



Colorado ● Montana ● North Dakota ● South Dakota ● Utah ● Wyoming

ASPIRE Board Meeting

January 27, 2017

Salt Lake City, Utah

Submitted by Acacia Fike-Nelson

OFFICIAL MINUTES – APPROVED May 1, 2017

1 IN ATTENDANCE

2 OFFICERS

3 Kyle Ethelbah, President

4 Darlene Samson, President-Elect

5 Joseph Aguirre, Past-President

6 Acacia Fike-Nelson, Secretary

7 John Shafer, Treasurer

STATE PRESIDENTS

Lucia Delgado, Colorado State President

Theresa Rader, Montana State President

Dennis Stangl, North Dakota State President

Peggy Madrid, South Dakota State President

Rebecca Tierney, Utah State President

Paul Hesco, Wyoming State President

9
10 **CALL TO ORDER**

11 Meeting was called to order by Kyle Ethelbah at 9:06am.

12
13 **PARLIAMENTARIAN**

14 Paul Hesco was appointed Parliamentarian.

15
16 **ROLL CALL**

17 Roll call was made and all were present. A quorum was established.

18
19 **APPROVE AGENDA**

20 Kyle Ethelbah presented the agenda. Rebecca Tierney made a motion to approve the agenda with
21 corrections. Darlene Samson seconded, and the agenda was approved unanimously.

22
23 **APPROVE OCTOBER 2016 BOARD MEETING MINUTES**

24 Minutes from the September 30 and October 5 ASPIRE Board meetings in Jackson Hole, Wyoming were
25 distributed and reviewed by the Board. Theresa Rader motioned to approve the minutes. Lucia Delgado
26 second the motion and the minutes were approved unanimously.

27
28 **PRESENTATION AND APPROVAL OF 16-17 BUDGET**

29 The Board reevaluated the budget that was approved on the October 5, 2016 Board Meeting due to the
30 Treasurer, John Shafer, being absent and having questions for the Board. John Shafer presented the budget to
31 the Board and discussion ensued on the different line items.

32

33 Line Items on the budget discussed under income were personal membership and project memberships.
34 Discussion ensued on the three-year averages for these line items. Three-year average of personal
35 membership is \$12,986 and the three-year project membership is \$9300.
36

37 Discussion ensued about general expenses and the cost of travel. One item of discussion of COE board
38 travel. of the COE board meetings is in Washington D.C., which is expensive. We will not be paying for an
39 audit this year, 2017. This will be an expense in 2018, removed the \$2,000 from the audit line item. The
40 second item discussed was the \$10,000 for membership/legs and regs, which was budgeted in to provided
41 professional development for the general membership as a pre-conference.
42

43 *Kyle Ethelbah tabled the budget discussion and moved to the next agenda item.*
44

45 **GUESTS**

46 a. **SALT – conference call with Caroline and Joanne**

47 Caroline and Joanne from American Student Assistance provided an overview of the SALT
48 website: saltmoney.org/coeaspire. COE has partnered with SALT for a 2 year pilot program that
49 allows TRIO programs in the ASPIRE region free access to the resources and courses on their
50 website. SALT provides financial literacy, job-searching tools, financial aid, and scholarship
51 searches to students. There are currently 12 courses students can take online on a different subjects
52 such as educational planning, budgeting, paying for college, etc. These courses are interactive
53 online and includes an exam and certification once the student passes the exam with a 75% or
54 higher. There is also an instructor’s manual that would enable programs to implement the courses
55 in a classroom setting. The site will have some changes that will occur in the next couple of
56 months and the main change will come in the customization to the individual’s needs and self-
57 selected goals. Caroline will send Kyle Ethelbah the instructor’s manual and data on the usage of
58 the site.
59

