

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.

| <u>Committee</u> | <u>Chair</u> | <u>Co-Chair(s)</u> | <u>Members</u> | <u>Goals</u> |
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| Awards/Scholarships | Sharonda Steele | | Lisa Sons | 1. Advanced notice (120 days) prior to scholarship due date |
| | | | Chris Prichard | 2. Streamline the online application process |
| | | | Lauai Thurman | 3. Follow up email announcing winners in addition to announcing at conference/meeting |
| | | | | 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 | | | 1. Create and distribute a newsletter quarterly |

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| | | | | 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 |

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| 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 | 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 |

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| 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 |

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| 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 |

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| State Advocacy | Sharee St. Louis Smith | | | 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. |

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| Student Initiatives | Chris George (Debate) | Benji Bryant (Scholars Bowl) | | 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 Brant (High-Q) | | 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) | | 4. Increase participation by 20% for each competition |
| | | | | 5. Continue to investigate Student Leadership Summit |

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

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

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| 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 |

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| 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 |

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| Mentoring | | Becca Morrison | | 1. Identify new members and ensure they have a mentor after attending first meeting |
| | | Jeanna Roberts | | 2. Explain/answer questions about the organization and encourage new members to become a part of ELI |
| | | | | 3. Identify a list of mentors and publish this on the website |

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| Nominating | Tom Rowland | Chris George | | 1. Prepare notification and list qualifications/applications for office 120 days prior to final day to cast a vote |
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| | | | | 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 |

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

Ad Hoc

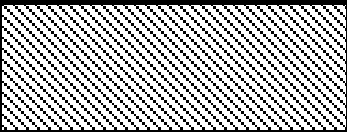
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| Ky3C | Dan Connell | | | 1. Represent TRIO in the partnership with Ky3C |
| | | | | 2. Keep KAEOPP up to date of developments with Ky3C |

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| 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 |

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| Technology (Website) | Wes Lowe | | | provide updates to the website |
| | | | | 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 | |
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| TRIO Day | Mary Thorpe | U of L | Summer Bryant | 1. Host TRIO Day at the host institution |
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| Strategic Planning |  | 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 |