Fall conference



**2020 AASAP  
Executive Board**

**President**

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Director, McNair Scholars Program  
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**AASAP Representatives**

Sandra Camona Jobe, UA Little Rock  
Stephanie Quick, Arkansas State University-Beebe

**2020 AASAP Board Report**

**Shanikia Williams**

*January 2020*

Attended Board Meeting at ULAR

Payment of bills

Consult with Cory on Documents for Treasure

Submit AR Excise Tax Return to Jasmine (Arkansas Department of Finance and Administration Revenue Division Tax Investigator)

*February 2020*

Consult with Cory on Documents for Treasure

Submit AR Excise Tax Return to Jasmine

*March 2020*

Dispute charges for AASAP (SWASAP ELI)

Consult with Cory on Documents for Treasure

Consult with Cory on filing taxes with Adam.

Submit AR Excise Tax Return to Jasmine

*April 2020*

Taxes are completed

Attended AASAP board meeting

Submit AR Excise Tax Return to Jasmine

*May 2020*

Submit AR Excise Tax Return to Jasmine

*June 2020*

Dispute Charges for Liaison Hotel for Sandra (Washington DC)

Submit AR Excise Tax Return to Jasmine

*July 2020*

Attended AASAP Board Meeting

Submit AR Excise Tax Return to Jasmine

Retrieve tax documents from Cory

*Aug. 2020*

Submit AR Excise Tax Return to Jasmine

*Sept. 2020*

Submit AR Excise Tax Return to Jasmine

*October 2020*

Submit AR Excise Tax Return to Jasmine

*November 2020*

Submit AR Excise Tax Return to Jasmine



*Dec. 2020*

Submit AR Excise Tax Return to Jasmine





<b>Remaining Balance</b>			<b>\$3,000.00</b>	
<b>Amount Spent</b>			<b>\$0.00</b>	
<b>Date</b>	<b>Who</b>	<b>Description</b>	<b>Debit</b>	<b>Credit</b>
<b>Total</b>			<b>\$0.00</b>	<b>\$0.00</b>
<b>Scholarships (Split)</b>				
<b>Budgeted Balance \$1250</b>			<b>\$1,250.00</b>	
<b>Remaining Balance</b>			<b>\$1,250.00</b>	
<b>Amount Spent</b>			<b>\$0.00</b>	
<b>Date</b>	<b>Who</b>	<b>Description</b>	<b>Debit</b>	<b>Credit</b>
		[Budgeted Robbie Lyle \$500]		
		[Budgeted Vance Simelton \$500]		
		[Budgeted Walter O. Mason \$250]		
		[Coins for College]		
<b>Total</b>			<b>\$0.00</b>	<b>\$0.00</b>
<b>Grand Total</b>			<b>\$0.00</b>	<b>\$0.00</b>
<b>Spring Leadership</b>				
<b>Budgeted Balance \$1,500</b>			<b>\$1,500.00</b>	
<b>Remaining Balance</b>			<b>\$1,605.00</b>	
<b>Amount Spent</b>			<b>-\$105.00</b>	
<b>Date</b>	<b>Who</b>	<b>Description</b>	<b>Debit</b>	<b>Credit</b>
07/23/2020	Shanikia Williams	Spring Leadership Registration for Danita Hayes		\$50.00
07/23/2020	Shanikia Williams	Spring Leadership Dues for Tanita Shannon Gragg		\$55.00
<b>Total</b>			<b>\$0.00</b>	<b>\$105.00</b>
<b>COE National Conference</b>				
<b>Budgeted Balance Board Travel \$4000</b>			<b>\$4,000.00</b>	
<b>Remaining Balance</b>			<b>\$4,000.00</b>	
<b>Amount Spent</b>			<b>\$0.00</b>	
<b>Date</b>	<b>Who</b>	<b>Description</b>	<b>Debit</b>	<b>Credit</b>
		[Budgeted Full Page Ad \$500] [Remaining Funds: \$]		
<b>Total</b>			<b>\$0.00</b>	<b>\$0.00</b>
<b>Grand Total</b>			<b>\$0.00</b>	<b>\$0.00</b>
<b>AASAP Fall Conference</b>				
<b>Budgeted Balance Board Travel \$23,000</b>			<b>\$23,000.00</b>	
<b>Remaining Balance</b>			<b>\$23,000.00</b>	
<b>Amount Spent</b>			<b>\$5,447.09</b>	
<b>Date</b>	<b>Who</b>	<b>Description</b>	<b>Debit</b>	<b>Credit</b>
02/10/2020	Shanikia Williams	Mileage Billy Ray Huggins (Meeting Hotel for AASAP Conference)	\$104.16	
07/10/2020	Shanikia Williams	Deposit Michelle Hardin & Jessie Beal membership dues 2019-2020		\$80.00
07/27/2020	Billy Ray Huggins	Deposit @ Embassy Suites For Deposit for Conference (3714)	\$2,000.00	
07/23/2020	Shanikia Williams	Deposit Jennifer Truillo Membership Dues 2019-2020		\$40.00
08/27/2020	Billy Ray Huggins	Polo Shirts for AASAP (3714)	\$3,462.93	