60 After the conference call ended, discussion ensued with clarification about the 2-year partnership
61 and what happens if the partnership is not renewed at the end of the pilot. If the partnership were to
62 end, anyone who has created an account with SALT will still have access to his or her accounts.
63 People will still be able to create new accounts on the public facing site, but they will not have
64 access to the courses. Clarification was given that the public facing site is free. Discussion ensued
65 with the Board talking about what their programs do for financial literacy. Several Board members
66 discussed using SALT for financial literacy. Other financial literacy options mentioned were
67 College In Colorado’s Road to Success, TG Financial Literacy, and Financial Literacy 101
68

69 **Action Items**

70 Dennis Stangl will put the link, saltmoney.org/coeaspire on the ASPIRE website, along with the
71 link to the Comcast Internet Essentials website.
72

73 Kyle Ethelbah will follow-up with Caroline on how to implement the resources, including
74 receiving the instructor’s manual.
75

76 **REPORTS**

77 a. **Government Relations**

78 Ally Garcia web conferenced in with an update from the Government Relations committee,
79 starting with a COE update. TRIO Caucus is January 31 in Washington DC is being hosted by
80 Senator Tester of Montana. Discussion ensued about knowing which representatives have
81 committed to going to avoid calling a representative who has already committed to attending. Ally
82 Garcia will email a list of representatives who have stated they are going or not going.
83

84 The nominee for Secretary of Education, Betsy DeVos, appeared before the Senate Health,
85 Education, Labor and Pensions (HELP) Committee for nomination proceedings. Betsy DeVos
86 views TRIO programs positively and stated that they could be used as a model for other college-
87 going and college-completion programs. Discussion ensued about the importance of TRIO
88 programs and how money should be put into TRIO and not necessarily spent to create new
89 programs that look just like TRIO programs.
90

91 Please do not hesitate to contact Kimberly Jones (kimberly.jones@coenet.us) or Selene Ceja
92 (selene.ceja@coenet.us) via e-mail or phone (202.347.7430) with any questions or concerns.
93

94 Ally Garcia discussed the FactBook and the importance of having it completed by the Policy
95 Seminar. She offered to send out a copy if anyone wants a template, just contact her. There is
96 currently no representation from Utah or Montana on the government relations committee. Each
97 state proceeded to give an update on the status of their Fact Book.

- 98 i. Peggy Madrid stated South Dakota is on track.
- 99 ii. Paul Hesco shared that Wyoming is working on their Fact Book and a Fact Card that will
100 either be 3x5 or 4x6 card with quick facts about TRIO programs and a map of TRIO
101 programs in their state. He will share the Fact Card with the Board once it is further along.
- 102 iii. Lucia Delgado discussed that Colorado is also doing a quick video to share in conjunction
103 with the Fact Book.
- 104 iv. Rebecca Teirney stated Utah is also doing a video.
- 105 v. Dennis Stangl recommended thumb drives for the videos.
- 106 vi. Peggy Madrid discussed how they share student videos twice a year, once during Policy
107 and then in May to state and federal level representatives.
108

109 Ally Garcia proceeded to talk more about Policy and mentioned a Policy Preparation YouTube
110 channel and an email: ASPIRETRIOPolicy@gmail.com to help in preparing for Policy. February
111 17 is the next committee meeting. Discussion ensued about a pep rally at Policy. Lucia Delgado
112 recommended doing something other than breakfast the day off because it is a stressful morning
113 preparing for the day. Dinner the night before was decided on as a great option. It was mentioned
114 the need for better promoting of the event so everyone who is attending is aware of the pep rally.
115 In previous years, it was more spur of the moment. Clarification was made that ASPIRE does not
116 pay for this, but will organize the pep rally. If you need any help, please contact Ally Garcia.
117

118 **Action Items**

119 Paul Hesco will send out Wyoming's Fact Card once they are further along.

120 Ally Garcia will send out an invite for the pep rally to the ASPIRE region for Tuesday night before
121 going to the Hill.

