



Kentucky Association of Educational Opportunity Program Personnel

Crown Plaza Executive Park
Charlotte, North Carolina
November 7, 2017
State Business Meeting
1:45 p.m.– 3:45 p.m.

I. Call to Order

President Matt Hyden called the meeting to order at 2:03 p.m.

II. Roll Call

Treasurer Benji Bryant conducted the roll call, and a quorum was met. The paid members in attendance were:

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| 1. Adam Atkins | 16. Sheila Gordon | 32. Heather Quinn |
| 2. Anita Atkins | 17. Imari Hazelwood | 33. Tammy Reifel |
| 3. Jennifer Brackett | 18. Tessa Henry | 34. Crystal Riddle |
| 4. <i>Benji Bryant (Treasurer)</i> | 19. Annette Hines | 35. <i>Tom Rowland, Past-President</i> |
| 5. Ginger Carol | 20. Deborah Hodge | 36. Cassandra Sexton |
| 6. Michele Carter | 21. <i>Matt Hyden (President)</i> | 37. Rhonda Sloan |
| 7. Kita Carter | 22. <i>Stephen Keene (Vice President)</i> | 38. Marissa Smith |
| 8. Sherrie Chapman | 23. Amanda Lewis | 39. Frederick Smith |
| 9. Dan Connell | 24. Stephanie Likins | 40. Lisa Sons |
| 10. Ashley Cooper | 25. Kumba Mbayo | 41. Sharee St. Louis-Smith |
| 11. Linda Cooper | 26. Lonnie Morris | 42. T-Ebony Torrain |
| 12. Amanda Creech | 27. Anessia Nutter | 43. Brandon Turnley |
| 13. Mathew Donovan | 28. Sara Osborne | 44. Sharon Williams |
| 14. Dikiea Elery | 29. Audrey Palmer | 45. Tewayne Willis |
| 15. <i>Chris George, Conference Member at-Large</i> | 30. Charlene Potter | 46. Lori Wright |
| | 31. <i>Chris Prichard, (Service Member-at-Large)</i> | |

III. Agenda

The meeting agenda was presented by Vice President Stephen Keene. He requested to delete "Approval of Minutes" since it should have been listed under item IV, not item III. Vice President Keene requested a motion to approve the agenda with the corrections. Anita Atkins made the motion. Cassandra Sexton seconded the motion. The motion was approved without discussion. All approved. None opposed. No abstentions. Motion carried.

IV. Minutes

President Hyden presented the KAEOPP Business Meeting minutes from April 20th 2017, at Boone Tavern in Berea, Kentucky. Business minutes were emailed to everyone prior to the meeting. He asked that small, nonsubstantive errors that do not impact the content of the minutes be sent to Tamara Stewart because those do not need approval. Lisa Sons made a motion to accept the minutes. Crystal Riddle seconded the motion. The motion was approved without discussion. All approved. None opposed. No abstentions. Motion carried.

V. President's Report

President Hyden provided his report that included:

- He attended the SAEOPP May Board Meeting, May 7th-10th, 2017 in Myrtle Beach, SC.
- He worked with Holly Branscum and Jenny Ceesay from Berea College to secure a location for the 2018 TRIO Day that will be hosted at Berea College on February 23rd - 24th, 2018.
- In late-May he received word about funding or refunded status for KY UB Classic grants. Kentucky received four new grants. Five institutions have two UB grants. He notified KAEOPPians about funding status once he heard officially from Congress. Successful grantees are:
 - ASAP Inc.
 - Berea College
 - Bluegrass CTC
 - Eastern Kentucky University
 - Hopkinsville CTC
 - Kentucky State University
 - Morehead State University x 2
 - Murray State University x 2
 - Northern Kentucky University
 - Somerset CTC x 2
 - University of Louisville x 2
 - University of Pikeville x 2
- In late-August he received word about the funding status for KY UBMS grants. Kentucky received five grants with two institutions receiving two grants. He notified KAEOPPians about the funding status once he heard officially from Congress. Successful grantees are:
 - Berea College x 2
 - Hazard CTC
 - Morehead State University x 2
 - Murray State University x 2
 - Southeast Kentucky CTC
- In mid-September, he received word about the funding status for KY McNair grants. He notified KAEOPPians about funding status once he heard officially from Congress. Successful grantees are:
 - Eastern Kentucky University
 - Murray State University
- KY received one VUB award in this competition at Western Kentucky University.
- He was notified that of the newly awarded EOC grants from the 2015-2016 competition, some were being defunded because they had not served 85% of their funded number. Past-President Rowland and Chris George worked with these grants to ensure they contacted COE to appeal this decision. Ultimately one program was granted an appeal, the following were defunded:
 - Berea College
 - Bluegrass CTC
 - Murray State University
- He participated in various activities to prepare for the SAEOPP Scholarship Competition. This is now open at www.saeopp.org/scholarships and is due November 17th.

- He participated in the SAEOPP September Board Meeting and Conference Report via webinar September 26th- 27th, 2017. The 2018 SAEOPP conference registration in Savannah, Georgia is currently open. Early Bird Registration closes on December 22nd.
- He participated in COE's Executive Leadership Institute hosted at Princeton University on September 28th - October 1st.
- Our Fair Share goal for 2017-2018 is \$ 72,094. We are currently at 36% of our goal. A huge thanks to the individuals who have given and to the people who have worked hard to obtain their institution's support. We rely heavily on institutional membership to reach our goal.

There were no additional questions for President Hyden.

VI. Treasurer's Report

Treasurer Bryant provided the budget report as of October 27, 2017. The budget has changed slightly due to on-site registrations and on-site memberships.

Since the last meeting, the Dr. Rich Hunley Scholarship has its own savings account now and is no longer part of KAEOPP's checking account. All other KAEOPP scholarships will be moved to this account. A very small amount of interest will accumulate on this account.

The KAEOPP CD's have matured for another year.

The budget reflects the most accurate amount for this year which includes the carry forward/revenue from the 2015-2016 budget and the projections for this KNCT-3 conference and the 2018 KAEOPP Spring Meeting. This practice is what most other SAEOPP associations and SAEOPP implement, and it is typical for a non-profit association. Due to lower than expected registrations for the KNCT-3 this year (56 participants and it's typically over 80), the association will be relying on some of the carry forward to assist for the lower than expected registrations. Planning for the lower than anticipated revenue is why the CD's were purchased. We are o.k. financially, but we are lower than projected.

Total Actual Income: \$15,850.22

Total Budget: \$26,027.00

Variance: \$(10,176.78)

We are almost to the membership goal of 100 KAEOPP members! To date, we have 98 members. Two others have registered online, and we are awaiting their payment.

Attendance is encouraged for the KAEOPP Spring Meeting to assist with the lower than expected budget income.

A member requested that a link to the Dr. Rich Hunley Scholarship Fund be sent again for those who would like to donate more than once or for the first time. The fund has enough to give an annual scholarship for the next five years, and the intention is to raise more funds in the future.

Annette Hines made a motion to approve the Treasurer's Report. Sharee. St. Louis-Smith seconded the motion. No discussion. All approved. None opposed. No abstentions. Motion carried.

VII. Old Business

No old business was discussed.

VIII. New Business

A. 2018 SAEOPP Conference

Vice President Keene stated the SAEOPP Conference will be held February 4th - 7th, 2018 in Savannah, Georgia. He is in charge of the hospitality committee. If anyone is interested in serving on this committee or any other conference committee, please let him know, and he will direct you to the appropriate person. Also, he is asking members for ideas for networking activities. You can reach him at skeene@murraystate.edu which can also be found on the website with the other board members contact information at www.kaeopp.org

B. KAEOPP Committee Reports:

All members are asked to become involved in one of the following committees. Each committee creates active involvement in KAEOPP and a professional development opportunity in leadership. Please contact Matthew Hyden to determine which committee(s) interest you.

