

## KAEOPP Committee Chairs

2015-2017

This is the current list of Chairs, Co-Chairs, and Members of KAEOPP Standing and Ad-Hoc Committees. At the business meeting each member will have the opportunity to volunteer to be a member of any committee listed here. It is the goal of the Association to have 3-5 members on each committee, and for each committee to be very active. As you look at this list, and the goals for each committee, think about which committee you would like to volunteer to serve on through the 2015-2017 term.

Committee	Chair	Co-Chair(s)	Members	Goals
Awards/Scholarships	Sharonda Steele		Lisa Sons	1. Advanced notice (120 days) prior to scholarship due date
			Chris Prichard, Holly Branscum	2. Streamline the online application process
			Kauai Thurman, TEbony Torain, Derrick Veasey	3. Follow up email announcing winners in addition to announcing at conference/meeting
			Casey Johnson, Zach Wells, Allyson Knue, Sara Osborne, Jeanna Roberts, Crystal Riddle	4. Update scholarship winners on website
Archives	Ashley Cooper		Carol Elrod	1. Create a collection at a college/university library for all KAEOPP archive materials
				2. Collect the old archive stuff from Beth Thompson then get it added to archive
				3. Publicize the collection once it is started
Communication	Imari Hazelwood		Zach Wells	1. Create and distribute a newsletter quarterly

			Allyson Knue	2. Put articles on the website to keep membership informed of goings on of the Association
				3. Assist committee chairs in sending out notifications to members on an on-going basis
				4. Have all minutes compiled and sent to Exec. Committee 14 days after each meeting

Conference	Summer Bryant		Amanda Lewis, Doris Clark-Sarr, Melissa Towe, Holly Branscum, Sharonda Steele, Tamara Stewart	1. Come in underbudget at \$13,500 or less
			Crystal Riddle, Christian Smith, Derrick Veasey, Derrick Shepard,	2. Keep detailed record of expenses to evaluate expenditures after conference
			Benji Bryant, Stephen Keene, Ouida Warren, Chris George, Annette Toms, Lisa Keeton,	3. Select a diverse (race, gender, program & regional representation) conference committee
			Casey Bailey, Ashley Cooper, Imari Hazelwood, Kristina McClure, Chaquille Johnson	4. Programming for all TRIO programs (except TRIO training) at conference
			Shana Burgess, Pat Henderson, Dr. Haynes, Sharon Williams, Chris Prichard	5. Online registration and payment

Constitution	Tom Rowland	Chris George	Jennifer Cady	1. Examine Ad Hoc Committees - revise constitution to move constant committees to permanent committees
				2. Evaluate Constitution to ensure the document meets the needs of the organization
				3. Create a policy for tie breakers in elections

Fair Share/Development	Sharonda Steele	Matthew Hyden	Tom Rowland	1. Ensure KAEOPP meets Fair Share by June 30th annually
			Chris George	2. Ensure we have twenty 10 for 10 donors
			Jennifer Cady	3. Create affordable contests to encourage member donations

State Advocacy	Sharee St. Louis Smith	Ashley Hopkins		1. Determine the full scope and direction of this committee.
				2. Keep the state up to date on state issues affecting TRIO. Report these to the KAEOPP Secretary for inclusion in the KAEOPP Newsletter.
				3. Develop information/handouts for COE Policy Seminar
				4. Coordinate any state advocacy campaigns COE launches.

Student Initiatives	Chris George (Debate)	Benji Bryant (Scholars Bowl)	Sara Osborne, Jeanna Roberts, Holly Branscum	1. Develop a competition for adult learner and college students to have participation by all types of TRIO programs at TRIO Day 2016
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	Matthew Hyden (Rules, Question Acquisition/Security)	Summer Brtant (High-Q)	Crystal Riddle, Tish Duvall	2. Reevaluate the ETS Middle School Competition. Rework to maximize participation.
		Lisa Sons (ETS Middle School)		3. Determine viability of each competition and restructure/get rid of & create new for each competition
		Rich Hunley (Adult/College Learner)	Melissa Cooper	4. Increase participation by 20% for each competition
			Ashley Hopkins	5. Continue to investigate Student Leadership Summit

Membership	Benji Bryant	Sharonda Steele	Imari Hazelwood	1. Online membership registration and payment
			Cassandra Johnson	2. Send membership notification weekly for 8 weeks prior to membership deadline
			Casey Johnson	3. Create a membership/marketing campaign explaining benefits of membership and to increase membership
			Zach Wells, Holly Branscrum	4. Increase membership by 10% over 2014-2015
			Crystal Riddle, Tish Duvall	5. Update and ensure accuracy of membership list & all TRIO directors in the state

Emerging Leaders/New Comers	Shana Burgess	Amanda Lewis		1. Recruit new ELI members by the time membership dues are due
		Erica MaMarche		2. Host ELI with NC & TN prior to KNCT-3 Conference

Finance	Dan Connell	Benji Bryant	Tammy Blackburn	1. Develop budget by May of each year
				2. Investigate best practices for online payment for a small non-profit

Inclusion		Chris George		1. Compile a list of all lifetime members
		Jennifer Cady		2. Encourage attendance of lifetime members to help mentor new members
				3. Market Fair-Share and KAEOPP initiatives to lifetime members
				4. Provide feedback about inclusion of all program types in all the Association does

Mentoring		Becca Morrison	Cassandra Johnson, Derrick Veasey	1. Identify new members and ensure they have a mentor after attending first meeting
		Jeanna Roberts	Melissa Cooper	2. Explain/answer questions about the organization and encourage new members to become a part of ELI
			Evan O'Neal	3. Identify a list of mentors and publish this on the website

Nominating	Tom Rowland	Chris George		1. Prepare notification and list qualifications/applications for office 120 days prior to final day to cast a vote
				2. Notify membership of the slate 60 days to final day to cast a vote

				3. Notify membership on the day the election begins and periodically throughout the voting period
				4. Field 2 people for each office, by encouraging qualified members to seek office

TRIO Alumni Society		Holly Branscum	Tish Duvall	1. Create content for and maintain a website and Facebook page for KY TRIO Alumni Society
		Chris Prichard	Eric LaMarche	2. Recruit KY TRIO Alumni to join the Alumni Society

**Ad Hoc**

Ky3C	Dan Connell			1. Represent TRIO in the partnership with Ky3C
				2. Keep KAEOPP up to date of developments with Ky3C

Program Task Forces	Tamara Stewart	elected chairs of each program		1. Setup quarterly meetings of all types of TRIO programs in the state
				2. Facilitate the first meeting of each group, and elect a chair person for future organization
				3. Keep in contact with chair persons to ensure programs are continuing to meet

Technology (Website)	Wes Lowe			provide updates to the website
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				be available at the conference to help the facilities person with tech problems they might have
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Technology (List-Serv)	Chris George			1. Find new list-serv solution for the Association
				2. Maintain curent list-serv until we switch providers
				3. Add and remove people from list as requested

	TRIO Day Chair	Current Location	Conf Member at Large	
TRIO Day	Mary Thorpe	U of L	Summer Bryant	1. Host TRIO Day at the host institution
	Tish Duvall			

Strategic Planning	[Hatched Box]	Tamara Stewart		1. Develop a strategic plan that is updated every two years (more frequent than current strategy)
		Dan Connell		2. Evaluate SP quarterly and report at business meetings on its progress