122 Joseph Aguirre will make reservations.

123
124 b. Awards

125 Jami Bayles called in to give an update on the Awards Committee. Currently for the 2016-2017
126 year, there are sixty-one 5-year awards, seventeen 10-year awards, eleven 15-year awards, five 20-
127 year awards, one 25-year award, one 30-year award, and two 40-year awards. If you know
128 someone in your state who is or who has retired, please let Jami know. She will be sending out
129 emails for the Rising Star award in the next couple of weeks.

130
131 **Action Item**

132 State Presidents need to send Jami Bayles names of those who are retiring or have retired from
133 your State.

134
135 c. Development

136 Jami Bayles proceeded to give an update from the Development Committee. She shared each
137 state's project membership details and COE Fair Share "10 for 10" campaign.

138 Below is the percentage of projects in each state that has paid their project memberships for 2016-
139 2017:

- 140 a. Colorado = 31%
- 141 b. Montana = 64%
- 142 c. North Dakota = 47%
- 143 d. South Dakota = 10%
- 144 e. Utah = 63%
- 145 f. Wyoming = 54%

146
147 Lucia Delgado mentioned that Colorado dropped their Fair Share goal from \$1500 to \$1300. She
148 also asked for when the project membership list was last updated. Jami Bayles shared the process
149 that when someone pays online she receives an email of the receipt and she updates the
150 spreadsheet immediately. The spreadsheet shared with the Board was current as of Thursday
151 evening.

152
153 *The committee took a 5-minute break at 11:10am.*

154
155 d. Alumni

156 Morgen Tau Patrick called in to give an update on the Alumni Committee. At this time, there is not
157 much direction from COE on the national level. COE is still working on identifying an alumni
158 database system. Morgen Tau Patrick as created a survey to figure out what content alumni would
159 want to see. Social media links have been created, however deciding what contents needs to be
160 included to engage and interest alumni is still unknown. Morgen Tau Patrick created a TRIO
161 alumni form, which was shared with the Board. Discussion ensued about a database for ASPIRE
162 and during the conversation Dennis Stangl created a database on the ASPIRE website. Joseph
163 Aguirre proposed a question about adding a consent and permission to the registration form. Kyle
164 Ethelbah agreed we should make sure the registration form includes consent and permission. Kyle
165 Ethelbah recommended that Morgen Tau Patrick reach out to Fernando Cardenas at COE and hold
166 off on sending the survey out for now because COE maybe working on something or already have
167 something created.

169 **Action Item**

170 Morgen Tau Patrick will add Instagram to the alumni social media and a release of information
171 waiver signature to the alumni form.

172 Kyle Ethelbah will send out the updated form to each State President after it has been updated.
173

174 m. Social Justice

175 Brandi Scott web conferenced into the meeting to give an update from the Social Justice
176 Committee. She overviewed that 6 boxes were donated to a local shelter at the regional conference
177 in Wyoming. The committee members plan to submit proposals for presenting each state
178 conference this spring. Discussion ensued about the Utah regional conference. Rebecca Tierney
179 will look at Salt Lake City area opportunities; one possibility is to focus on the homeless
180 population or perhaps youth in the area. Peggy Madrid mentioned a school backpack program.
181 Brandi Scott and Rebecca Tierney will be in contact about organizations.
182

183 Each month the Social Justice committee will email the ASPIRE membership on tips. In
184 December, the committee emailed about the affordable health care options for students and
185 families in the region. In February, there will be a Native American email tip that will be sent out.
186 Mention of surveying the region again, “temperature check” of the needs and changes of the region
187 during the state conferences and will report out at regional and state conferences. The committee is
188 also planning to present at the regional conference this year.
189

190 **Action Item**

191 Brandi Scott will contact Rebecca Tierney about organization for the regional conference in
192 October. She will talk with committee members to do a “temperature check” of the region at each
193 state conference.
194

