

Virginia College Access Network Board Meeting Minutes Wednesday, November 30th 9:00 a.m. – 11:00 a.m. Madison Boardroom, Hotel Madison

- Attendance: Scott Kemp, Lyons Sanchezconcha, Jan Smith, Alex Johnston, Erin McGrath, Brittany Everett, Anne Michie, TeCarla Moore, Reshaud Rich, Ashley Woodous, Laura Clark, Libby Dutton
- Absent: Tierney Jackson
- Invited Committee Member: Josh Mann
- Welcome: Scott
 - Meeting brought to order at 9:10am
- Approval of October Minutes & November Agenda: Scott
 - o Scott Kemp calls for revisions to August meeting minutes
 - Lyons Sanchezconcha moves to approve minutes; Annie Michie seconds; Motion passes unanimously
- Treasurer's report: Jan
 - Written report attached
 - Discussion: NCAN membership
 - Ashley Woodous is a member of the rapid response team at NCAN and references there being a good flow of information from the partners to the national conversation, i.e. FAFSA hiccups
 - Anne Michie is a part of the Strategic Task Force at NCAN
 - VCCS references that being a part of national conversation with student services has been beneficial and affirming of VCCS' good work
- 2022 Conference Update: Josh
 - Thursday schedule

- Coffee with the Board Not always heavily attended, but Q&A will occur during the breakfast hour
- JMU campus visit will include optional transportation and end around
 6:40pm
- People registered as late as yesterday; around 244 registrants total
- Planning for extra space in case some did not register
- Remained within budget
- Grateful for support of the board, specifically Lyons for securing all guest speakers; Jan has been particularly helpful as well
- Need additional students for Friday student panel
 - Potentially a work study student from Admissions or Financial Aid
- 2023 Conference RFP: Scott
 - Will give attendees a ballpark of where the conference will be next year
- Election of Executive Committee Members: Anne
 - Passing of the "Gavel"
 - Remarks from each candidate
 - Ballot:
 - President: Lyons Sanchezconcha
 - Vice President: TeCarla Moore
 - Treasurer: Jan Smith
 - Secretary: Alex Johnston
 - Lyons will enter his sixth year in two years, reminder that board members can
 re-enter after a year away from the board
 - Ashley Woodous moves to accept the nominations; Reshaud Rich seconds;
 Motion passes unanimously
 - Approval of Past President New President
 - Anne Michie moves to approve past president presence on board;
 TeCarla Moore seconds; Motion passes unanimously
 - Discussion: Succession Planning

- Inviting additional board members who on the committee is not represented?
 - Project Discovery was a founding member of VCAN; VACRAO and VASFAA; TriO (Upward Bound or SSS); Principal or Superintendent representation; School Board Association; VTEC and/or another representation of immigrant and/or Latinx population
 - Request to the board to email recommendations of Recommendations from the board requested to representatives from the above organizations to join the board
- Consider including all of the recommended voices above to one board meeting a year (those not represented on the board)
- Committee participation and commitment
 - Board committees include conference, governance, scholarship, and executive
 - With Tierney rolling off, Brittany Everett will join the scholarship committee though Tierney will assist in non-board capacity
 - Conference committee does not just have to be board members

Other Issues

- Changing the "A" in VCAN from "access" to "attainment"
 - References VCAN is used by HBCUs for scholarship programs
- Scott Kemp extends a thank you to board members
- Brittany Everett recognizes the gap for school counselors in college access knowledge. Proposes a discussion about how to fill that gap.
 - Create a counselors' corner to meet the urgent need of providing some real time college access training
 - Explore a new counselor pre-conference
 - NCAN holds a new member roundtable. Potentially VCAN can create something similar for the VCAN conference, specifically targeting new providers with little to no training.

- Consider sponsoring one or two conference registrations or providing a discount; Incentivize this with a virtual passport t6 increase engagement in counselor corners or other training opportunities
- Lyons proposes creating an ad hoc committee for counselor outreach
 - Brittany Everett will chair
 - Erin McGrath, TeCarla Moore, Ashley Woodous, and Alex Johnston will participate
- Encourage board members to bring other issues to future meetings
- Next Meeting: TBD
 - Lyons will email to schedule all 2023 meetings
- Meeting adjourned
 - Anne Michie moves to adjourn meeting; Lyons Sanchezconcha seconds; Motion passes unanimously
 - Meeting adjourned at 10:33am