

**Metropolitan Education Commission
Regional College Access Center
Oversight Subcommittee Meeting Minutes**

Friday, August 28, 2015, 7:30 a.m.
MEC Office, 930 E. Broadway Blvd. Tucson, AZ

Members present: Pat Wiedhopf (Chair), Dr. June Webb-Vignery, David Rodriguez, Amber Mathewson, Rafael Meza, Arlene Benavidez.

Members absent: James Cook, Guillermo Figueroa, Vicky Mullins, Dr. Daisy Rodriguez Pitel

Non-members present: Felicia Ramirez, Ed Nossem.

1.0 CALL TO ORDER – PAT WIEDHOPF

The meeting was called to order at 8:30 a.m.

2.0 ROLL CALL – PAT WIEDHOPF

The Roll Call was conducted; a Quorum was present.

3.0 PLEDGE OF ALLEGIANCE – PAT WIEDHOPF

The Pledge of Allegiance to the United States of America was recited by all attendees.

4.0 WELCOME & INTRODUCTIONS – PAT WIEDHOPF

RCAC Coordinator David Rodriguez welcomed everyone to the meeting and began introductions of attendees. David outlined the MEC and RCAC's function and mission.

5.0 RCAC STRATEGIC PLAN FOR SUATAINABILITY – DR. JUNE WEBB-VIGNERY

The attendees examined the draft Logic Modal for Sustainability for suggestions; it was decided that some additions should be made: **Inputs** – Student Ambassadors and YAC/TTC members were added; **Activities** – Student Ambassador and student client stories was added; **Outputs** - Reception for 24 Student Ambassadors with business, education, and elected officials was added.

It was suggested that the YAC/TTC members can promote the RCAC to their fellow students and to others. We must be careful, however, in the ways that the YAC/TTC are engaged in any activities that are outside their purview, such as fundraising activities. We will have a Student Ambassador make a presentation to the YAC/TTC to educate them about their activities.

Social media should be utilized to promote the RCAC. Representatives from Channel 13 will be meeting with David, and they may want to help promote. David suggested that Bryan O'Neal could produce a video that can be shown to Chambers of Commerce and other groups. This would include student testimonials and personal stories.

Fundraising Letter/Annual Appeal:

The Annual Appeal letter was discussed, with various changes suggested. Dr. Webb-Vignery suggested that the MEC Commissioners be listed in the left-hand margin, and offered to reformat the existing letter.

It is important to “ask” for donations several times in the text of the letter, and also to demonstrate the value of making donations. This letter will be given to the MEC Commissioners both physically, with donation envelopes, and electronically, to be distributed to at least 5 of their constituents. The Annual Appeal letter suggests donations to support all of the MEC’s programs; we need a separate letter for RCAC-specific donations highlighting the benefits of postsecondary education.

The letter will be sent to the various Chambers of Commerce (Kirt Ijams and Nancy Montoya met with the Oro Valley Chamber to discuss funding for funding of a Student Ambassador for the Amphitheater School District, and arranged for a donation from the Hispanic Chamber). Rafael Meza suggested that the letter be concise, and that we should contact individuals as well as organizations, such as former YAC/TTC students. We can also ask previous donors if they have any contacts for other potential donors. He said that the crowd funding concept can work, lots of small donations will add up. Tax credits should always be mentioned. The RCAC fundraising goal should take into account the RCAC budget, and factor in growth in staff and resources needed.

VIP Reception/Fundraising Kickoff:

It was suggested that we hold a fundraising kickoff event, wherein we will invite VIP’s to the MEC office and give a presentation on our programs and fundraising activities. We will invite educators, business people, and some elected officials – the Co-Chairs of the RCAC (Mayor Rothschild & Richard Elias), school superintendents, and others. This will be an Open House, grass-roots event. We will ask Dr. Robert Breault to assist in contacting the business community and his Ivy League alumni contacts. This event should take place soon because all of the 2015-2016 MEC activities are just starting. **Thursday, October 29th, 2015** is the target date for the Reception. We will have David Rodriguez present on the RCAC, and Student Ambassadors present on the Student Ambassador program. We can also tie in the MEC, Pima County, and City of Tucson Resolutions on Education Funding, MEC initiatives, and Support for Postsecondary Options in the appeal for donations.

6.0 NEXT MEETING

The next meeting of the RCAC Oversight Committee will take place on Monday, September 14, 2015, 7:30 a.m.

7.0 ADJOURNMENT

Motion: Rafael Meza
Second: Amber Mathewson
Motion approved unanimously.

Meeting adjourned at 8:50 a.m.