

CLASIC BOARD MEETING

FRIDAY, JUNE 3, 2016



Present: Celia Howen (Outgoing President), Michelle Ponce (Outgoing VP Programs, Incoming VP President), Sarah Castro (Outgoing VP Technology), Teresa Roberts (Incoming VP Finance), Kimberly Greene (Incoming VP Technology), Sally Jafari (Incoming VP Programs)

Absent: Aneesha Akram (VP Membership), Madeline Casani (Outgoing VP Finance), Marcy Newman (VP Communications)

Meeting began at 9:00 am

Introductions from each board member

12-month Timeline

Discussion of outgoing and incoming members. Strategies and techniques were discussed for a smooth and seamless transition.

Bank Transfer of Names

Madeline Casani (Outgoing VP Finance), Teresa Roberts (Incoming VP Finance), and Michelle Ponce (Outgoing VP Programs, Incoming President) will meet to transfer names on the CLASIC bank account. Teresa will be primary signer and Michelle will be secondary signer. Matthew Donato (Former President) will be removed.

Website

Sarah and Kimberly will reach out to Manny Escalante to recreate website. The website is currently a WordPress. The cost is estimated at \$250. This should address the corrupt components of the website.

Bi-laws and CLASIC Programming

After a brief review of the bi-laws, it was determined that the CLASIC events can range from two or three annually depending on the interest. This academic year, we discussed two will suffice. There was also discussion of having a breakout or get together at MPACE in December 2016 in Denver, CO.

Event/Conference Costs

The board voted on raising the event cost from \$35 (members) to \$45 (members) and \$40 (non-members) to \$50 (non-members).

Fall Conference

Occidental College is a tentative location. Dates are still being decided.

Program ideas included an internship boot camp. Also looking at potentially bringing in a lawyer knowledgeable of internship requirements.

Spring Conference

Westmont College is a tentative location. Dates are still being decided.

Best practices including what division does your department report to? Pros and cons of your reporting status, and strategies and techniques to navigate your challenges. Also, topic of conversation was data. How are you collecting it and how do you use it?

Meeting adjourned at 12:00 pm