

2016-2017 DRAFT ASPIRE Board Committees

7/31/17

1. By-Laws Committee (O.G. 6.6, p.19)		
Co-Chairs: Joseph Aguirre Lucia Delgado	Purpose: The Bylaws and Operating Guidelines Committee reviews the Bylaws and recommends amendments to the Bylaws for approval by the membership. The committee reviews Operating Guidelines and recommends additions and revisions to the ASPIRE Board. Charges: <ul style="list-style-type: none"> • Review by-laws, structures and general procedures, and recommend needed updates. 	Strategic Goal Impact Goal III: Strengthen ASPIRE’s economic and organizational sustainability
2. Budget and Finance Committee (O.G. 6.10, p.23)		
Co-Chairs: Kyle Ethelbah John Shafer	Purpose: The Budget & Finance Committee is responsible for planning and monitoring the ASPIRE budget for the current Fiscal Year. Charges: <ul style="list-style-type: none"> • Review and update fiscal policies as necessary and present recommendations for the Board’s consideration. 	Strategic Goal Impact Goal III: Strengthen ASPIRE’s economic and organizational sustainability
3. Technology Committee (O.G. 6.18, p.25)		
Co-Chairs: Dennis Stengl	Purpose: The responsibility of the Technology Committee is to provide technology support, management, and maintenance for the Association, to maintain the ASPIRE, Inc., website with incorporated emerging technologies, and to ensure the dissemination and availability of ASPIRE publications/updates, pertinent documents, and even and membership information. Charges:	Strategic Goal Impact Goal I: Provide high quality services to member institutions and agencies. Goal II: Position ASPIRE as a leader in the field of Professional Development in the areas of college assess and success.

	<ul style="list-style-type: none"> • Provide continual enhancement and support of redesign of ASPIRE website • Promote and expand resources available on the ASPIRE Communications Tool-Kit, and engage membership on the use of such resources. 	
4. Conference Committee (O.G. 6.7, p.20)		
Co-Chair(s): Rebecca Tierney	Purpose: Under the direction of the Board, the Conference Committee plans, implements, and evaluates the ASPIRE Annual Conference. The Conference Committee Chair will oversee the conference and utilize subcommittees to organize and carry out the Annual Conference. Subcommittees will be co-chaired by one ASPIRE board member and a representative of the host state. Representatives from the host state will be submitted to the ASPIRE board at the board meeting immediately following the annual conference, and one year prior to the host states conference. One board member will be assigned as co-chair to each committee at that same meeting. Subcommittee co-chairs will report regularly to the Conference Committee Chair and coordinate with each other. Subcommittees may include, but are not limited to, the following: Agenda, Logistics, Registration Charges: <ul style="list-style-type: none"> • Develop a marketing plan for the 2017 annual conference. 	Strategic Goal Impact Goal I: Provide high-quality services to member institutions and agencies. Goal II: Position ASPIRE as a thought leader in the field of college access and success Goal III: Strengthen ASPIRE’s economic and organizational sustainability
5. Archive (O.G. 6.2, p.18)		
Co-Chairs: Paul Hesco	Purpose: The Archive Committee is responsible for archiving historical documents and other items related to ASPIRE; maintaining storage space; reporting annually on archived materials; creating and maintaining retention schedules for	Strategic Goal Impact Goal I: Provide high-quality services to member institutions and agencies.