			<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>
			<b>Grand Total</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Professional Development</b>					
			<b>Budgeted \$500</b>	<b>\$500.00</b>	
			<b>Remaining Balance</b>	<b>\$500.00</b>	
			<b>Amount Spent</b>	<b>\$0.00</b>	
<b>Date</b>	<b>Who</b>	<b>Description</b>	<b>Debit</b>	<b>Credit</b>	
			<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Student Leadership conference</b>					
			<b>Budgeted \$0.00</b>	<b>\$0.00</b>	
			<b>Remaining Balance</b>	<b>\$0.00</b>	
			<b>Amount Spent</b>	<b>\$0.00</b>	
<b>Date</b>	<b>Who</b>	<b>Description</b>	<b>Debit</b>	<b>Credit</b>	
			<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>AASAP Website</b>					
			<b>Budgeted \$200</b>	<b>\$200.00</b>	
			<b>Remaining Balance</b>	<b>\$8.00</b>	
			<b>Amount Spent</b>	<b>\$192.00</b>	
<b>Date</b>	<b>Who</b>	<b>Description</b>	<b>Debit</b>	<b>Credit</b>	
02/07/2020	Billy Ray Huggins	Squarespace Inx. 3714	\$192.00		
			<b>Total</b>	<b>\$192.00</b>	<b>\$0.00</b>
<b>Board Bond Insurance</b>					
			<b>Budgeted \$130</b>	<b>\$130.00</b>	
			<b>Remaining Balance</b>	<b>\$130.00</b>	
			<b>Amount Spent</b>	<b>\$0.00</b>	
<b>Date</b>	<b>Who</b>	<b>Description</b>	<b>Debit</b>	<b>Credit</b>	
03/02/2020	Shanikia Williams	The Cashion Company Insurance & Bond Renewal	\$130.00		
			<b>Total</b>	<b>\$130.00</b>	<b>\$0.00</b>
<b>Allen Herod, CPA</b>					
			<b>Budgeted \$600</b>	<b>\$600.00</b>	
			<b>Remaining Balance</b>	<b>\$5.00</b>	
			<b>Amount Spent</b>	<b>\$595.00</b>	
<b>Date</b>	<b>Who</b>	<b>Description</b>	<b>Debit</b>	<b>Credit</b>	
09/11/2020	Shanikia Williams	Herod&Herod CPA's (taxes) check #1440	\$595.00		
			<b>Total</b>	<b>\$595.00</b>	<b>\$0.00</b>
<b>President's Budget</b>					
			<b>Budgeted \$300</b>	<b>\$300.00</b>	
			<b>Remaining Balance</b>	<b>\$110.70</b>	
			<b>Amount Spent</b>	<b>\$189.30</b>	
<b>Date</b>	<b>Who</b>	<b>Description</b>	<b>Debit</b>	<b>Credit</b>	
03/03/2020	Ashia Muhammad	AASAP Annual Report 2020 Factbook	\$189.30		
06/26/2020	Ashia Muhammad	Sympathy Floral for Ms. Nelson (5897)	\$148.90		
07/07/2020	Ashia Muhammad	Sympathy Floral for Ms. Nelson (5897) (Refund) Flowers weren't delivered		\$148.90	
			<b>Total</b>	<b>\$338.20</b>	<b>\$148.90</b>
<b>President-Elect's Budget</b>					
			<b>Budgeted \$700</b>	<b>\$700.00</b>	
			<b>Remaining Balance</b>	<b>\$646.24</b>	
			<b>Amount Spent</b>	<b>\$53.76</b>	
<b>Date</b>	<b>Who</b>	<b>Description</b>	<b>Debit</b>	<b>Credit</b>	
02/10/2020	Michael Barnes	Mileages to meet pres-elect, pres., treasurer Region Bank change	\$53.76		
			<b>Total</b>	<b>\$53.76</b>	<b>\$0.00</b>
<b>Past President's Budget</b>					
<b>[Budgeted \$100] [Remainning Funds: \$]</b>					
			<b>Budgeted \$300</b>	<b>\$300.00</b>	
			<b>Remaining Balance</b>	<b>\$509.58</b>	
			<b>Amount Spent</b>	<b>-\$209.58</b>	
<b>Date</b>	<b>Who</b>	<b>Description</b>	<b>Debit</b>	<b>Credit</b>	
03/19/2020	Ronda McLelland	Hilton LA Universal 1191 (Refund- charged AASAP rather than personal)		\$209.58	
			<b>Total</b>	<b>\$0.00</b>	<b>\$209.58</b>
<b>Treasurer's Budget</b>					
			<b>Budgeted \$300</b>	<b>\$300.00</b>	

