



Foundation Academic Angels Committee Meeting

Minutes for Tuesday, November 10, 2020

2:00PM

Meeting Participants

Committee Members Present

Marge Dodge (Chair), Norma Castaneda and Jane Saltonstall

Non-Voting Committee Members Present

Roberta Duke-Jennings and Linda Weakley

Committee Members Not Present

Christine Anderson, Cynthia Cottrell and Nancy Harris

Guest(s)

Catherine Abbott, Gailya Brown, Bill Chunowitz, Matthew Durkan and Amanda McCarthy

Recorder

Eve-Marie Dehondt

Meeting Minutes

1. Call to Order/Roll Call

The meeting was called to order at 2:03PM. Marge Dodge introduced Roberta Duke-Jennings who just joined the Committee to the Committee members.

2. Action Items

2.1 Approval of Agenda: Foundation Academic Angels Committee Meeting of November 10, 2020 Agenda: Pursuant to Government Code Section 54954.2(b)(2), the Committee may take action on items of business not appearing on the posted agenda, upon a determination by a two-thirds vote of the members of the legislative body present at the meeting, or, if less than two-thirds of the

members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the local agency subsequent to the agenda being posted as specified in subdivision (a).

2.1 Confirmation of Agenda: Approval of Agenda for the Academic Angels Committee Meeting of November 10, 2020 with any addition, correction or deletions.

2.1 Conclusion

Linda Weakley moved to approve the agenda as presented, Roberta Duke-Jennings seconded.

Motion carried.

2.1 Follow-up Items	2.1 Task of	2.1 Due by
None	None	None

3. Minutes

3.1 Approval of the Academic Angels Committee Meeting Minutes of October 6, 2020

The minutes were approved as presented.

4. Comments from the Public

3. 1 Comments From The Public: Comments from the Public: In accordance with Executive Order N-25-20 and guidance from the California Department of Public Health on gatherings, remote public participation is allowed and will be accepted by email until November 9, 2020 at 5PM to codfoundation@collegeofthedesert.edu and read into the record during public comment.

There were no comments from the public received.

5. Discussion Items

5.1 Youth Leadership Program

5.1.1 Sponsorship Package

Marge Dodge and Catherine Abbott provided background on the Youth Leadership Program to Roberta Duke-Jennings who recently joined the Committee.

Catherine Abbott presented the sponsorship package created for the program, which was sent to Leadership Coachella Valley for their review.

5.1.2 Outline of Program

Catherine Abbott presented the outline of the program to the Committee members, which clarified what the process will be for this program, and who would be managing the various steps to be taken.

Catherine Abbott explained that the first year of this program would begin in the fall of 2021 and be a pilot project with 3 to 6 students. The following year, Leadership Coachella Valley expects to increase it to potentially 10 students.

5.1 Conclusion

The Committee discussed how the Academic Angels could be involved through the application process by hosting some of the training, to be given by Linda Weakley on Conflict Resolution, or on Interview and Resume Skills and Techniques by Norma Castaneda, or any other topics not regularly covered by the program. Norma Castaneda indicated that her organization has a dedicated training area available for students if needed.

The Academic Angels could be part of the selecting committee by reviewing and scoring the essays written by the students in their applications. Finally, they could be mentoring the students by supporting them on the completion of their Capstone Projects (paper writing and presentations), which give students the opportunity to talk about what they learned in the program and the value of Leadership Coachella Valley.

The Committee agreed to start fundraising at the beginning of 2021. Catherine Abbott and Gailya Brown will be working with the College to promote the program to students before the end of the spring semester and to figure out how students will be able to obtain credits for this program. They will also be working with Leadership Coachella on how they are expecting the program to unfold.

The Committee discussed the allocation of funds to be raised for this program, and any additional funds raised above the original target would be applied to the general annual campaign, under the Student Success' pillar.

Norma Castaneda suggested organizing a freshman seminar for students that are lacking basic resume skills. Catherine Abbott will investigate whether this already exists, and discuss further this program with the Faculty at the College.

5.1 Follow-up Items	5.1 Task of	5.1 Due by
Catherine Abbott will work with Linda Weakley and Norma Castaneda on the program curriculum to include training options on Conflict Resolution, or on Interview Skills and Techniques.	Catherine Abbott/Linda Weakley/Norma Castaneda	January 2021
Catherine Abbott and Gailya Brown will be working with the College to promote the program to students before the end of the spring semester and to figure out how students will be able to obtain credits for this program.	Catherine Abbott	January 2021

5.2 Academic Angels Supporting the President’s Circle Committee Update

Marge Dodge and Catherine Abbott provided background on the President’s Circle Canapés and Cocktails virtual event scheduled on December 9, 2020 at 4:45PM via Zoom. They invited the Committee members who are not President’s Circle Members to attend, as this would give them a feel of what the President’s Circle is doing, as the Academic Angels are planning to partner with them.

5.2 Follow-up Items	5.2 Task of	5.2 Due by

5.3 Membership Renewal Letter

The Committee reviewed the draft Membership Renewal letters to current and lapsed Academic Angels and agreed to add a note indicating that the January 14 event at Cuistot could become a virtual event, pending the County restrictions regarding COVID 19 in January 2021.

5.3 Conclusion

Amanda McCarthy will pull the list of Academic Angels from the database and send it to Marge Dodge, for her to cross-reference with the members listed in the Academic Angels book for the final list of members to be created.

Amanda McCarthy will provide a mock of the email blast, including the Academic Angels Donation form from 2020-2021, to the Committee for their review. This will be sent to all the members via Constant Contact once approved by the Committee members and by the College’s Office of Instructional advancement for branding

purposes. Academic Angels Members who have opted out of Constant Contact will be invited to renew their membership by mail.

5.3 Follow-up Items	5.3 Task of	5.3 Due by
Eve-Marie Dehondt will update the draft letter to indicate that the event could become virtual, pending the County restrictions regarding COVID-19 in January.	Eve-Marie Dehondt	November 11, 2020
Amanda McCarthy will pull the list of Academic Angels from the database and send it to Marge Dodge, for her to cross-reference with the members listed in the Academic Angels book.	Amanda McCarthy/Marge Dodge	November 17, 2020
Amanda McCarthy will provide a mock of the email blast, including the Academic Angels Donation form from 2020-2021, to the Committee for their review.	Amanda McCarthy	November 17, 2020

5.3 Thank You Event at Cuistot on January 14, 2021

The Committee discussed the Thank You Event at Cuistot scheduled for January 14, 2021. Pending the County’s Restrictions with COVID-19, the Committee discussed the possibility to host this event virtually.

The Committee reviewed the proposed menu provided by Cuistot and agreed to ask the restaurant to decrease the list of food options available, for the cost to be at a maximum of \$50 per person, all-inclusive (taxes and gratuity). Marge Dodge will reach out to Cuistot in that regards.

Should the event take place in person, this will be hosted outdoor and participants will be required to wear masks and to follow proper social distancing. The Committee will discuss the preparation of this event further at their next meeting.

5.4 Follow-up Items	5.4 Task of	5.4 Due by
Marge Dodge will reach out to Cuistot to decrease the list of options available, for the	Marge Dodge	December 2020

cost to be at a maximum of 50\$ per person, all-inclusive (taxes and gratuity).		
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6. Adjournment

The Committee Chair adjourned the meeting at 3:04 PM.

Next Meeting:

Tuesday, December 8, 2020, 2:00 PM - Zoom