	<p>documentation; and creating and maintaining an archival process in coordination with the University of Wyoming.</p> <p>Charges:</p> <ul style="list-style-type: none"> Investigate alternative locations for current ASPIRE records, including physical and electronic documents. 	
6. Governmental Relations Committee (O.G. 6.11, p.23)		
<p>Co-Chairs: Allyson Garcia Joseph Aguirre</p> <p>Members: Representatives from each state</p>	<p>Purpose: The Governmental Relations Committee disseminates legislative, Council for Opportunity in Education (COE), and Department of Education (ED) information to the membership, coordinating with COE in Education Government Relations Committee.</p> <p>Charges:</p> <ul style="list-style-type: none"> Disseminate pertinent information regarding legislative issues relevant to college access and success programs. Provide opportunities in region for discussion of annual appropriations and reauthorization issues. Continue to identify and cultivate strategic relationships with elected officials, corporate entities, and others to advance college access and success. 	<p>Strategic Goal Impact</p> <p>Goal I: Provide high-quality services to member institutions and agencies.</p> <p>Goal II: Position ASPIRE as a thought leader in the field of college access and success</p> <p>Goal V: Expand the availability and enhance the quality of college access and support services through rigorous advocacy.</p>
7. Awards Committee (O.G. p.19)		
<p>Co-Chairs: Jami Bayles</p> <p>Members: Representatives from each state</p>	<p>Purpose: The Awards Committee is responsible for the selection of the recipients and purchases of all ASPIRE Awards including Membership, Retirees, Friend of ASPIRE, Rising Star, Art Quinn Memorial, Champion of TRIO, and any other awards identified in the Operating Guidelines.</p> <p>Charges:</p>	<p>Strategic Goal Impact</p> <p>Goal I: Provide high-quality services to member institutions and agencies.</p> <p>Goal II: Position ASPIRE as a thought leader in the field of college access and success</p>

	<ul style="list-style-type: none"> Establish timeline for awards process for 2017 ASPIRE Conference. 	
8. Nominations and Elections Committee (O.G. 6.9, p.22)		
<p>Chair: Jonathan Morrell</p> <p>Members: Cara Davis</p>	<p>Purpose: The Elections Committee educates ASPIRE members on the duties, responsibilities, benefits, and importance of ASPIRE offices; encourages and secures nominations for the offices of ASPIRE; and supervises the election process during the Annual Conference.</p> <p>Charges:</p> <ul style="list-style-type: none"> Investigate ways to encourage and expand the pool of candidates and alternatives for conducting ASPIRE elections. Conduct ASPIRE 2017 annual elections in accordance with current by-laws. 	<p>Strategic Goal Impact</p> <p>Goal I: Provide high-quality services to member institutions and agencies.</p>
9. Professional Development (O.G. 6.15, p.24)		
<p>Chair: Joseph Aguirre</p> <p>Members: Representatives from each state</p>	<p>Purpose: The Professional Development Committee provides resources to membership on topics such as CAS Standards and other evaluation tools; and provides professional development opportunities at annual regional conference as well as state conferences as requested.</p> <p>Charges:</p> <ul style="list-style-type: none"> Conduct survey of membership to identify perceived professional development needs and preferred delivery mechanisms prior to each state meeting and the annual conference Investigate continued training opportunities open to other TRIO associations in areas like grant writing, legislation and regulation, budgeting, and best practices. Host trainings in an area that fosters attendance and cost saving 	<p>Strategic Goal Impact</p> <p>Goal I: Provide high-quality services to member institutions and agencies.</p> <p>Goal II: Position ASPIRE as a thought leader in the field of college access and success</p> <p>Goal III: Strengthen ASPIRE’s economic and organizational sustainability</p>

	measures for participants. Establish a curriculum/faculty for the trainings and a create plan for advertisements.	
10. Membership Committee (O.G. 6.11, p.23)		
Co-Chairs: Cara Davis Members: Representatives from each state	Purpose: The Membership Committee is responsible for promoting and increasing the ASPIRE membership through distribution of membership materials and providing information to new ASPIRE TRIO personnel. Charges: <ul style="list-style-type: none"> • Ensure membership information is up to date and continually updated. 	Strategic Goal Impact Goal III: Strengthen ASPIRE’s economic and organizational sustainability
11. Development (O.G. 6.6, p.19)		
Co-Chairs: Jami Bayles Joseph Aguirre Members: Past State Presidents	Purpose: The Development Committee organizes fund-raising activities for ASPIRE Development and COE Fair Share campaigns. Charges: <ul style="list-style-type: none"> • Increase institutional memberships and engagement. • Ensure each state has Fair Share coordinators who are directly connected to COE to assist with meeting Fair Share target. • Increase personal contributions. 	Strategic Goal Impact Goal III: Strengthen ASPIRE’s economic and organizational sustainability
12. State Initiative Committee (O.G. 6.19, p.26)		
Co-Chairs: Lucia Delgado Theresa Rader	Purpose: The State Initiative Committee acts as a liaison to the COE State Leadership Committee, coordinates regional and state initiative activities, and acts as a resource to State Chapter Presidents on state initiative and activities. Charges: <ul style="list-style-type: none"> • Coordinate with COE State Leadership Caucus prior to the annual COE conference for state leaders. 	Strategic Goal Impact Goal I: Provide high-quality services to member institutions and agencies. Goal II: Position ASPIRE as a thought leader in the field of college access and success Goal IV: Strengthen the TRIO alumni network

