

## SCHEC MINUTES

November 15, 2013

10 AM – 1PM @ Pepperdine University, Irvine

Robert Waldren, Chair

MEMBERS IN ATTENDANCE: Sunny Wheeler (SCHEC Secretary, DeVry University), Lindsay Goff (Hope International Univ), Barbara Schiller-Harvey (CSU Fullerton), Raul Sanchez (Citrus College), Orlantha Nin (Saddleback College), Cecilia Arriaza (Fullerton College), Dale Leeman (UCI), Patricia N-Enykwe Akundinobi (CSUDH), Ruben Page (LBCC), Yvonne Valenzuela (GWC), Michelle Scharf (IVC), Bruce Vancil, (CSULB), Corless Carroll (Webster University), Penny Gabourie (Cypress), Cheryl Jupiter (OCC), Linda Bagatourian (OCC), Dan Weber (OCC), Helen Ward (Coastline College), Rick Boone (Brandman), Robert Waldren (Santiago Canyon)

### Welcome and Introductions:

- Chairman Robert Waldren called the meeting to order. Asked if anyone was new to the meeting. No response.
- Introduction of host, Lee Muense, Admissions Advisor for Pepperdine University, Irvine campus.

### Agenda:

- Robert asked if there were any additions to be made to the agenda
  - One small one from Barbara Schiller
- Motion to table review of minutes because a copy was not available; approved

### Fair Coordinator's Report:

- Dan Weber stated he that any changes or requests should be emailed to him but other than that, all dates are caught up

### Director of Communications' Report:

- No updates since the new website had been launched. Suggestions or feedback please email Michelle Scharf. Beginning in December, Michelle will begin social media (Facebook) presence for SCHEC.
- Robert mentioned that the old website was still live and that he would email Jose (past webmaster) to request pulling down the old site

### Secretary's Report:

- Sunny Wheeler stated contact information is up-to-date, and as a reminder, when she sends out the contact list, to please update emailing list as well as check on individual/school contact information

### Treasurer's Report:

- SCHEC Tax ID:
  - Treasurer Rick Boone stated that we have a fresh start with a new tax ID
  - As a non-profit organization, we are going the non-formal route as informal tax-exempt in purpose. SCHEC can raise up to \$5,000 and still be exempt.

- Barbara Schiller-Harvey stated it is very complicated to become a 501c and CSU's might not be able to participate if SCHEC becomes non-profit, and that officers may be held personally liable for past unpaid taxes.
- Robert reminded everyone that 501c was not on the table
- **Current Budget and Dues:**
  - For 16 schools, dues are still needed. Rick will send a reminder.
  - Most money in budget goes to scholarships
  - \$800 still due for unpaid 2013/14 memberships
    - Barbara suggested a payment incentive. Pay late, have extra fees/be fined.
  - \$750 still committed for additional scholarship disbursements
  - Will have a smaller forward balance for next year.
  - Dale Leeman asked when and why was there more money in the account in past years.
  - Bruce Vancil said that there were more members, therefore more money
  - Robert Waldren said as a reminder that schools must be active members in order to have students qualify for SCHEC scholarships.
  - Bruce reminded members of the SCHEC purpose – to give scholarships or to share information and create better communication between the 2 year and 4 year schools
  - Continued discussion about membership fee and perhaps adding late fee penalty.
    - Robert stated he might put out a survey with questions on raising membership dues

#### **Barbara Schiller-Harvey on Scholarships:**

- Last May 4 recipients (not 3). 1 student ended up enrolling at UCLA. Scholarship did not yet go to alternate because of funding available.
- Question of just have 3 scholarships and not give 4<sup>th</sup>
- 1<sup>st</sup> semester scholarships have been accounted for. Option of giving scholarship for just remainder of the year.
  - Barbara said she was inclined to at least give out ½ scholarship
- Motion to give ½ year scholarship, approved
- Scholarship promotional material should be out by January
- Motion to approve 2013/14 scholarships at \$300/year; 2 payments of \$150, with number of scholarships awarded left unstated in promotional materials; approved
- Request for 2013/14 Scholarship Committee members
  - Reviews from Michelle, Bruce and Sunny regarding participating in scholarship committee

#### **SCHEC Bylaws Revisions:**

- Pointed out that general expenditures of \$200 or more need to be approved by the general membership
- 6.04 – revise to include special committee meeting
- Motion for Michelle Scharf's term for Director of Communication to be 2013-2015 in keeping with staggered system of officer's terms; approved

- Helen Ward stated that revisions need to be dated and included in the bylaws; it was noted that the bylaws are dated with an approval date and signed by officers.
- Motion for by-laws to be approved, approved

#### **Campus Announcements:**

- **Coastline College:** Helen Ward stated that they had received an internal grant and so they will be promoting a Spring 2014 mini-transfer fair at the Garden Grove center. She will send out details in December. They are also putting together a transfer advisory board/committee that will meet 2x/year and will be a mix of CSU's and privates.
- **UCI:** Dale Leeman passed out copies of the Edge magazine. Stated 3 initiatives for his school
  - They are moving toward a tobacco-free campus
  - Reducing water usage by removing non-native plants
  - New business building is almost complete

Also for UCI, Diversity/Ethnic controversies – new effort for diversity training. Provide inter-face discussions, including every voice/everybody on campus. Michelle Scharf asked about UCI backing out of TAG. No firm answer but is being discussed.

- **CSULB:** For Spring '14, offers went out on or before 11/1/13. Dec 1 is deadline for intent to enroll. Fall '14 has 11/30 application deadline. January – supplemental applications for specific majors will be sent out. For Spring '15, intend to be open. If a student indicates they will be earning ADT, but then realizes they won't make it, they must email [es-tradmin@csulb.edu](mailto:es-tradmin@csulb.edu) and cc themselves, to let Admissions know or they could be denied for missing the ADT verification deadline.
- **University of Laverne:** Alyssa stated that for Spring '14, they are no longer requiring transferable math; it is a case-by-case for transfers. The Irvine campus is expanding and has added classrooms.
- **CSUF:** Barbara Schiller-Harvey referred to her handout for announcements
- **Brandman University:** Rick Boone stated that had a position open at their Culver City and West LA campuses. He also stated they have rolling enrollments, are expanding their programs and have 8-week semesters.
- **Saddleback College:** Orlantha Nin asked about discounted tuition for Saddleback faculty because she is putting together a list
- **CSUDH:** Patricia stated that have 11/30 app deadline with May 1 intent to enroll deadline. Fall transcripts are due March 15<sup>th</sup>. July 15 Final transcript deadline; Golden 4 by Spring. They also have an opening for Associate Director.
- **National University:** Maheba stated that they are offering Radiation Therapy (not Radiation Tech) now at Costa Mesa campus. Transfer Scholarships available with 2.0 min GPA. Also stated they have a new President, Dr. Michael Cunningham.

#### **Upcoming meetings:**

- Robert stated that the next meeting will take place Feb 7 as a joint meeting with Region 8 at Brandman University, Irvine.
- Last meeting of the year will be May 9, at University of LaVerne, Irvine campus

**Meeting adjourned**