

C-NAfME Board Meeting

June 4, 2016 Friends University

Fern Stevermer, C-NAfME President Robin Liston, Collegiate Advisor





June Board Meeting June 4, 2016 Friends University Wichita, Kansas 1:00 PM

Agenda

I.Call To Order

II.Approval of Minutes							. pg 4
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III.Introductions/Announcements

A. The CNAfME 2015-16 Executive Board. .

a) Fern Stevermer, NAfME Collegiate President (University of Kansas)

b) Panya Amphone, NAfME Collegiate Vice President (Friends University)

c) Zachery Seckman, NAfME Collegiate Secretary (Kansas State University)

d) Robin Liston, NAfME Collegiate Advisor

B. CNAfME 2016-17 Chapter Presidents/Officers

- a) Panya Amphone, Friends University
- b) Audrey Thomas, Wichita State University
- c) Alicia Jackson, Kansas State University
- d) Emily Elliot, Baker University
- e) Tryston Lankford, Emporia State University
- f) Tristan Bartley, University of Kansas

C. Upcoming Events & Deadlines

- 1. July Board Meeting
- 2. KCOMTEPS

II.CNAfME Board Reports

1.	State CNAfME, Fern Stevermer	•	pg 21
2.	Friends University, Panya Amphone		pg 7

3. University of Kansas, Fern Stevermer . . . pg 10



February 2016 Board Meeting Book

4.	Wichita State University, Audrey Thomas.		pg 13
5.	Kansas State University, Alicia Jackson.		pg 15
6.	Baker University, Emily Elliot		pg 17
7.	Emporia, Tryston Lankford		pg 19

III.Old Business

- **A.** Music Day at the Capitol
- **B.** Statewide Community Outreach
- C. ISW

IV.New Business

- A. KCOMTEPS Brainstorming
- **B.** Joint Meetings
- C. Collegiate Newsletter
- **D.** Tri-M Associations
- E. Other

VII. Recap and Adjournment



AGENDA	DISCUSSION FOLLOWUP
I. Call to Order	President Alissa Gomez called the Collegiate National Association for Music Education board meeting to order at 10:04 a.m.
II. Approval of Minutes	Minutes from the September 2015 board meeting were reviewed by all present.
	The following motion was made by Zachery Seckman:
	I move to approve the minutes from the February Collegiate Board Meeting.
	The motion passed unanimously.
	No discussion
III. Introductions and Welcome	President Alissa Gomez made the following introductions:
	Collegiate NAfME Vice President- Caleb Austin
	Collegiate NAfME Secretary- Philip Kaul
	Collegiate NAfME Adviser- Robin Liston
	Collegiate Board Officers introduced themselves, followed by chapter
	representatives.
IV. C-NAIME BO IV. a – Executive	OARD REPORTS Please go to the Board Book to read all reports in full. Only new and or
Council	updated notes will be included in the minutes.
	• President, <i>Alissa Gomez</i> - Report stands as written.
IV. b –Friends University	• Friends University President, <i>Megan Hale</i> - Report stands as written. Megan noted that a large freshman and sophomore class may indicate chapter growth in the near future. Friends has monthly meetings and has teacher panels each semester on selected topics. This semester's topics included classroom management, time management, and selecting repertoire. Friends University C-NAfME also work on musical skills with young adults with special needs in the community.
IV. c – Wichita State University	• Wichita State University President, <i>Audrey</i> Report stands as written. Wichita State University President noted that they have switched to holding each meeting twice at different times to increase attendance opportunities. They have also recently been recognized as a campus organization. WSU is planning a