	<ul style="list-style-type: none"> • Administer Paul Spraggins State Initiative grant program. • Develop and market a state-toolkit designed to assist states with; 1) Developing Factbooks that communicate Return On Investment, 2) Templates for best practices at the state and chapter level • Develop a plan to orient state leaders to these resources. 	Goal V: Expand the availability and enhance the quality of college access and support services through rigorous advocacy.
13. Strategic Plan Committee (O.G., 6.19, p.26)		
Co-Chairs: Darlene Samson Theresa Rader	Purpose: The Strategic Planning Committee provides review and revision of the ASPIRE strategic plan on a yearly basis. The Strategic Plan Committee also provides for additional planning beyond the five year original strategic plan. The mission of the Strategic Plan is to increase the education and success opportunities for all low-income students, first-generation students, and students with disabilities through professional development and legislative advocacy. Charges: <ul style="list-style-type: none"> • Oversee accountability of implementation of Strategic Plan by committees • Provide recommendations on course corrections to the strategic plan if necessary. • Compare regional and COE's plans for alignment and serve as a resource to regional committees who undertake this work. 	Strategic Goal Impact Goal II: Position ASPIRE as a thought leader in the field of college access and success Goal III: Strengthen ASPIRE's economic and organizational sustainability
14. TRIO Alumni Committee (O.G. 6.21, p.26)		
Co-Chairs: Morgen Tau Patrick Members: Representatives from each state	Purpose: The TRIO Alumni Committee coordinates with Council for Opportunity in Education to promote the National TRIO Alumni Society, organize Alumni Societies in the ASPIRE Region, and publicize the purposes of creating Alumni	Strategic Goal Impact Goal I: Provide high-quality services to member institutions and agencies. Goal IV: Strengthen the TRIO alumni network

	<p>Societies which include directing social media efforts; providing a network of social and professional support for former participants in TRIO programs; increasing public awareness of the needs of disadvantaged students enrolled in, or aspiring to attend postsecondary institutions; providing recognition of achievements to former TRIO participants; providing a mechanism for former TRIO participants to voice support for TRIO programs; and providing assistance with the initiation, organization, and implementation of individual chapter of TRIO Alumni Societies.</p> <p>Charges:</p> <ul style="list-style-type: none"> • Define alumni on a regional level, create a standardized alumni form to compile state data of alumni • Unite regional alumni database and sync with COE's Alumni database. • Provide alumni social media links on the website and link to each state and COE. • Ensure that the region sponsors at least two alumni events annually 	<p>Goal V: Expand the availability and enhance the quality of college access and support services through rigorous advocacy.</p>
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15. Corporate Development Committee (O.G. 6.8, p.22)