<b>Remaining Balance</b>			<b>\$194.29</b>	
<b>Amount Spent</b>			<b>\$105.71</b>	
<b>Date</b>	<b>Who</b>	<b>Description</b>	<b>Debit</b>	<b>Credit</b>
02/27/2020	Shanikia Williams	UPS Stamps 0629	\$11.00	
02/07/2020	Ashia Muhammad	Mileage Shanikia Williams (Meet Cory to retrieve treasurer things)	\$33.60	
07/10/2020	Shanikia Williams	Ordering Checks	\$61.11	
		<b>Total</b>	<b>\$105.71</b>	<b>\$0.00</b>
<b>Secretary's Budget</b>				
<b>[Budgeted \$50] [Remaining Funds: \$50.00]</b>				
<b>Budgeted \$50</b>			<b>\$50.00</b>	
<b>Remaining Balance</b>			<b>\$50.00</b>	
<b>Amount Spent</b>			<b>\$0.00</b>	
<b>Date</b>	<b>Who</b>	<b>Description</b>	<b>Debit</b>	<b>Credit</b>
		<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>PayPal Transfers 2019</b>				
<b>Date</b>	<b>Who</b>	<b>Description</b>	<b>Debit</b>	<b>Credit</b>
01/06/2020	Shanikia Williams	Pay Pal Transfer		\$125.13
01/06/2020	Shanikia Williams	Pay Pal Transfer		\$417.10
		<b>Total</b>	<b>\$0.00</b>	<b>\$542.23</b>
<b>Donations</b>				
<b>Date</b>	<b>Who</b>	<b>Description</b>	<b>Debit</b>	<b>Credit</b>
		<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>
			<b>Debit</b>	<b>Credit</b>
<b>Grand Grand Total</b>			<b>\$12,568.23</b>	<b>\$2,830.67</b>
<i>*Items in italics have not yet been reconciled.</i>				
<b>[2018 Fairshare Remaining] [Remaining Funds: \$]</b>				
	2018 Fairshare Remaining	2018 Fairshare Remaining		\$52.00
			<b>Total</b>	
<b>[Late Membership Payment for 2018] [Remaining Funds: \$]</b>				
	Late Membership Payment for 2018	Late Membership Payment for 2018		\$40.00
	Late Membership Payment for 2018	Late Membership Payment for 2018		\$40.48
			<b>Total</b>	
<b>[Membership Payments 2019] [Remaining Funds: \$]</b>				
	Membership Payment for 2019	Membership Payment for 2019		\$40.00
	Membership Payment for 2019	Membership Payment for 2019		\$40.00
			<b>Total</b>	

# 2020 AASAP Board Report

Sandra Carmona Jobe  
AASAP Representative 1 Report

## 2020 AASAP Executive Board

### President

Ashia Muhammad  
Director, McNair Scholars Program  
University of Arkansas at Little Rock  
2801 S. University Ave.  
Little Rock, AR 72204  
Phone: 501-569-8747  
[president@arkansastro.org](mailto:president@arkansastro.org)