195 **Moved Back to Budget**

196 Discussion continued with talking about the budget. John Shafer continued going through the budget to
197 discuss line items he was unsure of. Under general expenses, Insurance and Bond is in case of being sued.
198 We returned to the line of \$10,000 for membership, which is for training. The name was changed to
199 Membership Professional Development. Discussion ensued about who takes on the pre-conference planning
200 of professional development. Lucia Delgado suggested the proceeding state who hosts the next regional
201 conference. Theresa Rader liked the suggestion. Discussion about why COE Board Travel was so expensive
202 last year in comparison to previous years. Discussion ensued about why the costs were so expensive and it is
203 largely due to the location of the meetings in Washington DC. In previous years, some cost for the travel to
204 COE board meetings had been picked up by the president’s program grant, but the past three presidents have
205 worked for SSS programs, which have budget limitations for funding travel. This topic is addressed in the
206 ASPIRE Operating Guidelines on COE board travel.
207

208 Discussion ensued about the amount for State Initiatives, Spraggins Grant. Theresa Rader made a motion to
209 increase the amount for Sate Initiatives from \$2,500 to \$4,000. Peggy Madrid seconded the motion and all
210 were in favor.
211

212 **Action Item**

213 Apply for Spraggins Grants as soon as possible.
214

215 John Shafer noted that the budget was currently at a projected \$17,232.46 deficient. Discussion ensued
216 about where to cut costs. Discussion ensued about COE travel. All three presidents have to attend Regional.
217 They have tried to cut costs, for example by sharing rooms when appropriate. Unfortunately, when the
218 meetings are in Washington D.C. the costs are higher. Discussion ensued about other opportunities for ways
219 to cut costs, such as regional board meetings or offering regional professional development not every year,
220 but every other year or two. Discussion ensued about Emerging Leaders Institute (ELI). Lucia Delgado
221 discussed the possibility of moving the ELI to an online module platform.
222

223 Rebecca Tierney motioned to remove the \$10,000 from the membership professional development line 39
224 and to put \$5,000 in ELI, line 51, for online modules. Lucia Delgado second the motion. Theresa discussed
225 about whether or not we need to specifically state what the \$5,000 will be used for on the budget. The
226 agreement was yes. All were in favor and the motion passed.
227

228 Discussion ensued about the Government Relations Committee expenses of \$18,000, it was not taken into
229 account that Joseph Aguirre will not be at Policy. The recommendation is that we can decrease the amount
230 to \$15,000. Joseph Aguirre motioned to decrease the Government Relations Committee expenses from
231 \$18,000 to \$15,000. John Shafer second the motion and all were in favor.
232

233 Kyle Ethelbah asked for a motion to approve the budget. Paul Hesco motioned to approve the budget.
234 Rebecca Tierney second the motion and all were in favor of approving the budget.
235

236 *Kyle Ethelbah requested a motion to recess for lunch. Darlene Samson motioned to recess for lunch and*
237 *Paul Hesco second the motion and all were in favor. The Board recessed for lunch at 12:15pm. The Board*
238 *reconvened at 1:31pm.*
239

240 COMMITTEE REPORTS

241 e. President's Report

242 Kyle Ethelbah presented an update from COE president Maureen Hoyler. We still do not know the
243 landscape of this new administration. TRIO/COE still asking for a \$60 million increase in funding
244 for TRIO programs.
245

246 Kyle Ethelbah went through the strategic goals.

247 Goal I: Provide high quality services to member institutions and agencies.

248 Objective I – Tying professional development into conferences.

249 Objective II – Paul Spraggins Grants there has been an increase in applicants. It opens in
250 September and is first come first serve. COE did fund South Dakota and Montana from last
251 year because they were missed.
252

253 Goal II: Position ASPIRE as a leader in the field of Professional Development in the areas of
254 college assess and success. Started working on partnerships with National Indian Education
255 Association (NIEA), National Association of Student Personnel Administrators (NASPA) and
256 Wyoming Association of Student Financial Aid Administrators.
257

258 Goal III: Strengthen ASPIRE economic and organizational sustainability. Have not done a lot
259 yet at this point on this goal.

