

Position: President
Name: Shelly Clark
Host Institution: Western Oregon University

Accomplishments:

- Worked with Helms-Briscoe and the Local Arrangements Committee to select a new location for the 2019 Conference. We negotiated a very competitive contract.
- Oversaw the voting process to increase our membership fees.
- Worked with Aimee to revamp our FY19 budget after needing to relocate our Annual Conference.
- Attended ACUHO-I in Denver, Colorado. I took the lead on organizing a delightful “Mega-Regional Reception”. The Reception included participants from: NWACUHO, AIMHO, WACUHO, and the RLPA.
- Janie and I actively worked at ACUHO-I to recruit new vendors and to articulate our new dates to our recurring vendors.
- Janie and I presented information and discussion points to the other Regional Presidents on Member Misconduct/Sexual Misconduct statements.
- Served as a judge for the ACUHO-I Case Study competition.
- Signed the ACUHO-I Affiliation Agreement. Spent time with Shelia and Mary to ensuring that we were on the same page with our agreements.
- Updated the affiliation agreement with PACURH. Worked with WACUHO to ensure that there was consistency between PACURH’s agreement with both of our organizations.
- Worked with AIMHO to make the transition from Guidebook to Sched for their Annual Conference.
- Met with Mahlum in July to secure a space to meet for our Board Meeting and Annual Conference, as well as create additional partnerships with Mahlum and our not-for-profit connection of Girls on the Run.
- Did research across institutions as well as Associations to determine how they were providing open captioning options at conferences/activities of the Associations.

In Progress:

- Working with the Portland Hilton to finalize all of our data/technology needs for our Annual Conference.
- I will be attending AIMHO in November representing NWACUHO. I will be attending the AIMHO Connections, and will be serving as a Case Study judge. I will also be actively recruiting vendors for our annual conference.
- Working with AIMHO as the make progress on signing with Helms Briscoe.
- Working with the Board to move forward our Associations Master Plan.
- Continued work with the 2019 Conference.
- Connecting with SHOs to encourage their involvement and attendance at our Annual Conference and in our Associations activities.

Ongoing:

- Connecting with members across the region to encourage involvement at all levels in our Association.
- Ensuring our Board is supported and empowered in their work for our Association.
- Supporting Committee Work and Involvement.
- Encouraging Corporate Partnership and “selling” our 2019 Conference.

Position: President-Elect

Name: Janie Sacco

Host Institution: Saint Martin’s University

Accomplishments:

- Attended the 2018 ACUHO-I Annual Conference and volunteered as an evaluator for the case study competition
- Went on additional site visits (8 total venues) in preparation for the 2020 Annual Conference.
- Worked with Aimee to develop a draft of the 2020 budget for the October board meeting.
- Worked with Helms-Briscoe to finalize the 2020 Annual Conference in Bellevue, WA.
- Shelly and I actively worked at ACUHO-I to recruit new vendors and to articulate our new dates to our recurring vendors for Portland 2019.
- Shelly and I presented information and discussion points to the other Regional Presidents on Member Misconduct/Sexual Misconduct statements.
- Signed the ACUHO-I Affiliation Agreement.
- Selected the 2019 programming taskforce and met with members to discuss the program proposal process and advertising.
- Updated the conference programming website to reflect current information.

In Progress:

- Adding to the online board training process by developing an online module for the President-Elect position
- Overseeing the Local Arrangements Team selection process for the 2020 conference
- Working with the Board to move forward our Associations Master Plan specifically regarding diversity and inclusion, board involvement, and financial forecasting.
- Continued work with the 2020 Conference.
- Develop a member engagement information sheet

Ongoing:

- Attending monthly regional leaderships
- Connect with colleagues around the region and serve as a resource
- Review monthly budget statements for the region
- Solicit applicants for program proposals for the 2019 conference

Position: Past-President

Name: Brian Kerrick

Host Institution: University of Washington

Year: 2018

Accomplishments:

- Completed analysis for future board restructure that addressed several needs within the association. At the recommendation of the board, provided these notes for next year's administration to review and implement.
- Reverted the elections model from in-person to remote-vote effective for the February 2019 annual conference
- Recruitment of the 2019 Awards and Scholarship task force
- Launch of all awards, scholarship and elections information and associated online resources on our website

In Progress:

- Development of the case study for the 2019 Annual Conference
- Collection of award, scholarship and election nominations ahead of the December 3rd deadline

Ongoing:

- Supporting the President on the execution of the 2019 Annual Conference

Position: Communications Director

Name: Olivia Stankey

Host Institution: University of Oregon

Accomplishments:

- Worked with Technology Director to update the blog features, most notably that the Soundings Blog now scrolls like a blog
- Coordinate with President and Technology Director around communications for upcoming annual conference
- Worked with Janie to create a member engagement information sheet

In Progress:

- 2019 Annual Conference Social Media
 - Scholarships
 - Elections
 - Registration
 - Location
 - Committee Involvement

- o and More!

Ongoing:

- Ongoing Social Media presence
 - Highlight Board Member and Committee Work, Initiatives, and Outreach
 - Weekly Job Post Review
 - Soundings Blog Promotion and Author Recruitment
 - First Friday Webinar promotion
- Live Tweet the First Friday Webinar each month
- Communications Committee Strategic Plan

Position: Technology Director
Name: Laura Lambeth
Host Institution: Oregon State University
Year: 2018

Goals for Position:

- Complete email migration, data management plan for the association, and manual for Technology Director so the next person in the role has a detailed way to step into the role.
- Complete MailChimp templates for state and provincial representative use.
- Complete a manual for setting up Sched as our new conference schedule management tool (Guidebook no longer at a cost that is valuable for the service).

Positional Accomplishments:

- In collaboration with Communications Director, moved quarterly reports to MailChimp from Issuu, which was no longer a free service.
- Created a Board Reports webpage for accessible document storage
- Refined Google for Business accounts and apps for association use, including email accounts for volunteers and board members, storage, messaging, video meetings, listservs/email groups, and document sharing.
- Conference registration and event details completed in RegOnline and on website.

Ideas for Future Progress:

- When NWACUHO's GoDaddy account ends, look at switching domain hosting to Wix or another service with non-profit price offerings.
- Incorporate "Add to Calendar" options for First Friday Webinars (used AddEvent successfully in 2017), drive ins, and conference events that are streamed online.
- Purchase a high-resolution camera for better quality in streamed content for conferences.

Biggest Learning Moments/Advice for Upcoming Year:

- Plan out two weeks of testing for the board or small pilot group to go through before membership or conference registration goes live; one week wasn't enough time.
- Do everything possible to keep work or personal responsibilities at a minimum during In-person board meetings. These meetings are the best way to build relationships with other board members and offer opportunity to dive into the work without distraction.

Position: Treasurer
Name: Aimee Scrivens
Host Institution: Oregon State University

Accomplishments:

- Revised 2019 Budget to reflect pricing for new Portland, OR conference location and received board approval vote
- Reconciled 2018 fiscal year revenue and expenses and ended year with \$113,875 in total assets and \$12,383 in overall revenue for the year.
- Submitted Fiscal Year 2018 tax paperwork to CPA for review
- Institutional membership rates have been updated for 2019

In Progress:

- Review and assess board member support from association for travel expenses in order to reduce barriers to diverse board involvement
- Create cost benefit analysis of programs and services by documenting total cost of participation for each provided service
- Developing 2020 budget with President-Elect Janie Sacco

Ongoing:

- Complete monthly reconciliation of accounts including checking, savings, merchant account, and Regonline transactions
- Review quarterly endowment fund statements. Current fund balance is \$30,241.44 with our first withdrawal in 2019.
- Ensure invoices are paid from association business.