I. Archives - Ashley Cooper

She is collecting anything related to KAEOPP that is memorable. She is asking that items be submitted electronically.

II. Awards/Scholarships - Chris Prichard

Chris stated that the Executive Board voted to change the policy and procedure for awarding scholarships. The Board voted to adopt a format similar to SAEOPP. Two KAEOPP scholarships are for pre-college awards for UB, UBMS, ETS, and two will be adult learnings awards for SSS, ETS, EOC, VUB, and McNair. KAEOPP will also continue to provide the Susan Adams Leadership Award and the Rich Hunley Scholarship. All scholarships are \$350 except the Rich Hunley Scholarship which is \$500.

Applications will be made available online by January 1 and are due June 5.

If members have ideas about how to make the scholarship process more mainstreamed, please contact Chris.

This committee, in particular, needs more committee members.

III. Constitution - Tom Rowland/Chris George

Nothing to report except to remind every one of the change made at the Spring meeting regarding how the membership will handle a tie when voting for board members.

IV. Communication - Matthew Hyden

Tamara Stewart will begin a monthly KAEOPP newsletter beginning in November. If members have any success stories, effective strategies, or announcements they would like to share, please contact Matt or Tamara to submit information.

V. Conference - Chris George

This is the 5th KNCT-3 Conference, and 56 Kentucky members are participating.

The 2018 KNCT-3 Conference will be held at the Galt House in Louisville, Kentucky The committee needs members so please contact Chris George or Matt Hyden to be part of this

initiative.

If members have any suggestions for how to make the conference more conducive to learning and to have interesting activities, please let Chris know your ideas.

VI. Fair Share/Development - Tom Rowland/Matt Rowland

Fair share is critical to the existence of TRIO. The Council for Opportunity in Education (COE) is our direct advocates to Congress regarding our funding. COE cannot function without each member and institution supporting their advocacy efforts.

There are several ways to give:

- \$10 for 10 = You commit to \$10 a month or more for 10 months. If we get at least 10 commitments, KAEOPP receives one free registration to the March 2018 Policy Seminar. Kentucky typically has 17-20 members who visit every Congressperson. This is a taxable deduction.
- By going online at the KAEOPP website.

VII. Finance - Dan Connell/Benji Bryant

He reviewed the budget with Benji and had nothing else to report.

VIII. Membership - Benji Bryant/Chris Prichard

If you are not a member, please see Benji to register or online at www.KAEOPP.org. You must be a member to submit a scholarship application and to receive discounts to professional development activities.

i. Emerging Leaders - Chris Prichard

Four KAOPPIans completed the Emerging Leaders Institute. He proudly recognized the following for successfully completing the training: Anessia Nutter, Audrey Palmer, Cassandra Sexton, and Fred Smith.

ii. Inclusion - Chris George

The main role of inclusion is to assist new programs with becoming familiar with all things TRIO and to become involved with KAEOPP. Please contact Chris George if you are a new employee or work at a new program so he can connect you with veteran TRIO members.

A new role of the committee is to help a program that is having problems at a state or national level.

Chris is requesting a co-chair of this committee.

III. Mentoring - Becca Morrison/ Jenna Roberts

No report at this time.

IX. Nominating - Tom Rowland

We are not in a nominating year. KAEOPP will have nominations in 2019, but he is asking people to start thinking about running for office now. Matt Hyden will be finishing his second term and cannot run a third based on the constitution. Chris George will also be stepping down from the board so others can have the opportunity to serve. Please contact Tom to obtain a comprehensive understanding of each role and what is expected of each. KAEOPP needs new leadership, and we need members to commit to the next level of participation. The same individuals should not be "recycled" in different offices but other

members should have the opportunity and commitment to grow professionally.