### President-Elect

Michael Barnes  
Director, Upward Bound Program  
National Park College  
101 College Drive  
Hot Springs National Park, AR 71913  
Phone: 501-760-4364  
[president-elect@arkansastro.org](mailto:president-elect@arkansastro.org)

### Past President

Billy Ray Huggins  
Project Director, Educational Talent Search  
University of Arkansas at Little Rock  
2901 S. University Ave.  
Little Rock, AR 72204  
Phone: 501-907-2474  
[past-president@arkansastro.org](mailto:past-president@arkansastro.org)

### Secretary

Brooke Siegler  
Education Advisor  
Educational Talent Search  
Arkansas Northeastern College  
2501 South Division Street  
Blytheville, AR 72351  
[secretary@arkansastro.org](mailto:secretary@arkansastro.org)

### Treasurer

Shanikia Williams  
Administrative Specialist,  
Educational Talent Search  
University of Arkansas at Little Rock  
2801 S. University Ave.  
Little Rock, AR 72204  
Phone: 501-907-2475  
[treasurer@arkansastro.org](mailto:treasurer@arkansastro.org)

### SWASAP Representatives

Dorothy Standoak, Southern AR University  
Lacey Gebhart, UA Fayetteville

### AASAP Representatives

Sandra Camona Jobe, UA Little Rock  
Stephanie Quick, Arkansas State University-Beebe

## January

- Attended AASAP Board meeting in Little Rock (Jan. 23)

## March

- Attended COE's Annual Policy Seminar and Seminar on Relations with the U.S. Department of Education in Washington DC Virtually (March 23-26)

## April

- AASAP Board Meeting (conference call)
- Created AASAP advertisement for COE conference

## May

- Arkansas Fair share conference call
- Conference call to discuss Simeon Otson SWASAP Rep. replacement Position
- Created flyer for AASAP Annual Conference

## July

- Attended AASAP Board meeting virtually (July 23)

## January – July

- Billy Ray Huggins and Ashia Hall Muhammed sent me information to send to the AASAP membership. The information was sent in a timely manner via Email. Some of the information included:
  - o AASAP Annual Conference
  - o Mrs. Nelson's passing
  - o SSS Funding
  - o AASAP Scholarship

There were a few questions made by the membership, but they have been answered.

## August – September

- Continued working on booklet for AASAP conference
- Sent emails to membership regarding conference registration, membership, scholarships, giveaways, and request for proposal
- Attended Board Meeting on September 10, 2020

Sandra Carmona Jobe

AASAP Representative 1

[scarmonaga@ualr.edu](mailto:scarmonaga@ualr.edu) | 501-907-2476

# 2020 AASAP Officer Report

## Stephanie Quick

### AASAP Rep-2

#### January

Attended Board Meeting 1/23/2020 at UALR  
Participated in conference call 1/30/2020  
Gained access to AASAP email and social media  
Posted requested material to Facebook and Instagram

#### February

Posted requested material to Facebook and Instagram  
Obtained answers to questions asked by members

#### March

Posted requested information to Facebook and Instagram

#### April

Attempted to attend Board meetings 4/23/2020 via phone call  
Attended Board meeting on 4/30/20  
Posted requested information to Facebook and Instagram

#### May

Posted requested Information to Facebook and Instagram

#### June

Posted Requested Information to Facebook and Instagram

#### July

Attended Board Meeting on the 23rd via zoom  
Posted Requested Information to Facebook and Instagram

## August

Posted Requested Information to Facebook and Instagram

## September

Attended Board Meeting on the 9th via zoom

Posted Requested Information to Facebook and Instagram

## October

Attended AASAP Conference

Posted Requested Information to Facebook and Instagram

## November

Attended SWASAP Conference

Posted Requested Information to Facebook and Instagram





**2020 AASAP  
Executive Board**

**President**

Ashia Muhammad  
Director, McNair Scholars Program  
University of Arkansas at Little Rock  
2801 S. University Ave.  
Little Rock, AR 72204  
Phone: 501-569-8747  
[president@arkansastrio.org](mailto:president@arkansastrio.org)

**President-Elect**

Michael Barnes  
Director, Upward Bound Program  
National Park College  
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Brooke Siegler  
Education Advisor  
Educational Talent Search  
Arkansas Northeastern College  
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[secretary@arkansastrio.org](mailto:secretary@arkansastrio.org)