	professionalism skills segment for professional development and is planning on fundraising to purchase a new drinking fountain for their music school.
IV.d. University of Kansas	• University of Kansas President, <i>Fern</i> Stevermer- Report stands as written. KU states that membership is up eight from last year to 45 with help from a pizza party/meet-and-greet. KU is planning on attending a KC Symphony concert together. They have introduced incentives for reduced KMEA ISW travel costs based on meeting attendance.
IV.e Baker University	• Baker University President, <i>Emily Elliot</i> - Report stands as written. Emily notes that their meeting focus is on networking and building rapport rather than professional development. They have one big fundraiser per year which netted \$400 this year by partnering with the Baldwin City Lions Club. They are also planning on making a video for Music in our Schools Month and completing a practice room beautification project.
IV. f Kansas State University	• Kansas State University President, Zachary Seckman- Report stands as written. Kansas State notes that they are seeking to begin a Tri-M affiliation with Riley County. They are also planning a Future Music Educators Day for high school sophomores through seniors later this semester.
IV. g Emporia State University	• Emporia State University President, Monika Marcus- Report stands as written. ESU notes that they have begun selling chocolate as a fundraiser with good success. They are also planning on working more with the ESU Teacher's College and with KNEA.
IV. h Central Christian College	• This is Central Christian College's first year with a music education degree. They have four members in their chapter and are hoping to increase membership over the next several years.
V. OLD BUSINE	
V. Old Business	 Music Day at the Capital 3/10, 7:30 @ Topeka Capitol Building One representative per school (Chapter Presidents and State Board) Can stay all day or leave after breakfast Contact Alissa by 3/2 Community Service Projects Submit pictures of community service events and a
	descriptive paragraph to Alissa



	• Plan to start receiving emails at the end of March
VI. NEW BUSI	NESS
VI. a – ISW Wrap-up	 Record numbers of ISW Collegiate registration (over 300 registered) Election Results: Vice President: Panya Amphone, Friends University President: Fern Stevermer, University of Kansas Term will begin at the June Board Meeting Discuss ISW lunch for next year Suggested that we depart from pizza for next year and include fruit or a salad. C-NAfME Advisor Robin Liston notes
VII. Adjournm	the budgetary concerns and says it will be looked into for next year.
VII. Meeting Adjourned	President Alissa Gomez officially adjourns meeting at 10:59 a.m.



CNAfME Chapter Report June 4th, 2016 Friends University, Wichita, KS.

CHAPTER REPRESENTATIVES				
Name	Title	Contact Information		
Dr. John Taylor	Chapter Advisor	(316) 295-5535		
		taylorj@friends.edu		
Panya Amphone	Chapter President	(316) 249-5483		
		panya_amphone@student.friends.edu		
Natassia Howell	Vice President	(913) 433-8511		
		natassia_howell@student.friends.edu		
Marleah Mullen	Secretary	(316) 573-9991		
		marleah_mullen@student.friends.edu		
Jacob Carl	Treasurer	(316) 650-4109		
		jacob_carl1@student.friends.edu		

Elections for the 2015 Chapter Representatives occurred on <u>April 25th, 2016</u>. <i>The 2016 Chapter Representative Elections are scheduled to be held on <u>April 24th, 2017</u>.

CHAPTER STATISTICS			
Category	Statistics		
Number of Members in Chapter	Around 25		
Number of Active Members	18		
Number of KCOMETP Participants	21 attended this year		
Number of KMEA ISW Participants	21 attended this year		

MEMBERSHIP and RECRUITMENT

We have another large group of incoming freshmen and transfers. We made announcements in all the music classes and ensembles leading up to our group registration day. We have a bulletin board we've been keeping up to date with information about registering for C-NAfME, KCOMTEPS, and the ISW. We got all our members (new and



returning) together during a required recital class and walked everyone through the process of registering for the new year which is what we plan to do this year as well.

FUNDRAISING

No fundraising occurred this year, however we did host a canned food drive this year. The canned fod drive did decently well but is probably going to be replaced with another project. For the upcoming year we don't have any fundraisers planned, however we are brainstorming for the year after, in order to purchase a new water fountain unit for the Riney Fine Arts building. We take part in the annual Christmas tree decorating contest held at Friends. This past year we placed third in the contest and received a monetary prize, however, that doesn't really count as fundraising.

CHAPTER MEETINGS

We have our meetings once a month (occasionally twice if the need presents itself). This year we have decided on the first Monday of every month at 3pm. This is a time that conflicts the least with our campus's education and music classes. We try to provide snacks of some sort at most of our meetings. Otherwise, because everyone gets busy, we try to keep meetings short, sweet, and to the point, so it is usually just about business matters. We expect our members to be at all the meetings unless they have a class conflict or something else of that nature. If they can't attend, we expect them to inform an officer. The meetings are, generally, run by our officers with some supervising and guidance from our advisor.