260 Objective I: Corporate development typically has been sought for just conference.

261 Discussion ensued about conferences and corporate development.

262 Objective II: Ensure finances are sufficiently robust to sustain and build ASPIRE. We need
263 to look at other ways to bring in income. Darlene Samson mentioned how some states are
264 cheaper to have the regional conferences, so we tend to catch up.

265 Objective III: Provide membership with literature and information about the standing and
266 direction of ASPIRE. Help create a culture of clarity as to the benefits of the membership at
267 both the institutional and personal level. What Kyle Ethelbah will be doing immediately
268 after board meetings is sharing with the membership updates from the Board meetings and
269 committees. Rebecca Tierney recommended that we post agendas on the website. Kyle
270 Ethelbah stated the we can post agendas to the website.

271
272 Goal IV: Strengthen the TRIO Alumni network. We have not done a lot yet, but hopefully after
273 today's discussion we will be able to start moving forward.

274
275 Goal V: Expand the availability and enhance the quality of college access and support services
276 through rigorous advocacy. Ally Garcia is doing an excellent job.

277
278 Kyle Ethelbah shared information from the Department of Education, discussing the grant
279 applications and APRs, and Department of Labor, discussing the overtime rule. Information was
280 shared on COE's leadership opportunities:

- 281 a. National College Opportunities Program Leadership Summit, which is offered before
282 Policy on March 19. It is at or near capacity, so if interested please make arrangements
283 soon.
- 284 b. State Leader's Caucus, which is September 28 – October 1 in New Jersey. Each state will
285 be asked to recommend 1 person from each state to attend the training. The cost will most
286 likely be off setted by Princeton University or at a reduced cost. Nothing has been finalized
287 yet.

288
289 f. Technology

290 Dennis Stangl gave an update for the Technology Committee. We recently approved to move to a
291 new membership platform and it is up and running. Members will no longer receive a letter or a
292 membership in the mail for membership. Instead, they will receive an email with a membership
293 card that they can choose to print out.

294
295 Dennis Stangl also discussed Send Grid, which sends email campaigns out to the membership.
296 They general do not go into SPAM folders in comparison to listserv. It is currently free because we
297 are under 2,000 contacts and under 12,000 emails a month. If you want to setup an email
298 marketing campaign for your state, contact Dennis Stangl.

299
300 g. Conference Committee

301 Rebecca Tierney gave an update on the regional conference in Utah, including an overview of the
302 conference budget. She used previous conference budgets when creating the Utah regional
303 conference budget. The total conference expenses is projected as \$54,000 and the Net Income is
304 projected to be \$43,000. Discussion ensued about the Fundraising line item, which last year, at

305 Jackson, Wyoming, included the Fun Run t-shirts, bags, and talent show awards. A tentative menu
306 was projected for the Board and it included offering more breakfast due to the limited breakfast
307 options in the area.

308
309 A logo was projected for the committee and it was created by an Upward Bound student.
310 Discussion ensued about changes to the logo. Recommendation was made to move the ASPIRE
311 logo to the center of the design. Darlene Samson asked for clarification on the reasoning for the
312 theme, *Audacity of Change*. Rebecca Tierney stated it meant the work we do in the field and
313 communities, and for professionals, the changing times.

314
315 Kyle Ethelbah asked for a motion to approve the logo with adjustments. John Shafer motioned to
316 approve the logo with adjustments. Paul Hesco seconded the motion and all were in favor of the
317 conference logo with adjustments.