**Treasurer**

Shanikia Williams  
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Educational Talent Search  
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**SWASAP Representatives**

Dorothy Standoak, Southern AR University  
Lacey Gebhart, UA Fayetteville

**AASAP Representatives**

Sandra Camona Jobe, UA Little Rock  
Stephanie Quick, Arkansas State University-Beebe

## 2020 AASAP Board Report

Lacey Gebhart SWASAP Rep

### January

- Attended AASAP January Board Meeting (1/23/2020)
- Participated in AASAP Conference Call (1/30/2020)

### February

- Attended SWASAP Board meeting in Dallas, TX (2/4/2020)
- Became chair of SWASAP Publications and Communications Committee
- Attended SWASAP Student Leadership Conference Planning Call (2/24/2020)

### March

- Attended COE's Annual Policy Seminar Virtually

### April

- Planned and Facilitated SWASAP Publications and Communications Committee Meeting
- Attended AASAP April Board Meeting via Zoom

### May

- Attended SWASAP Board meeting Virtually (5/5/2020)

### June

- Attended SWASAP Board Meeting (6/22/2020)

### July

- Attended AASAP July Board Meeting Virtually

### August

- Attended SWASAP Board Meeting Virtually

### September

- Began Planning for SWASAP Virtual Conference Flipbook
- Attended and Presented a concurrent session at COE Virtual Conference

### October

- Co-planned trivia event with Madame Secretary and Madame Treasurer
- Presented a concurrent session at AASAP Virtual Conference

**2020 AASAP Budget Committee  
Report Marty Mayfield: Chair**

**Observations**

The budget is well organized and appropriately detailed.  
All line items appear to be within reasonable parameters.

**Findings**

Budget Items with Negative Balances	Comments
No line items had negative balances	

Budget Items with Pending Balances	Comments
2020 AASAP Annual Conference	Currently within budget
2020 SWASAP Annual Conference	Currently within budget

Line Item		Amount
Budget Item with Positive Balances		
SWASAP Board Meeting		\$5,000
SWASAP ELI		\$3,000
AASAP Board Meeting		\$2,500
AASAP ELI		\$2,250
COE Policy Travel		\$3,500 (+SWASAP \$2,000)
TRIO Day		\$3,000
Scholarships	Robbie Lyle	\$500
	Vance Simelton	\$500
	Walter O. Mason	\$250
Spring Leadership		\$1,500
COE National Conference	Board Travel	\$4,000
	Full Page Ad	\$500
AASAP Conference		\$23,000
	TRIO Achiever	\$1,000
	Alumni Reception	\$400
	Service Awards	\$200
SWASAP Conference	Board Travel	\$1,600
	Ad	\$100
	Hospitality	\$250
	President Gift	\$125

	Silent Auction/Raffle +Shipping	\$150
	TRIO Achiever	\$1,000
Professional Development		\$500
Student Leadership Conf.		\$0
AASAP Website		\$200
Board Bond Insurance		\$130
Allen Herod, CPA		\$600
President		\$300
President-Elect		\$700
Past-President		\$100
Treasurer		\$250
Secretary		\$50
<b>Fundraiser</b>		\$56,405
Sticker Skins		
Journal Books		
Sales & Use Tax		
<b>Donations</b>		
Spring Leadership Donations		

### **Significant Actions**

Due to Covid-19 and travel restrictions, Spring Leadership and TRIO Day were cancelled. This resulted in no money being spent from these line items. Additionally, SWASAP Board Meeting, SWASAP ELI, AASAP Board Meeting and AASAP ELI all had little to no use of funds allocated. Overall, this will result in a surplus of funds for the year.

## **2020 AASAP Regional and National Issues Committee Report**

**Lacey Gebhart**

February 10, 2020: Betsy DeVos and the Trump Administration moved to consolidate and cut TRIO by 13%. Trump Administration released the President's Fiscal Year 2021 budget request to Congress. Overall, this budget slashes funding for U.S. Department of Education programs by \$5.6 billion or 8%.

March 24-25, 2020 COE held a virtual Policy Seminar. TRIO professionals from Arkansas were able to meet with all our members of Congress to advocate for our students.