<p>Co-Chairs: Paul Hesco Rebecca Tierney</p>	<p>Purpose: The Corporate Development Committee is responsible for advancing the mission of ASPIRE through fundraising and professional development opportunities and partnerships with corporations, foundations, and businesses. It also enhances Annual Conference revenue by making partnerships with and soliciting sponsorships from corporations, foundations and businesses for the banquet, awards, and conference materials; annually updates development incentive packages, as part of the corporate development strategy, and</p>	<p>Strategic Goal Impact Goal I: Provide high-quality services to member institutions and agencies. Goal III: Strengthen ASPIRE economic and organizational sustainability.</p>
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	<p>present to the board for approval at the winter board meeting, and the chair serves as member of annual conference Corporate Development subcommittee.</p> <p>Charges:</p> <ul style="list-style-type: none"> • Identify corporations, foundations, and individuals interested in supporting college access and success and cultivate partnership • Develop fundraising materials highlighting the impact of ASPIRE programs bases on data received from each state • Investigate possible fundraiser to for 2017 ASPIRE conference. 	
16. Public Relations Committee (O.G. 6.16, p.24)		
<p>Co-Chairs: Darlene Samson Dennis Stangl</p>	<p>Purpose: The Public Relations Committee coordinates all public relations activities for ASPIRE, relating to media relations.</p> <p>Charges:</p> <ul style="list-style-type: none"> • Development regional marketing material in conjunction with technology committee. • Use the ASPIRE webpage to list, sync, and distribute successful media relations to other regions, agencies, and COE 	<p>Strategic Goal Impact</p> <p>Goal I: Provide high-quality services to member institutions and agencies.</p> <p>Goal III: Strengthen ASPIRE economic and organizational sustainability.</p>
17. Emerging Leadership Institute (O.G. 6.15, p.24)		
<p>Co-Chairs: TBD TBD</p>	<p>Purpose: The ELI - formerly known as Leadership Development Institute (LDI) - Committee provides professional development for individuals interested in preparing for and participating in the leadership of ASPIRE and COE; and provides an opportunity for persons who have an interest in developing their personal and professional leadership skills.</p>	<p>Strategic Goal Impact</p> <p>Goal III: Strengthen ASPIRE economic and organizational sustainability.</p>

	<p>Charges:</p> <ul style="list-style-type: none"> Assess current ELI structure and make recommendations for ELI implementation at 2017 ASPIRE conference. 	
18. Native American (O.G. 6.14, p.24)		
<p>Co-Chairs: Kyle Ethelbah Joseph Aguirre</p>	<p>Purpose: The Native American Committee coordinates training and professional development needs for personnel who work with American Indian programs, advocates for Native Americans within TRIO, and encourages participation through professional development & best practices of Tribal Colleges within ASPIRE.</p> <p>Charges:</p> <ul style="list-style-type: none"> Coordinate with COE Native American engagement conversation. Conduct annual leadership luncheon to staff from Tribal Colleges and Universities. Provide professional development opportunities for members within TCU structure. 	<p>Strategic Goal Impact</p> <p>Goal I: Provide high-quality services to member institutions and agencies.</p> <p>Goal II: Position ASPIRE as a thought leader in the field of college access and success</p>
19. Social Justice (O.G. 6.17, p.25)		
<p>Co-Chairs: Herman Shelton</p>	<p>Purpose: In recognizing there are many barriers and struggles facing our students that keep them from enrolling and succeeding in postsecondary education, ASPIRE Inc. established the <i>Social Justice Committee</i>. The Committee will be compiled of one executive board member and at least three representatives from different states within ASPIRE. Committee is tasked with acting as a resource and advisory committee on various social justice issues facing our students to ASPIRE members. Duties to include, but not limited to:</p> <p>Charges:</p>	<p>Strategic Goal Impact</p> <p>Goal I: Provide high-quality services to member institutions and agencies.</p> <p>Goal II: Position ASPIRE as a thought leader in the field of college access and success</p>

	<ul style="list-style-type: none"> • Assist with volunteer project at regional annual conference. • Develop social justice program as part of established curriculum. 	
20. Conference Advisory (O.G. 6.4, p.19)		
Co-Chairs: Jami Bayles Becky Jensen	Purpose: The ASPIRE Conference Advisory Committee will include former ASPIRE Region Conference Chairs to provide assistance to future Conference Chairs. The knowledge and experience from each conference will be shared. Charges: <ul style="list-style-type: none"> • Provide assistance to current conference chair(s). 	Strategic Goal Impact Goal III: Strengthen ASPIRE’s economic and organizational sustainability