318
319 h. Archive

320 Paul Hesco gave a brief overview from the Archive Committee, which included a quick slideshow
321 with pictures of the storage facility and the boxes. The oldest file is from 1999. Discussion ensued
322 about how long we retain files. The archives also includes photo albums. Two options were
323 brought up on what to do with the photo albums: bring them to the conference and/or digitalize
324 them. John Shafer mentioned that with financials anything older than 7 years could go. The
325 Bylaws mentions 3 years of records, while the Operational Guidelines does not have time frames.

326
327 Theresa Rader is the historian and has copies of minutes and committee reports. Kyle Ethelbah
328 mentioned whether we could have a history exhibit at the conference. Rebecca recommended that
329 whatever guidelines the region adopts for archives should go out to the states so they can follow
330 them.

331
332 Lucia Delgado recommend future conversations of how to store digitalized documents.

333
334 **Action Item**

335 The Archive committee will bring recommendations on what to archive, when, how long to retain,
336 and what to get rid of at the May board meeting. The Historian, Theresa Rader, will talk with the
337 Archive committee to look at ways to showcase the history of ASPIRE at the conference.

338
339 i. State Initiatives

340 Lucia Delgado reached out to each state for highlights and received highlights from every state
341 except North Dakota and South Dakota. Lucia Delgado will forward the highlights from each state
342 to save time during the meeting.

343
344 j. Strategic Plan

345 Darlene Samson and Theresa Rader discussed the strategic plan and highlighted three tasks that
346 they felt they could complete this next year:

- 347 1) Survey of membership to identify perceived professional development needs and preferred
348 delivery mechanisms prior to each state meeting and the annual conference (Goal 1,
349 Objective I).

- 350 2) Create a plan for the integration and professional development of the ASPIRE region from
351 the Tribal/Native American perspective (Goal 2, Objective IV).
352 3) Decide what type of fundraising materials needed for packet development, i.e. Fact Books,
353 states, etc. (Goal 3, Objective I).
354

355 Darlene would like the Board to address areas that have question marks and asked the Board to
356 review these items and provide comments and updates back to the committee.
357

358 **Action Item**

359 Review and send comments to Darlene in the next month and change LDI to ELI on strategic plan.
360

361 k. Corporate Development

362 **Action Item**

363 Rebecca Tierney is requesting a physical Fact Book from each state for corporate development for
364 use in fundraising efforts.
365

366 l. Native American

367 Kyle Ethelbah discussed how the Native American committee has not pulled together yet, but there
368 will be an exhibit with NIEA (National Indian Education Association) conference in September
369 and they will be present at the ASPIRE conference. The exhibit will showcase the TRIO programs,
370 specifically at tribal colleges, that are present in our region. The NIEA will be present at ASPIRE
371 to showcase the NIEA.
372

373 **CODE of ETHICS**

374 All Board members signed the Code of Ethics. Anyone who wants to run for an office with ASPIRE will be
375 required to sign a Code of Ethics prior to elections and it will be sent to those nominated prior to the
376 elections.
377

378 **STRATEGIC PARTNERSHIPS**

- 379 a. NASPA – They are willing to help us create a document for our institutions telling them what
380 TRIO does and the importance of TRIO to their institutions. Rebecca Tierney asked if we can try
381 coordinating the times of our conferences. They often conflict with ASPIRE and cause TRIO
382 programs to not be as heavily involved in NASPA as other student affairs professionals. Theresa
383 Rader mentioned that Montana created the Montana College Access Network
384 (<http://mtcollegeaccess.org/>). They hold an annual conference together and it has been widely
385 successful. Their annual conference brings together individuals from different areas such as,
386 financial aid, college recruiters, TRIO, and NASPA professionals. Kyle Ethelbah mentioned this
387 partnership is the first step that will help legitimize us through their networks at NASPA. We can
388 look at this in the future to see if conflicts can be avoided.
389 b. WYASFAA
390 Joseph Aguirre mentioned that both of his contacts with WYASFAA have left and it is currently
391 dead in the water.
392 c. NIEA – Kyle Ethelbah discussed NIEA during discussion of the Native American committee
393 report. No further discussion ensued.
394