April 1, 2020 Congress passed Emergency Funding for COVID-19 Crisis, including Education. The Coronavirus Aid, Relief, and Economic Security Act (CARES Act) was signed into law on March 27, 2020. It includes \$12.56 billion to colleges, based mostly on their share of students with Pell grants.

June 30, 2020 The Senate introduced COVID-19 Proposal with \$450 million for TRIO. Senator Patty Murray (D-WA) and colleagues introduced the Coronavirus Child Care and Education Relief Act (CCCERA), a proposed COVID-19 emergency education funding bill to provide \$450 million in emergency support for federal TRIO programs to serve low-income/first-generation students, unemployed adults, and students with disabilities.

COE's Annual Policy Seminar is scheduled for March 21-24, 2021, in Washington DC. This is an amazing opportunity to advocate for TRIO students! Please consider attending and letting our Arkansas legislators know that TRIO works!

**2020 AASAP Fair Share Report**

**Michael Barnes: Chair**

Arkansas Fair Share Report:

Goal 2019-2020: \$88,412

Raised: \$95,913

108%

**COUNCIL FAIRSHARE STATE REPORT**

For: 7/1/2019 thru 6/30/2020

Date: 7/1/2020

State	Equality	Membership	Contributions	Sum	Budgeted	Difference	%
CT	\$0.00	\$23,650.00	\$1,275.00	\$24,925.00	\$33,542.00	\$8,617.00	74%
MA	\$0.00	\$63,450.00	\$8,634.65	\$72,084.65	\$81,941.00	\$9,856.35	88%
ME	\$0.00	\$44,150.00	\$8,753.65	\$52,903.65	\$39,369.00	(\$13,534.65)	134%
NH	\$0.00	\$12,650.00	\$2,824.65	\$15,474.65	\$8,579.00	(\$6,895.65)	180%
RI	\$0.00	\$7,500.00	\$759.65	\$8,259.65	\$5,762.00	(\$2,497.65)	143%
VT	\$0.00	\$21,100.00	\$2,588.10	\$23,688.10	\$19,717.00	(\$3,971.10)	120%
NEOA	\$0.00	\$172,500.00	\$24,835.70	\$197,335.70	\$188,910.00	(\$8,425.70)	104%
NJ	\$0.00	\$48,450.00	\$2,535.15	\$50,985.15	\$50,765.00	(\$220.15)	100%
NY	\$0.00	\$114,650.00	\$3,510.00	\$118,160.00	\$168,098.00	\$49,938.00	70%
AEEE	\$0.00	\$163,100.00	\$6,045.15	\$169,145.15	\$218,863.00	\$49,717.85	77%
DC	\$0.00	\$19,450.00	\$5,180.00	\$24,630.00	\$15,436.00	(\$9,194.00)	160%
DE	\$0.00	\$9,100.00	\$0.00	\$9,100.00	\$6,020.00	(\$3,080.00)	151%
MD	\$0.00	\$43,500.00	\$2,440.07	\$45,940.07	\$51,022.00	\$5,081.93	90%
PA	\$0.00	\$73,650.00	\$1,149.30	\$74,799.30	\$95,445.00	\$20,645.70	78%
VA	\$0.00	\$58,100.00	\$3,862.85	\$61,962.85	\$67,922.00	\$5,959.15	91%
WV	\$0.00	\$28,300.00	\$785.00	\$29,085.00	\$28,424.00	(\$661.00)	102%
MEAEOPP	\$0.00	\$232,100.00	\$13,417.22	\$245,517.22	\$264,269.00	\$18,751.78	93%
AL	\$0.00	\$71,000.00	\$2,019.50	\$73,019.50	\$77,854.00	\$4,834.50	94%
FL	\$0.00	\$100,520.00	\$7,025.00	\$107,545.00	\$100,065.00	(\$7,480.00)	107%
GA	\$0.00	\$78,500.00	\$9,919.00	\$88,419.00	\$67,039.00	(\$21,380.00)	132%
KY	\$0.00	\$72,700.06	\$11,359.30	\$84,059.36	\$71,383.00	(\$12,676.36)	118%
MS	\$0.00	\$40,050.00	\$1,715.00	\$41,765.00	\$45,196.00	\$3,431.00	92%
NC	\$0.00	\$116,800.00	\$4,899.30	\$121,699.30	\$127,072.00	\$5,372.70	96%
SC	\$0.00	\$100,850.00	\$6,375.50	\$107,225.50	\$90,198.00	(\$17,027.50)	119%
TN	\$0.00	\$74,550.00	\$6,129.65	\$80,679.65	\$60,117.00	(\$20,562.65)	134%
SAEOPP	\$0.00	\$654,970.06	\$49,442.25	\$704,412.31	\$638,924.00	(\$65,488.31)	110%
AR	\$0.00	\$91,700.00	\$4,213.00	\$95,913.00	\$88,412.00	(\$7,501.00)	108%
LA	\$0.00	\$74,150.00	\$7,408.50	\$81,558.50	\$58,653.00	(\$22,905.50)	139%
NM	\$0.00	\$50,700.00	\$1,376.15	\$52,076.15	\$39,756.00	(\$12,320.15)	131%
OK	\$0.00	\$93,650.00	\$3,744.33	\$97,394.33	\$83,616.00	(\$13,778.33)	116%
TX	\$0.00	\$244,305.00	\$5,708.65	\$250,013.65	\$249,432.00	(\$581.65)	100%
SWASAP	\$0.00	\$554,505.00	\$22,450.63	\$576,955.63	\$519,869.00	(\$57,086.63)	111%