PROFESSIONAL DEVELOPMENT

The Friends University Chapter plans to attend KCOMTEPS as well as the KMEA ISW. We will also be hosting teacher panels throughout the year, where we bring in local teachers and talk about different topics concerning teaching and music.

TRI-M

Friends Univeristy plans to work with TRI-M Chapters from Wichita East, Wichita Southeast and Andover Central High Schools on a joint service project, where we will be collecting items for the Wichita Children's Home. This collaboration is planned to take place in the Spring semester.

2015-2016 Chapter Plans

After attending the ISW, our chapter plans to hold a panel session. Intersperced throughout the semester, we will be working with the special needs class through a program we call "Friendship Fields". What we are planning this year instead of a canned food drive is a collaboration with area Tri-Ms, where we collect items for the Kansas Childeren's home. We feel that by including these area high schools, we will be able to collect a plethora of items for the children's home. Also, throughout the year, our chapter assists our school by



volunteering as ushers for the various concerts put on by the music, theater, and ballet departments. This helps out the main office; it opens our members up to all the different things happening in the school; and gives us opportunity to just be supportive and involved with the campus and our fellow classmates.



CNAfME Chapter Report June 6th, 2016 University of Kansas, Lawrence, KS.

CHAPTER REPRESENTATIVES				
Name	Title	Contact Information		
Dr. Jacob Dakon	Chapter Advisor	jmdakon@ku.edu		
Tristan Bartley	Chapter President	t706b887@ku.edu		
Justin Kline	Vice President	j148k372@ku.edu		
Taylor Webb	Secretary	t555w463@ku.edu		
Megan Bricks	Treasurer	m438b887@ku.edu		

Elections for the 2016 Chapter Representatives occurred on April 2016____. The 2017 Chapter Representative Elections are scheduled to be held on TBD___.

CHAPTER STATISTICS		
Category	Statistics	
Number of Members in Chapter	Aprox 50	
Number of Active Members	Aprox 30	
Number of KCOMETP Participants	9	
Number of KMEA ISW Participants	37	

MEMBERSHIP and RECRUITMENT

(How do your current numbers compare to years past? Is your chapter growing or shrinking? What types of membership drives or recruitment activities do you host or participate in? What is your retention like?)

We are still growing our numbers from previous years. We are trying to expand into other music education areas outside of band. We try to recruit via word of mouth and stepping into freshman music ed classes. We host a no pressure meet and greet with chapter funded pizza. We are holding our members very well from year to year.



FUNDRAISING

(How much did you fundraise last year? What types of fundraisers do you host or participate in? How effective have they been? What are your fundraising plans for the upcoming year?)

We hosted a percentage night at Jasons Deli and made \$69.53. We also sold polos to people attending KMEA-ISW. Next year we hope to create a NAfME 5k fundraiser.

CHAPTER MEETINGS

(How often do you have them, do you have an attendance policy, is there food/games/merriment? How long do they last? Who runs them? How involved is your chapter advisor? Etc)

We have a meeting once every month, and the only attendance policy is that members have to attend three meetings and one other event (or four meetings) to get a discounted hotel rate for the KMEA-ISW. The president normally runs meetings, and the chapter advisor attends frequently.

PROFESSIONAL DEVELOPMENT

(What professional development events do you attend? Do you host any? What kind of turn out do you have for said events?)

We had sessions on performance anxiety, general music, "Music, more than sound", effective rehearsal techniques, and how to teach early theory. Also, we sent people to KCOMTEPS, Midwest, and the KMEA-ISW.

TRI-M

The University of Kansas currently has no affilitation with TRI-M.

2015-2016 Chapter Plans

(This is the part where you tell me what you have planned for the upcoming school year so I know what I have to look forward to!)

