# ASFCCC Committee Meeting Summary

## december 16, 2024 @ 3:30 P.m. – 5:00 pm

## Location: ZOOM – <https://cccconfer.zoom.us/j/85940623389>

**(\* notes present)**

**Board Members**: Robert L. Stewart Jr. (President)\*, Carlos Guerrero\*, Christopher Howerton (Secretary)\*, Mitra Sapienza\*, Kimberley H. Stiemke (Treasurer)\*, Krystinne Mica\*

**Others in Attendance**:

1. Call to Order – Meeting called to order at 3:36pm
2. Approval of Agenda and Minutes –
	1. Agenda approval - **Sapienza, Guerrero (M/S/C) – Agenda approved**
	2. November Meeting MinutesApprova**l– (M/S/C) – 1 abstention. Minutes approved.**
3. ASFCCC Website Update/Process: Brief Discussion
	1. Question on how foundation directors could help/support with the currency of foundation information on our website that is used to as part of our efforts to attract outside donors was discussed. We are going live on the updated website this Friday (12/20/24). K. Mica shared a preview of our new foundation website. Will include more current information including the monthly ongoing donations and individual donations, and scholarships.
	2. Most current minutes will be updated by staff.
	3. Wordpress is the website software we are using. Any needed edits should go through Amy and/or Krystinne due to the limitation with the platform.
4. Donor Letter wrap up: Discussion
	1. The foundation President shared the status of the letter draft(s) and sought clarification if we intent to use one letter or have 4 separate letters. How do we want to list and promote the level donations? [Current Drafts](https://drive.google.com/drive/folders/1d2E4UoHTiZ3J_hKevgBEhhOc9YEjB_CI)
	2. Directors discussed the levels for donations and the access to our events that is similar or different than current ASCCC sponsorship packets.
	3. The committee discussed clarification on terms “sponsorship” vs “partnership”
	4. NEXT STEPS – Clarify on expanding sponsorship for those who are not planning on attending our ASCCC events. If we cannot get agreement, we will still need to send out the general donation letters. To finalize the letter, there is agreement to include levels and allow staff to format as appropriate. Future work to create a master list of additional targets for donation asks which align with our mission.
	5. **ACTION:** A final sponsorship letter will be formatted and inspired by the shared LGBTQ+ Summit recruitment letter. Content approved by the foundation directors. Final version of the letter will be shared with the directors prior to distribution. Letter will be finalized in January with staff.
5. Renew LGBTQIA+ summit at the Silver level ($2500) – **ACTION sponsor at the silver level Howerton/Guerrero (M/S/C)**
6. Report and Updates:
	1. Foundation By-Laws Workgroup: Update – Krystinne sent a google link with clean up language. Still open for edits, we will agendize for a second read next month for considered adoption.
	2. Area Competition/Fundraising Efforts: Update – Current balance of $182,090 total in our foundation account. We will receive area fundraising totals later.
	3. Native American Conference – The directors will continue to research and consider options prior to our January meeting. Carlos and Mitra will share with the directors some information of previous conferences, such as [NAISA](https://convention2.allacademic.com/one/naisa/naisa25/) and [NACRI](https://nacri.institute/cic)
	4. Innovation Scholarship: Update (Do we want to continue to pursue this?) Mitra and Kimberley shared concerns with the inaccuracy of “innovation” in the description for the scholarship. The long term goal would be to consider developing a true “innovation scholarship” to offer “seed money” or “ to support implementation”. Both of these would require additional rubrics, accountability, and impact to others in support and in alignment with our mission and faculty professional learning. **ACTION:** To rename this scholarship and application. The workgroup will suggest a name and description to align with current practice. Directors also discussed the need for accountability and ways that scholarship recipients can report our or present. The workgroup will bring a recommendation in February. Current Draft Version shared at meeting.
7. Reminder: Awards/Scholarships: - **MOTION**: **Demographic data will continue to be collected for scholarship applications; however this information** **will need to be redact for reviewers going forward. (Sapienza, Stiemke) (M/S/C)**
	1. A2Mend Scholarships – March 5-7, 2025 Los Angeles
	2. Spring Plenary Scholarships – April 24-26, 2025 Irvine
	3. APAHE – April 10-11, 2025 Oakland
	4. Native American Conference: Decision?
8. New Business – Spring Meeting Dates: Jan-May/June 2025 – these items will be discussed in January
	1. Spring Meeting Dates: Jan-May/June – **A Doodle poll will be sent to set spring dates**.
	2. Spring Plenary Self-Care Lounge/Foundation Shredders
	3. Job Descriptions for Foundation Directors
	4. Gala event
9. Adjournment – Meeting adjourned at 5:03pm.