



Virginia's Voice for Access

Virginia College Access Network Board Meeting Minutes

Tuesday, May 2nd

2:00 p.m. – 4:00 p.m.

[Virtually](#)

Board Members Present: Lyons Sanchezconcha (President), TeCarla Moore (Vice President), Jan Smith (Treasurer), Alex Johnston (Secretary), Anne Michie, Ashley Woodous, Erin McGrath, Laura Clark, Reshaud Rich, Brittany Everett, Ted Raspiller, July Coleman, Dennis Coan, Jazmin Montaña Aguilar, Shaun Mooney

Guests Present: Christian Howton (conference committee co-chair)

Board Members Absent: Scott Kemp (Past-President)

- **Call Meeting to Order & Introductions: Lyons**
 - Meeting was called to order at 2:02pm
 - Board members introduced themselves with new board members sharing why they do college access work
- **Approval of [February Minutes](#) & Adoption of May Agenda: Lyons**
 - Call for revisions to February meeting minutes and May agenda
 - February meeting minutes moved to be approved by Anne Michie; motion seconded by Lyons Sanchezconcha; motion passes unanimously
 - May meeting agenda moved to be approved by Ted Raspiller; motion seconded by Lyons Sanchezconcha; motion passes unanimously
- **Treasurer's Report: Jan**
 - Written report submitted
- **Committee Report Out: Committee Chairs**
 - *Exec Committee: Lyons*
 - **Chair's Reports & Updates**
 - Next board meeting will be in-person in June at Virginia Museum of History & Culture in Richmond on June 20th from noon to 4pm. Lunch will be provided.
 - The September 26th board meeting will be held virtually.
 - Board roster with committee assignments was distributed prior to the board meeting. Lyons will add phone numbers to the roster as well.
 - Reminder that Lyons and Alex have access to changing the website as needed.
 - **Vote on 2023 Conference Registration Fee**
 - Proposal of new fees were distributed prior to the board meeting.
 - Sponsorship levels have gone up and now includes an additional level of sponsorship.

- Last year, VCAN broke even with most registrations coming through under the early-bird fee.
- Cancellation policy is new. Last year VCAN lost money when registrations were canceled to pay a vendor fee.
 - Lyons Sanchezconcha makes a motion to approve the cancellations and refund policy; Anne Michie seconds
 - Ted Raspiller suggests removing the word “lastly”
 - Lyons Sanchezconcha amends the motion; Ted Raspiller seconds the motion
 - Motion passes unanimously
- Discussions:
 - One day conference registration
 - It may encourage attendees who either cannot afford the entire conference or cannot get away for the entire conference.
 - Consideration of how that might impact the room minimum.
 - Large group rate for more than 10 or 20 registrations
 - Adjust conference registration rates to the following:
 - \$350 regular registration
 - \$300 early bird
 - \$275 group rate for 10 or more
 - \$275 presenter rate
- Ted Raspiller makes a motion to accept the committee’s recommendations for 2023 conference registration rates; Lyons Sanchezconcha seconds; motion passes unanimously
- *Conference Committee: Christian*
 - Conference Timeline Check-In
 - This year will include a nice classroom style breakout room at the venue.
 - The committee is finalizing the registration process with Cvent.
 - Help with RFPs
 - The call for session proposals will come out by June.
 - There will be a focus on mental health and self care as well as CTE resources/career advising tools and tips.
- *School Counselor Engagement: Brittany*
 - Coffee Chat Updates
 - Two coffee chats have been held so far: (1) Financial aid and (2) postsecondary resources for students who have experienced homelessness or foster care.
 - There is hope to hold one more coffee chat about resources for English language learners before the school year ends.
 - Around 70 people are registering and around 30 attend.
 - A VSCA conference proposal has been drafted to introduce school counselors to VCAN and its resources. The proposal will be submitted by the May 15th deadline.
- *Linda H. Woodley Scholarship: Erin*
 - The information sheet has been updated to include VASA information. Also, the application link is updated.
 - The scholarship information will be circulated to the listserv on May 3rd.

- *Governance: Anne*
 - No updates.
- **SCHEV Counselor Conference Sponsorship: Erin**
 - SCHEV will be able to sponsor up to 40 school counselors to attend VCAN this year.
- **Open Discussion/New Business: Board**
 - Job postings email coming soon with a call for other job opportunities to be submitted and circulated in the future.
 - Shaun Mooney shares that there is a trend in some competitive state schools not making movement on their waitlist this year.
 - Lyons Sanchezconcha discovered that some higher education institutions are not fulfilling their responsibility to students who do not qualify for federal financial aid.
 - Interested in requiring VASA training for financial aid representatives in Virginia.
 - Anne Michie suggests attending the VASFAA conference or writing to the VASFAA officers to advocate for deeper VASA knowledge.
 - Lyons Sanchezconcha will draft a letter on behalf of the board to present to VASFAA with the help of a new ad hoc committee including Anne Michie, Ted Raspiller, and Ashley Woodous.
- **Meeting adjourned at 3:43pm**
 - Lyons Sanchezconcha moved to adjourn meeting; Reshaud Rich seconded the motion; motion passes unanimously

Announcements:

Next Meeting: Tuesday, June 20th, 12pm-4pm, Virginia Museum of History & Culture, Richmond

The mission of the Virginia College Access Network is to support and enhance post-secondary education access and attainment for residents of the Commonwealth of Virginia. To accomplish this mission, VCAN will support access programs and foster new initiatives; develop information and financial resources for students and families; and promote the benefits of greater access to postsecondary education.