Brainstorming: New teacher panel or Student teaching panel

Instrument repair (woodwinds, teach small things that we can fix) Try to do 5 events for the first semester Similar to Dr. Murphy's talk (theory pedagogy) String (tast or Lauren Rigby) Stuff we don't learn in strings methods Neely or GTA speak about full symphonic orchestra (High school) Jazz (how to deal with instrumentation, etc) Choral (we liked Dr. Tucker) maybe Dr. Farrah Choral repertoire Differences in conducting styles (band vs choir) Social- meet and greet, game night, sports NAfME picnic Intermural team

Involvement and Recruitment:



NAfME group-me Pamphlet/table for SoM auditions Try to set designated meeting time as early as possible Move bulletin board downstairs and more advertising MEMT 160/REC 100 NAfME 5k Chipotle and Panda express have high % for fundraisers Selling snacks during finals weeks? Maybe not lucrative More posting on facebook/emails



CNAfME Chapter Report June 4th, 2016 Wichita State University, Wichita, KS.

CHAPTER REPRESENTATIVES				
Name	Title	Contact Information		
Tom Wine	Chapter Advisor	Tom.wine@wichita.edu		
		316-978-6125		
Audrey Thomas	Chapter President	Audreythomas14@gmail.com		
		405-650-8566		
Johannon Rucker	Vice President	<u>Johannonrucker77@gmail.com</u>		
		316-300-6387		
Gabi Wiens	Secretary	G1wiens@gmail.com		
		316-841-9189		
Megan Lilly	Treasurer	Meganlilly 7@live.com		
		316-644-6742		

Elections for the 2016 Chapter Representatives occurred on <u>May 5, 2016</u>. <i>The 2016 Chapter Representative Elections are scheduled to be held on _____.

CHAPTER STATISTICS		
Category	Statistics	
Number of Members in Chapter	43	
Number of Active Members	20	
Number of KCOMETP Participants	30	
Number of KMEA ISW Participants	30	

MEMBERSHIP and RECRUITMENT

From my limited knowledge of membership in the past, we have grown. More students are actively participating because the chapter is actually doing activities and projects. We hold monthly meetings and find various events to volunteer at, which draws students in. Students are invited through encouragement of professors as well as flyers and email blasts.



FUNDRAISING

No fundraising was done this year. Next year we plan to hold a bake sale, a pulled-pork parfait sale. Other ideas are being worked on. Our organization was not approved for renewal until the middle of February (reason unknown) so our window for fundraising was very limited. Our hope is to raise money to purchase at least 2 new water fountains for the music building.

CHAPTER MEETINGS

Second semester of this past year we started holding one meeting a month, offered twice during the same week at times determined via Doodle survey. Several members commented on liking this option. There is no attendance policy, but attendance is kept for records. Food is usually provided. Meetings last 30-45 minutes, run by the president with reports from vice president as well. Our chapter advisor attends meetings sometimes and is always available and willing to help when we need it.

PROFESSIONAL DEVELOPMENT

In the fall semester our advisor gave a presentation on how to write a resumé. We also had several students attend KCOMTEPs. We had several students attend KMEA. Our focus as a chapter spring semester was developing some skills of professionalism by giving presentations in meetings. Next year we hope to send some students to OMEA as well. We would also like to have a couple of guest speakers on various topics whether in person or by skype.

One professional development project was an email scavenger hunt, designed with a focus on teaching students how to write professional emails and respond within a timely manner.

<u>TRI-M</u>

We have no known affiliation with TRI-M but would like to get in contact with local chapters and create some sort of collarative project for the fall semester.

2016-2017 Chapter Plans

- Increase member participation
- Raise funds to purchase 2-4 new water fountains for the music building
- Serve at SCKMEA auditions and festival day
- Performance projects with Cerebral Palsy Research Foundation
- Serve WSU music department in various ways
- Serve university and community in various ways
- Practice room beautification project
- TRI-M collaborative project



CNAfME Chapter Report June 4th, 2016 Kansas State University. Mahattan, KS.

CHAPTER REPRESENTATIVES			
Name	Title	Contact Information	
Dr. Phillip Payne	Chapter Advisor	Ppayne@ksu.edu	
Alicia Jackson	Chapter President	Alicia21@ksu.edu	
	Vice President		
	Secretary		
	Treasurer		

The 2016 Chapter Representative Elections were held on April 11, 2016.

CHAPTER STATISTICS		
Category	Statistics	
Number of Members in Chapter	40	
Number of Active Members	About 20	
Number of KCOMETP Participants	0	
Number of KMEA ISW Participants	18	

MEMBERSHIP and RECRUITMENT

We are on an upswing. A lot of our recruitment comes from word or mouth, and also a requirement of our music education classes. Currently we are growing again!