X. Student Initiatives - Chris George/Matt Hyden

This is one of the largest commitments for KAEOPP. TRIO Day will be on February 23rd – 24th, 2018 at Berea College. Registration information and logistics will be disseminated soon. High - Q, Talent Search Middle School, and Scholars Bowl may focus on ACT prep questions.

i. Adult/College Student Comp. - Tom Rowland

This is the 3rd year of this poster competition for SSS, EOC, and VUB. Our goal is at least 12 entries. More information to come.

ii. Debate - Chris George

This event is for SSS and McNair students that consists of a parliament debate of two members. Help will be available to understand the policy and procedure of this event.

iii. High-Q - Crystal Riddle

There is good participation for high school High-Q. Please participate because this is a great academic learning opportunity for ETS students.

iv. Talent Search Middle School - Crystal Riddle

There is a huge need for middle school teams of 6 – 13 members.

v. Scholars Bowl - Benji Bryant

This recall competition for UB/UBMS consists of four members. If you only have two students interested, you can collaborate with another program. An All-Stars team is developed to compete in the regional competition.

KAEOPP has the desire to assist with winning teams expenses to the regional competition but funds are not available. Programs can earmark the projected amount of funds needed to participate within their budget. Also, asking institutions to pay for the expenses is another strategy for getting winner teams to regionals. Committee chairs can help strategize with programs interested in attending. All-Star Teams for other competitions would be available if everyone agrees and additional rules would need to be developed.

XI. TRIO Alumni Society - Chris Prichard

Alumni can go to the KAEOPP website to register. The vast majority are from Morehead State University. We need other programs to submit their alumni so we can reach out to them. If members have ideas on how to reach members across the state or to be on the committee, please contact Chris Prichard or Holly Branscum

XII. Ad Hoc

i. KY College & Career Coalitions(Ky3C) - Dan Connell

This group works with all college and career counselors across the state. A director was hired and housed at the Kentucky Council of Postsecondary Education department in Frankfort. They are working on a one-day conference in the spring.

ii. Program Task Forces - Tamara Stewart

Task Forces for each TRIO program are active. Current contact people are:

- Upward Bound (Stephanie Likins)
- ETS (Lisa Sons)
- EOC (Tammy Castle)
- SSS (Michelle Carter)

iii. Technology (Website) - Matthew Donovan

He is taking over the website.

iv. Technology (Listserv) - Matthew Hyden

Go to KAEOPP's website to be added or contact Matthew Hyden. This is a great place to post positions.

v. TRIO Day 2018 - Matthew Hyden

February 23-24 at Berea College

IX. Announcements

A. Introduction of New Members/Personnel Changes

- Morehead State EOC: Heather Quinn, Pikeville Area, and Matt Donovan, Ashland area
- Murray State UB: Tammy Reifle
- Kentucky State UB: Audrey Palmer
- Morehead State ETS: Adams Atkins and Tessa Henry
- Gateway CTC SSS: Anita Atkins
- BCTC UB: Kita Carter and Kumba Mbayo
- BCTC ETS: Fred Smith and Anessai Nutter
- Southeast CTC SSS: Deborah Hodge

B. Upcoming Events

I. SAEOPP All Programs Best Practices Forum: November 11-13th, 2017, Orlando, FL

II. SAEOPP Conference: February 4th-7th, Savannah, GA

III. KY TRIO Day 2018: February 23rd-24th, Berea College

IV. COE Policy Seminar: March 11th- 14th, Washington D.C.

V. SAEOPP Technology Expo: April 11th- 14th, Las Vegas, NV

VI. SAEOPP Student Initiatives: Dates to be determined for April, Atlanta, GA

VII. KAEOPP Spring Meeting: Dates and locations for April will be determined.

VIII. TRIO Training: <https://www2.ed.gov/programs/triotrain/opportunities.pdf>

X. Adjournment

Dan Connell made a motion to adjourn at 3:25 p.m. Cassandra Sexton seconded the motion. All approved. None opposed. No abstentions. Motion carried.