Position: Corporate Relations Director
Name: Noah Hurley
Host Institution: Southern Oregon University
Year: Fall 2018

Goals for Position:

- Increase the financial commitment from our corporate partners
- Work on vendors in increasing their sponsorship levels
- Having better relationships with the vendors in both service and conference experience

- Steadily increasing our sponsorship from corporate sponsors
- Recruit sponsors that are new to our association but would benefit our field-- in software, architects, furniture, etc.

Positional Accomplishments:

- Create a vendor list that is both informative and functional that can be used by future Corporate Relations Directors for recruitment, historical knowledge, and as a database for quick check-ins
- Secured a future platinum vendor in Mahlum Architects
- Have a great start on corporate sponsors and vendors

Ideas for Future Progress:

- Get phone calls scheduled with vendors that are resistant or ignore their emails
- Work with the Diversity Committee on increasing the diversity of the vendors and sponsors
- Improve/tweak the Mid-Level challenge with vendors

Biggest Learning Moments/Advice for Upcoming Year:

- Stay on top of emails
- Block time off on calendar or it won't magically open up
- Get the website polished and THEN guide vendors to it

Position: Washington State Representative

Name: Jessica Rashid

Host Institution: University of Washington

Accomplishments:

- Supported a member-led initiative to host NWACUHO's first web roundtable discussion in WA state regarding SB6582
- Supported the Professional Development Committee as board liaison, meeting with committee chair monthly

In Progress:

- Completing update of membership rosters
- Working with Professional Development Committee as board liaison to pre-record First Friday Webinars to enable closed-captioning and increase accessibility to this professional development resource
- Recruiting members to present First Friday Webinars
- Recruiting Washington institutions who are not current members of NWACUHO; reaching out to past member institutions to encourage re-affiliation
- Supporting 2020 Annual Conference in WA through outreach to WA membership regarding participation in Local Arrangements Committee

Ongoing:

- Find specific ways to support the Master Plan

- Work to increase communication with Washington state members

Position: Oregon Representative
Name: Silvina Sousa-Ransford
Host Institution: University of Oregon

Accomplishments:

- Continue to assist the Local Arrangements Committee with the upcoming annual conference planning in Portland.
- Secured keynote speaker - Dr. Debra Thompson.

In Progress:

- Continue to assist the Local Arrangement Committee with the upcoming conference in Portland.
- Reach out to the Oregon members to encourage involvement with upcoming conference and Portland– 2019.
- Local Host Committee – Portland 2019
- Update membership rosters for member institutions
- Encourage new institutional memberships
- Provide support to Master Plan development

Ideas for Future Progress:

- Develop templates for communication with members through Mailchimp.
- Grow membership and engagement with members

Biggest Learning Moments/Advice for Upcoming Year:

- Time. There is so much going on within our professional positions. But there should always be time to connect with peers and develop a support network.

Position: BC Representative & Acting Alberta Representative
Name: Christine Zapisocki
Host Institution: University of The Fraser Valley
Year: 2018

Goals for Position:

- Recruit a chair and members for the Engagement Committee
- Establish goals and objectives with the Engagement Committee
- Review mentor program, develop strategies for promoting the program and recruiting mentors
- Review and update professional development sessions in classroom
- Familiarize myself with the Associations strategic goals that relate to membership engagement and work with the engagement committee to complete the goals
- Promote Alberta Representative position to Alberta Institutes
- Build relationships with members from BC and Alberta institutes
- Represent NWACUHO on the Residence Life Professional Association Board

Positional Accomplishments:

- Secured commitments from University of Calgary and Mount Royal University to be local hosts for the 2020 Conference
- Bob Lambert of Mount Royal University is considering accepting a nomination for the President Elect Position
- Dillon Andrus of Red Deer College considering accepting a nomination for the Alberta Representative position
- Begun building a relationship with Capilano University (they now have student housing) and waiting to hear from Chad Johnstone about becoming involved with the Engagement Committee
- Represented NWACUHO at the in person RLPA Board Meeting in July, and at the Fall General Meeting
- Resigned as Alberta Representative and took on BC Representative position

Ideas for Future Progress:

- Focus on BC Schools and the Engagement Committee