FUNDRAISING

Our fundraising came up with around \$300 for us to use for traveling, and other chapter activities. These came from OrangeLeaf, KSU Music T-Shirts, and a couple "Breakfast Bars" where we serve jucies, milk, coffee, tea, doughnuts, scones muffins, etc. As people are on their way to classes in the music building.



CHAPTER MEETINGS

Chapter meetings happen once a month and normally include some sort of snack/food and we have a mix of general chapter business and panels/guest artists to come in a talk/demonstrate. This past year, we adopted a new attendance policy which allowed people to be gone when needed, but in order to void their absence, they had to watch the video we took of the meeting, and fill out a google form so we know they got the info. The form includes information like: When meeting was called to order, and adjourned, who presented, 3 take aways, etc.

The past semester, we hosted a graduate student panel that consisted of masters and Ph.D students in education, performance, and musicology/history in order to give our members an idea of what getting into grad programs and what going through grad programs are like.

PROFESSIONAL DEVELOPMENT

Our biggest PD conference we go to is KMEA. As stated above we had almost 20 people attend the ISW. We had other members attend and perform at the SWACDA conference in KCMO in March as well. We are hoping to start up our PD clinics again in the fall.

TRI-M

We are currently in talks with Riley County High School to be more involved with their TRI-M chapter. (Their instrumental director is a KSU alum!)

2015-2016 Chapter Plans

Plans are currently up in the air for our chapter right now. Zach Seckman will talk with Alicia Jackson (newly elected President.)

CNAfME Chapter Report June 4th, 2016 Baker University, Baldwin City, KS.

CHAPTER REPRESENTATIVES			
Name	Title	Contact Information	
Cathy Crispino Dr. Frank Perez	Chapter Advisor	cathy.crispino@bakeru.edu fperez@bakeru.edu	
Emily Elliott	Chapter President	eelliott.musician@gmail.com	
		bakerunafme@gmail.com	
Amanda Conrade	Vice President	amandasconrade@stu.bakeru.edu	
Adam Morris	Secretary / Treasurer	adamjmorris@stu.bakeru.edu	

Elections for the 2016 - 2017 Chapter Representatives occurred on in late April via email with a Google Forms Ballot.

The 2017 - 2018 Chapter Representative Elections are scheduled to be held in April 2017.

CHAPTER STATISTICS		
Category	Statistics	
Number of Members in Chapter	7	
Number of Active Members	4	
Number of KCOMETP Participants		
Number of KMEA ISW Participants		



MEMBERSHIP and RECRUITMENT

Our recruitment tools have been simply communicating to music ed students with our FaceBook page www.facebook.com/BakerUNAfME and updating our bulletin board in the music building. We have a small enrollment and work to include all music education majors and interested music students in all NAfME events both chapter based and beyond.

FUNDRAISING

We have support from the music department to also help cover costs of travel and accommodations, but budgets are getting tighter so we are looking for additional fundraising opportunities. Due to these changes we also decided to include a membership fee \$5.00 for our local chapter to help cover small costs that add up throughout the year.

Selling concessions during our annual marching festival has been a simple fundraiser for us and we expect to earn at least \$400.00 this fall. We plan to partner with the orchestra again and do a night of concessions helping the local Baldwin City Terror Train event. That should make us at least \$100.00.

CHAPTER MEETINGS

Our goals are one activity a month in addition to our monthly meeting. We try to keep our meetings to an hour and pack it full of important info.

PROFESSIONAL DEVELOPMENT

Our advisors have made attending conferences a priority for our chapter. We plan to continue to take all active members and interested music students to KCOMTEPS and KMEA this coming year.

TRI-M

Baker University currently has no affiliation with TRI-M at this time.

2016-2017 Chapter Plans

Our new executive board will meet this summer to discuss our Fall and Spring Calendar ideas. We will be sure to keep you posted!



CNAfME Chapter Report June 6th, 2015 Emporia State University, Emporia, KS.