395 **POLICY SEMINAR 2017**

396 Seven ASPIRE Board members will be at the Policy Seminar.

397
398 **CONFERENCE COMMITTEE UPDATE 2017**

399 This was previously discussed during the Conference committee report.

400
401 **ASPIRE SALARY SURVEY**

402 Darlene Samson compiled the data from the survey that was done under Joseph Aguirre, but the
403 conversation started with Jamie Manzanara. Discussion ensued about the data and how to use it. For
404 example, like looking at the TRIO averages and comparing it to the institutional level, can be used when
405 talking to HR. Rebecca Tierney would like to see the averages by job title, as this information would be
406 helpful to know. Discussion ensued about the overtime rules and salary in regards to TRIO programs and
407 the lack of knowledge TRIO professionals who responded to the survey do not know the value of their
408 benefits.

409
410 **Action Item**

411 Kyle Ethelbah would like the Board to look through the info and if you want more info talk with Kyle and
412 Darlene. A draft needs to be ready by the May board meeting for approval with the goal of having it done by
413 the regional conference.

414
415 **BOARD MEETING DATES**

- 416 a. May 2017 - will be April 30 and May 1 in Denver
- 417 b. October 2017 – dates will be determined

418
419 **Action Item**

420 Kyle Ethelbah will look at the dates for the October board meeting and will send out to the Board.

421
422 **STATE PRESIDENT RESPONSIBILITIES**

423 Joseph Aguirre highlighted the State President responsibilities which is listed in the Operational Guidelines
424 section 2.7. The highlights Joseph Aguirre mentioned were:

- 425 a. Communicating with projects in your state
- 426 b. Maintaining and updating information to make sure it is fluid for COE and ASPIRE, and the COE
427 Community of Practices
- 428 c. Chair and serving on committees, providing quarterly updates, and submitting them on time
- 429 d. Preparing State reports prior to the board meetings
- 430 e. Encouraging posting to the online ASPIRATIONS about positive things that we are doing and
431 linking it to the regional ASPIRE site.
- 432 f. Submit a proposed conference site and at least one alternative site to the board for consideration no
433 later than the January board meeting no less than two years prior to the conference. It is now
434 Colorado's turn for the 2019 conference.

435
436 **Action Item**

437 Lucia Delgado will start the planning process for the 2019 regional conference. She will identify two
438 possible locations for the regional conference to present to the board. She can begin to work with HPN
439 and Joseph Aguirre will forward Lucia Delgado their contact information.

441 Theresa Rader asked a clarifying question about where state minutes and budgets are kept, which are kept at
442 the state level. Discussion ensued about regional Treasurer's responsibilities in relationship to the state level
443 budgets.

444 **COE COMMUNITIES OF PRACTICE**

445 Joseph Aguirre discussed the COE community of practice webpage and encouraged the Board to promote it
446 better at State meetings. At this time, access is slim. They will be adding an advising community in the near
447 future. The website is: <http://coenet.org/communities.shtml>.

448 **COE INTERNATIONAL ACCESS/STUDY ABROAD**

449 Joseph Aguirre discussed COE's International Access/Study Abroad scholarship programing. There is an
450 application process for interested students. The email about the opportunity came out in November. There
451 was 31 applicants and 15 were admitted. Only one student from the ASPIRE region, from Colorado, applied
452 and was accepted. Rebecca Tierney asked if a link could be added to the regional website. Joseph Aguirre
453 agreed a link should be added to the regional ASPIRE website. Discussion ensued about the cost of the
454 travel and how students cover the remaining costs after the scholarship.
455
456

457 Joseph Aguirre mentioned that in late February there will be coming out a professional study abroad
458 opportunity to go to Brazil, where next year's study abroad opportunity will be located. This will help set up
459 the student study aboard opportunity.
460