## 2020 AASAP TRIO Day Report

TRIO Day was scheduled for April 25, 2020 at University of Arkansas at Little Rock. Due to travel restrictions and health and safety concerns due to COVID-19, this event was canceled.

## 2020 AASAP TRIO Achiever Report

**Committee Chair: Tenita Gragg**

In August 2020 I sent out a request for committee members to make the selection for TRIO ACHIEVER 2020

THE COMMITTEE IS:

Gragg, Tenita	University of Arkansas at Pine Bluff- Chair
Mooney, Donna	University of Arkansas at Pine Bluff
Phillips, Tammy	Arkansas State- Heber Springs
Pierce, Nancy	Southeast Arkansas College- Pine Bluff
Standoak, Dorothy	Southern Arkansas University
Williams, Shanikia	University of Arkansas at Little Rock

The TRIO Achiever Application has been released! On August 11, 2020. With the option visit the website for all the details.

ON August 29, 2020 I received an application from Becky McAlister Assistant Director Educational Talent Search National Park College, she nominated Ashley Kincannon.

On September 7, 2020 I informed Billy Ray and The AASAP President of the committee selection.

On September 9, 2020 I contacted Mrs. KinCannon and she accepted the selection as TRIO ACHIEVER 2020 and was informed of her next steps.

On September 17, 2020 Mrs. Williams AASAP Treasurer ordered the plaque for Mrs. Kincannon.

That is where we are to date.

Submitted

Tenita Shannon-Gragg

**2020 AASAP Spring Leadership Report**

Spring Leadership was scheduled for April 17, 2020 at ASU Beebe-Heber Springs. Due to travel restrictions and health and safety concerns due to COVID-19, this event was canceled.

**2020 AASAP TRIO Alumni Report**

There is no report for TRIO Alumni in 2020.





**2020 AASAP  
Executive Board**

**President**

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**President-Elect**

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**Past President**

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**Secretary**

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**Treasurer**

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Administrative Specialist,  
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**SWASAP Representatives**

Dorothy Standoak, Southern AR University  
Lacey Gebhart, UA Fayetteville

**AASAP Representatives**

Sandra Camona Jobe, UA Little Rock  
Stephanie Quick, Arkansas State University-Beebe

**2020 AASAP Program Report  
Billy Ray Huggins**

(See Past-President Report)

**2020 AASAP Technology/Website Report  
Billy Ray Huggins**

- Updated and maintained all communications/resources on the AASAP website
- Updated and published timely information via all communications outlets for the membership
- Updated Eventbrite for the fall conference registration
- Request to train new member to take over technology/website duties

## **2020 AASAP Nomination and Election Committee Report**

### **Katrina Curruth: Chair**

- In August, I approved a nomination form for use in 2020 board elections
- Sent out emails announcing the four open board positions
- In September, I received documents for SWASAP Representative 1 from Kathy Fincher with Arkansas Northeastern College Talent Search program.
- We still need nominations for President-Elect, AASAP Rep. 1 and AASAP Rep. 2.

## **2020 AASAP ELI Report**

Due to travel restrictions and health and safety concerns due to COVID-19, this program was canceled for 2020.