CHAPTER REPRESENTATIVES			
Name	Title	Contact Information	
Dr. Gaile Stephens	Chapter Advisor	estephe4@emporia.edu	
Tryston Lankford	Chapter President	tlankfor@g.emporia.edu	
Garrett VanArsdale	Vice President	gvanarsd@g.emporia.edu	
Kymbr Simmons	Secretary	ksimmons2@g.emporia.edu	
Madeline Hanna	Treasurer	mhanna2@g.emporia.edu	

Elections for the 2015 Chapter Representatives occurred on <u>4/17/16</u>. *The 2016 Chapter Representative Elections are scheduled to be held on* <u>...</u>.

CHAPTER STATISTICS		
Category	Statistics	
Number of Members in Chapter	14	
Number of Active Members	10	
Number of KCOMETP		
Participants		
Number of KMEA ISW	9	
Participants		

MEMBERSHIP and RECRUITMENT

(How do your current numbers compare to years past? Is your chapter growing or shrinking? What types of membership drives or recruitment activities do you host or participate in? What is your retention like?)

We have been growing. Our recruitment activities have been our chapter prisedent and vice president would talk to studenets at the end of a rehearsal for band, orchestra, and choir to tell them all about NAfME. So far our retention has been really good.

FUNDRAISING

(How much did you fundraise last year? What types of fundraisers do you host or participate in? How effective have they been? What are your fundraising plans for the upcoming year?)
We fundraised over \$300 in the past year. In years past we had hosted a soup-a-poluza, in which we sold soups at concerts. This year we decided to not do that and instead sell "Worlds Finest Chocolate Bars". In the upcoming year, we would be selling the chocolate again in the fist semester and have another fundraiser for the second semester.



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CHAPTER MEETINGS

(How often do you have them, do you have an attendance policy, is there food/games/merriment? How long do they last? Who runs them? How involved is your chapter advisor? Etc)

We had one meeting every other month, but in this upcoming year I, the new chapter president, would have them once each month. We don't have an attendence policy, however I would like to change that. Every once and a while we would have food. They last around 45 minuets to an hour, the chapter president runs them and our adivisor comes to only a couple of them.

PROFESSIONAL DEVELOPMENT

(What professional development events do you attend? Do you host any? What kind of turn out do you have for said events?)

We do not host any professional development events. The only professional development event we attend would be KMEA.

TRI-M

(For example, Blah Blah University currently has no affiliation with TRI-M, or Blah Blah University plans to work with TRI-M Chapters on their upcoming event, Blah-A-Thon) Emporia State University does not currently hace an affliation with TRI-M. However, students

at Emporia High School are trying to attain a TRI-M chapter. If they achieve one, then we might be able to have an affiliation with them.

2015-2016 Chapter Plans

(This is the part where you tell me what you have planned for the upcoming school year so I know what I have to look forward to!)

As I have said before, I pan on having two fundraisers in the upcoming year. The first is to raise money for our KMEA trip, and the second is for if there is either for summer programs and activites (such as the NAfME Hill day) or just to raise money for the next year. I also plan to expand our chapter by really focusing on recruitment. By this I will try to recruit non music majors. I also want to try to have our members more active by doing events with either our Kappa Psi chapter or by our selves that envolves the comunity of Emporia.



C-NAfME President

Alissa Gomez collegiate@ksmea.org

Since the February 2016 KMEA ISW Board Meeting, I have:

Assisted with the organization of Music Day at the Capitol and attended the event.
 Assembled a "President's Book of Secrets" for the new Collegiate President. The book- a PDF

document- contains a timeline of responsibilities, duties, and procedures for the new Collegiate President to follow and use throughout their presidency. It includes templates for minutes, board reports, board books, sample documents, contact information, and website links.

3. Facilitated meetings with the new State Collegiate Officers to assist in the transition process. I have involved our new Collegiate President in duties such as collecting chapter contact information, planning meetings, and assembling the board book.

4. Assisted in the process of collecting and recording new chapter contact information.

5. Completed scanning KMEA ISW Programs from years 1913-2003. All programs are now scanned and have been given to Troy Johnson via flashdrive.

6. Requested that the new Collegiate President, Fern Stevemer, take my place during the board meeting on this, the day of our Recording Secretary's wedding.

Respectfully Submitted,

Alissa Gomez

C-NAfME President