461 Discussion ensued about how other programs are promoting or funding study abroad programs. Most are
462 working closing with their study abroad program and financial aid offices. Lucia Delgado discussed how
463 they were doing fundraising and that there is now Global Access Award at CSU that helped fund 8 of their
464 students to study abroad.
465

466 **Action Item**

467 Dennis Stangl will add link to the regional website. The website link is:
468 http://coenet.org/student_opportunities.shtml
469

470 **NEW BUSINESS**

471 a. Committee Number and Structure

472 Kyle Ethelbah wants to create a task force to look at our current committees to see if we can
473 restructure. We currently have 20 committees in ASPIRE and the average of other regions is 10.
474 Theresa Rader volunteered to chair the task force.
475

476 **Action Item**

477 Theresa Rader will need to present recommendations at the May board meeting.
478

479 b. Conference Committee Update 2018

480 Theresa Rader and Darlene Samson presented the two options for the 2018 conference in Montana.
481 The recommendation and justification was made for having it at the Holiday Inn in Missoula,
482 September 28 – October 3. Kalispell was the other option, but would be more expensive to host the
483 conference. The Holiday Inn in Missoula is very centralized to the downtown area, right next to the
484 park and river, and is close to the airport. No draft cost was available by the meeting, but Theresa
485

486 will send out the draft costs once when receives them. The board viewed a Missoula tourism
487 promotional video.

488
489 Kyle Ethelbah asked for a motion to approve the 2018 regional conference location of the Holiday
490 Inn in Missoula, Montana. John Shafer so moved to approve the recommend location and Paul
491 Hesco second. The motion was approved unanimously.

492
493 **Action Item**

494 Theresa Rader will send out the draft costs to the board once she receives them.
495

496 **STATE UPDATES**

497 The complete State Updates can be viewed in the ASPIRE Board Dropbox. Each state gave a brief highlight
498 to the Board.

- 499 a. Colorado: State conference will be held in Pueblo April 11-12. There is a financial aid and
500 financial literacy pre-conference on April 10 & 11.
- 501 b. Utah: TRIO Youth Leadership Conference has been scheduled for February 16-18. Lisa
502 Livingston and Chris Macias are coordinating for a leadership experience where the attendees can
503 visit the state capitol and advocate for TRIO programs (on TRIO day).
- 504 c. Montana: Hosting state conference in Helena and will be a co-conference with MCAN to coincide
505 with legislatures who will be attending portions of their conference. Angelica Vialpando from
506 COE will be present at the state conference.
- 507 d. North Dakota: Is hosting a co-state conference with South Dakota in Bismark on April 2-April 4.
- 508 e. South Dakota: They currently have a vacancy for president-elect and they hit their 10-10 goal,
509 sharing TRIO Day information with each other, and gathering Fact Book information.
- 510 f. Wyoming: TRIO Day, called Access Day in Wyoming, is February 15. The state conference will
511 be held in Casper April 19-21. Working on their Fact Book and Fact Card.
512

513 **GOOD OF THE ORDER**

514 Dennis Stangl presented a revision of the conference logo he worked on during the meeting to allow the
515 Board to see what the revisions would look like. The original image in the logo was copyrighted, so a new
516 Salt Lake City image will need to be found. Rebecca Tierney and Dennis Stangl will work on the
517 amendments of the image and logo for the conference.
518

519 Lucia Delgado suggested that we recognize staff who have recently completed degrees at the regional
520 ASPIRE conferences.
521

522 **Action Item**

523 Kyle Ethelbah will talk to Jami Bayles about incorporating staff recognition for completing degrees at the
524 regional ASPIRE conferences.
525

526 **MOTION TO ADJOURN**

527 Kyle Ethelbah called for a motion to adjourn. Peggy Madrid so moved, Joseph Aguirre seconded, and the
528 January 27, 2017 ASPIRE Board meeting adjourned at 4:01pm.