

CSI Leadership Retreat Minutes

May 15, 2008 – 4 pm – 7 pm

Cheryl Pence's Home

Present: Eric Davis, Cheryl Pence, Lauren Reid, Isabel Thompson, Lauren Shure, Karen Pearson, Dr. Fallon, Whitney Nobles, Edie Siemann.

Welcome

- Eric welcomed everyone, handed out an “areas of interest” meeting outline with inspirational quotes and read Michael Brubaker’s observations of the Beta Chapter’s past year and future considerations. One key suggestion was that we be diligent in documenting our activities and accomplishments “for the record” - - so that we may better articulate our achievements at the national level. Current activities we may want to consider documenting (who, what, when and where) include: the creation of the newsletter and the reconfiguration of the website.
- Eric then invited everyone to comment on their roles as they see them in the coming year together with their goals and ideas for the Beta Chapter.

Summary of Committee Members’ Comments

Cheryl Pence

- Sees part of her role as, President Elect, to encourage students to join CSI through communicating the value of beginning the practice of professional development now.
- Soliciting testimonials from CSI members Andrew Hurley, Isabel Thompson, Erin and Sara about their experience in leadership may be useful in communicating the value of being a CSI member to the student population. Testimonials may be published in the newsletter, on the website and posted on the bulletin board.
- Would like to see a master calendar in place so that there is time to plan and involve members in events and CSI activities. This would streamline budgeting and permit time for committee chairs to work with committee members and recruit volunteers for projects and events.
- Would like to set up a speaker’s series to include professional P&I topics (Baker-Act, Marchman-Act, child abuse reporting, advocacy, professional involvement), self-care or other things not covered in academic classes but pertinent to future counselor’s professional development.

Isabel Thompson

- Sees her role as Treasurer as working closely with the Fundraising committee.
- Would like to establish the Wellness event (a self care speakers’ series). Discussion ensued about how this might be a low key fundraiser, inviting community members to attend for a fee of perhaps \$5.

Laura Reid

- Agreed to chair the Awards committee and the Travel Grant Committee which are similar in their function in addition to her role as Community outreach chair.
- Would like to work on a community outreach project partnering with organizations in the community (e.g. Bill Goodman's Family Financial Aid project, Challenge day with the schools, Home Van, MS Walk, and, per Dr. Fallon - talking with Jan Zack at the United Way would help to determine which agencies are in the greatest need given the recent State budget cuts.

Dr. Fallon

- Spoke positively about how far CSI has come and encouraged us to continue the positive work.
- Suggested the home van grassroots outreach as a potential community project.
- Invited us to personally invite faculty to events, since many of them are not on the listserv. She encouraged the Presidents of CSI & CSJ to also attend faculty meetings to improve faculty-student connection.
- Informed us that Candy was working on a database that will allow us have easier access in communicating with alumni.

Lauren Shure

- Attended this retreat to update us on what she planned to do for the Community/town hall meeting (a CSJ and CSI collaboration) which will allow students to have a voice related to their thoughts and feelings about the program and their experiences in it.
- Informed us that she planned to put a topic suggestion box in the counselor ed. office to encourage students to suggest topics that perhaps might be difficult to raise in the actual meeting. The anonymity may facilitate more open discussions on topics that may be perceived as sensitive.
- There was discussion about President Machen's announced budget cuts and anticipation of what that might mean for the counselor ed. program.
- Everyone agreed that communicating on that topic with students during the summer would be an appropriate and needed first Town Meeting.
- A second Town Hall meeting could focus on other topics of interest to students.

Karen Pearson

- Provided advice on meeting time management (e.g. the use of the consent agenda so as to more expediently handle committee reports).
- As the incoming President of FCA, she offered her assistance to the Beta Chapter, encouraging student participation as both presenters and volunteers (resulting in a

reduced rate in conference fees) at the conference in Daytona. She invited Eric to consider facilitating a state wide CSI event at the meeting. Eric will contact the regional co-coordinator and explore this possibility.

- And as an alum of the program she agreed to help where she can related to the speaker series, as a participant, and/or facilitating topics/speakers (e.g. on the topic of lobbying).

Eric Davis

- Facilitate leadership of CSI membership, and encourage further development of committees by committee chairs (see current committee list below).
- Suggested that monthly meetings to be scheduled on Wednesdays at 5 or 6 pm, implementing the consent agenda, whereby committees submit their reports electronically, prior to the meeting, so as the reports may be reviewed before the meeting.
- Consider having the first half of the hour long meeting be executive committee focused with anyone wanting to attend being there and the second half to be general - - also, committee meeting chairs may choose to hold their meetings before or after the Beta meeting.

Committees and Chairs

- Membership and Newsletter Editor – Andrew Hurley
- Social & Mentorship Committee – Andrew Hurley
- Awards and Travel Grant – Laura Reid
- Community Outreach – Laura Reid
- Fundraising – Stefanie Bero and Millie Harris
- Community/Town Meeting – Lauren Shure (CSJ)
- Bulletin Board – Lauren Shannonhouse
- Professional Development - Megan Scharett
- Events: Graduation, departmental pot lucks -
- Nominations Committee – Michael Brubaker

Eddie Siemann

- To bring my organizational skills (my “J” ness) to my role as secretary

- To follow up on Michael's recommendation that we document accomplishments – Who what when where's,
- Create a master calendar of CSI checking in with Candy on the department events to ensure that CSI dates do not conflict with other major events.

Whitney Nobles

- Advised Edie on the role of the secretary to include advice on areas to work on, based on last year's activities (e.g. increased documentation and communications between Beta and national)
- Offered to assist in whatever way she can help. Everyone agreed that her role as a consultant will be of great benefit to the Beta chapter.
- Assist in communicating the value of CSI membership to students at the masters and doctoral levels, from a professional development standpoint.

Website

- Eric Thompson is in the process of redoing the Beta Chapter website. Our plans are to include a more user friendly format (newsletter in pdf) and offer more helpful information:
 - Annual calendar (CSI meetings, graduation ceremony, professional development speakers/conference, dept pot lucks, fundraisers, community service opportunities, state/national conferences, CSI Int'l deadlines, awards & grant deadlines, nominations, community meeting, etc..) and list the person & email responsible for each event so students can contact them directly.
 - List of all Committee Chairs with description of committee responsibilities and contact info to encourage students to join where they are interested.
 - Benefits of membership (can use ACA or CSI Int'l as a template)
 - Testimonials of leadership development and how students benefited from their leadership roles (Sarah M, Erin C, Karen P)

Thank you Cheryl for hosting this retreat in your lovely home! - - and the snacks and dinner were wonderful! Thank you all...

Next meeting: A planning retreat with CSI leadership to include all committee chairs and the CSI executive committee - late summer/early fall- possibly at Lake Wauberg.