# ASFCCC Committee Meeting Summary

## August 29, 2024 @ 11:00 A.m. – 3:00 pm

## Location: ASCCC Conference Room – One Capitol Mall, suite 230

Attendance: Robert L. Stewart Jr. (President), Carlos Guerrero (Director), Christopher Howerton (Secretary) , Mitra Sapienza (Director), Kimberley Stiemke (Treasurer), Krystinne Mica (Executive Director), Tonya Davis, Amy Liao

1. Call to Order- The President called the meeting to order at 11:01am
2. Introductions/Check-Ins – Directors shared check-ins
3. Board Orientation- Mica provided an overview for returning and new directors.
   1. Role of Foundation Directors – Mica reminded the board of the expectations as board members which are similar to our responsibilities when serving as an ASCCC Executive Committee member. The foundation is its own organization although supports ASCCC. On the foundation website the various roles and responsibilities are delineated. Clarification on the role of the President, Secretary, Treasurer, Executive Director, and Directors. ASFCCC.com is the foundation website, the updated foundation website was shared with the directors. As part of our annual audits the foundation records are also reviewed.
   2. Review of Bylaws – Foundation bylaws are housed on the foundation website. Note on 5.2 that may need to be adjusted to match past practice of the appointment of secretary and treasurer. Last updated 2018.
   3. Relationship of ASFCCC to ASCCC -The ASCCC Rules does acknowledge the role of the foundation and connection with ASCCC. The Foundation shall exist at the will of the Academic Senate Board of Directors. There is a submission of an annual financial report to ASCCC and there are monthly reports that are made from the ASFCCC to ASCCC during the ASCCC Executive Committee Meetings by the foundation President.
   4. Reminder reimbursement for foundation work is a separate form than the one for ASCCC. The reimbursement form can be found on the foundation website.
   5. **ACTION**: A workgroup will be pulled together to make recommendations on updates to our foundation bylaws. Workgroup assignment will be made at a later date.
4. Election of Foundation Treasurer and Secretary - Kimberly Stiemke selected as our Treasure and Chrisotpher Howerton will serve as this year’s secretary.
5. Budget- The directors reviewed current financial statements and sought clarification on various line items.
   1. Current Budget (attachment) The directors reviewed our statement of financial position and statement of activity YTD 7/1/2024. The foundation currently has total liabilities and net assets of $190,353.93
   2. Goals for the 2024-25 Year
      1. We budgeted $60K in 23-24. The directors reviewed 10 year activity for the foundation as considering realistic, but ambitious goals for this year. It was observed that in the past we would primarily fundraise from our own faculty. Moving forward we should consider a wider net and build off the initial work from last year’s foundation work to seek larger sponsors and donations.
      2. It was shared with the directors that some “innovation scholarship” applications were used specifically for attending the curriculum institute. The directors may want to consider budgeting for scholarships for our summer institutes (curriculum and FLI)
      3. Aspirational goal of $101K- including the large sponsorships/ donations and other traditional donations.
      4. **ACTION: MOTION** (Howerton/Guerrero) The Foundation set an aspirational goal for $101K (10+1) for the 24-25 year (M/S/C)
6. Fundraising Efforts- Initial Discussion: WHAT IS OUR STORY to help communicate our purpose and market for outside donations? Working with past scholarship recipients as “ambassadors” in their communities to help share the work of the foundation and how it impacts faculty who serve local students and build community. As practitioners in the field to adapt and match the moment. State-wide effort.
   1. Giving Tuesday – December 3, 2024 – Approximately $350 was raised during the 23-24 year. This fundraising activity has been used as part of the innovation scholarship. Historically the amount received last year has been a typical draw from this endeavor.
      1. Marketing/messaging – Discussion: Innovation scholarship past recipients could provide an impact statements to help recruit.
      2. Goal of Giving Tuesday
   2. Corporate Donors (attachment)- The current draft letter is in need for update
      1. **ACTION:** **Carlos, Robert, and Krystinne** will work to revise this document to streamline and consider targeted communication for Districts/Colleges as well as a separate for corporate asks.
   3. Others? – Additional ideas on raffles, silent auctions, dinners, discount group events. Direct ask of colleges/districts for a sponsorship (min $1K) potentially offer premiums or display. Year-long area competition not just for Spring Plenary.
   4. **ACTION:** **The foundation President** will submit an ASCCC Executive Committee agenda item requesting parameters to allow the foundation to showcase various sponsors (i.e. publish on the Plenary program/ projection during general session, etc.)
   5. **Motion (**Guerrero/Stimeke): To begin area competitions in Fall term (M/S/C)
      1. **Action:** Work on a communication blast (similar to the ASCCC President’s Update) about area competition to push out prior to fall plenary. **Christopher will work with Krystinne** to draft this message and marketing.
   6. Fall Plenary – Activity/Fundraiser at Mulligans in Visalia and see if any local college/desert want to co-sponsor activity. “Fun socialization/networking vibe”
      1. Consideration of creating a package- sell tickets and keep organized as an event
      2. **Motion** to research and report back on Mulligans as an activity for the foundation during the Fall Plenary. **Tonya** will report back during next meeting.
7. Awards/Scholarships
   1. Fall Plenary Scholarships – November 7-9, 2024 Visalia ($10K)
   2. Other Organizations Conferences (non-ASCCC)
      1. Colegas Scholarships ($6K)– November 4-6, 2024 Sacramento (approved by last year’s Foundation Directors)
      2. A2Mend Scholarships ($6)– March 5-7, 2025 Los Angeles
      3. NANDI (Oct 3-4) ($6K) and APAHE ($6)– Motion (Stiemke/Sapienza) to add these two organization conferences to the list of annually supported conferences, and research if there is a Native American Conference such as (NAISA) Native American and Indigenous Studies Association to be added for annual awarding of scholarships. (M/S/C)
         1. The NANDI would require a quick turn around for marketing and prep the application for distribution.
      4. **Motion** (Howerton/Sapienza: To raise overall scholarship budget to $50k (M/S/C)
   3. Spring Plenary Scholarships – April 24-26, 2025 Irvine ($10K)
   4. Others?- Innovation Scholarships- The directors discussed how recipients can provide tangible follow-up with testimonials, presentations. participate in podcasts that promotes how foundation funds have impacted their work and ability to serve students and improve their faculty practice.
      1. **ACTION:** create an ad hoc workgroup to provide a recommendation on updates to the innovation scholarship, that application, rubric, and marketing recommendations. **Mita and Kimberley** will bring back recommendations during our next meeting. Amy will support by sharing the current word documents for this work.
8. Scheduling Future Meetings:
   1. 9/23/24 3pm-4:30pm (Virtual)
   2. 10/28/24 3:30pm-5pm (Virtual)
   3. 11/25/24 3:30pm-5pm (Virtual)
   4. 12/16/24 3:30pm-5pm (Virtual) – Will affirm Spring Meeting Dates
9. Adjournment – Meeting adjourned at 3:00pm