

UAACCE BOARD MINUTES

July 7, 2011

IVC Broadcast Meeting

Present: Sandi Grant, Heather Young, Kaye White, Lory Curtis, Tracy Moore

Excused: Tyson Smith, Gayle Mahler, Claudia Thorum, Nikki Lovell, Ann Kane

Present by Phone: Janet O'Riley

Absent: Jenna Duncan,

Assignments	Due Date	Responsible Party
Newsletter Articles	Aug. 12th	Adult Education Report Corrections Report Continuing Education Report Community Education Report Board Bios for each edition UAACCE Conference Article
Richard Cooper, Bio, Preconference	ASAP	Tracy
Award Nominations	ASAP	Sandi
Board Nominations	ASAP	Sandi
New Board Members	ASAP	Everyone

MINUTES

Heather called the meeting to order at 9:20 AM.

CONFERENCE– Kaye moved that we maintain 4 Breakout Sessions, as last year. Tracy seconded.
Motion passed

CONFERENCE SCHEDULE: 7:30 – 830 am Registration

8:30 – 9:30 am	Key Note Speaker Richard Cooper
9:30 – 10:00 am	Break and Vendor visits
10:00 – 11:00 am	Breakout Session #1
11:00 – 11:10 am	Change Breakout Sessions
11:10 am – 12:10 pm	Breakout Session #2
12:15 – 1:30 pm	Lunch, Keynote (to be named), Vendor visits
1:30 – 2:30 pm	Breakout Session #3
2:30 – 3:00 pm	Break and Vendor visits
3:00 – 4:00 pm	Breakout Session #4
4:00 – 4:10 pm	Reassemble for Closing
4:10 pm	Closing, Awards, Bid Baskets, Drawings

SPEAKERS: Richard Cooper will do a Preconference Thursday night on teaching math differently – 3-4 hours, cost \$50 per person including dinner. Friday he will be the Opening Keynote Speaker and will do a Breakout Session.

BOARD MEMBERS: A discussion was held about Board members attending the preconference and conference. Kaye moved that UAACCE pay for the Board to stay on Thursday Night, to be available for the preconference, putting packets together, and ready for Friday. Sandi seconded and the Motion Passed. UAACCE will pay for Thursday night for all Board members attending. Please make your reservations as soon as possible as the window closes in September.

BREAKOUT SESSIONS: Tracy moved that if Vendors would like to present, it was possible and that the Board would screen the presentations. Kaye seconded, the motion passed. Possible breakout sessions were discussed and the following were some of the suggestions (We will need 16 Breakouts):

- GED – New changes and updates
- Vendor presentations will be screened
- Computer Aided Instruction
- Using Social Networking
- Highlight exceptional programs
- Transitions to adult education, post-secondary and/or training
- Community Schools
- Zumba class for an afternoon activity breakout
- UHEA new reports and training on how to complete
- ESOL training
- Stress Reduction

Possibly asking Gary Wixom (now retired) or someone on his level to speak
Organizational Skills
Richard Cooper – Teaching English or Reading Differently

We would like to wrap-up all the Breakouts by August 12th if possible.

LUNCH KEYNOTE: Lory is still working the U.S. Department of Education, the Laytons will be out of town, other suggestions are needed.

MARKETING: It was suggested that we market to Developmental Education, Adult Education, Community Education, Continuing Education, and the Afterschool Programs. Janet will look into having Zermatt give us a door prize for those that attend the Preconference. Tracy will set up golf for Thursday afternoon. We will need to do some mass mailing and the newsletter has to get out—so please send Sandi your articles.

PROGRAM: Kaye will oversee the program development, Kimberly has agreed to do the graphics – both will need information. Ann and Granite Peaks will set-up registration and payments, etc. The Call for Presenters is now online. Those filling out the form can do so online and the finished form will be emailed to Lory.

New BOARD MEMBERS -- Heather noted that Ralph, Katrina and Alice would be leaving the Board; we will need a formal letter of resignation and they will need to be replaced. Please look for individuals that could replace these people on the Board. Ralph's term ends in 2013; Katrina's term ends 2012; and Alice is a liaison. In addition we have term ending for the following members: Jenna Duncan, Gayle Mahler, and Claudia Thorum. This means we will need a minimum of 6 people on the Ballot. Please look around for those who might be interested in serving.

Meeting adjourned at 11:30 AM

Next Meeting: August 12, 2011 in Ogden – Heather will send out the details.