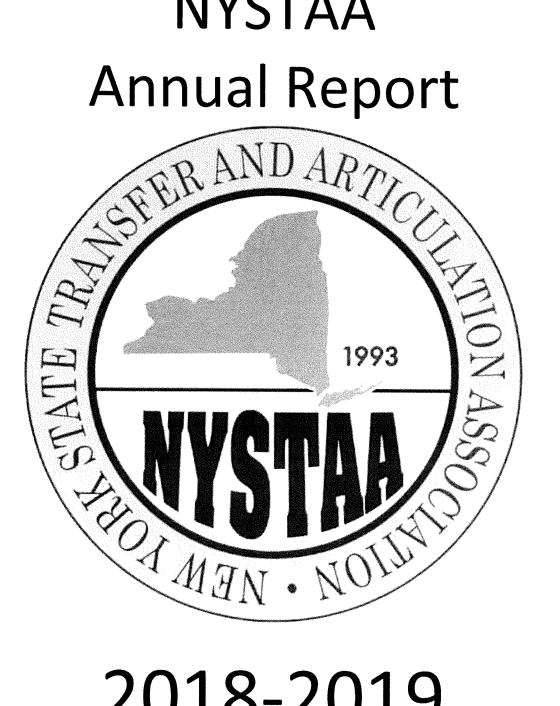
NYSTAA Annual Report



2018-2019



President's Report

Submitted by: Robin Graff, President

Troy Cogburn, President-Elect

Kaylynn Iglesias, Immediate Past President

Overview of the Year

This past year NYSTAA Officer Team set out to work together to strengthen and revitalize the organization through strategic business initiatives, creating new ways to encourage new membership and participation, and providing a more concrete outline of expectations.

Successes

We created a budget that more accurately reflects expenditures and takes into account current membership numbers, currently hold all of our Executive Board meetings virtually, and are completing an update of the NYSTAA Mission and Vision statement to be presented at the conference.

Challenges

Updating the NYSTAA Roles and Responsibilities continues to be a challenge. Although we did some significant work on it this year, there is still more to be done. Membership and participation continues to be an issue as well. We are all stretched to the maximum at our colleges and have less and less time to take on responsibilities outside of our main roles.

Goals for Next Year

Roles and Responsibilities will continue to be updated and possibly become two separate documents that will provide a more concrete outline of expectations. We also hope to implement a summer Transfer Institute to address the needs of new transfer professionals and promote participation.



Treasurer's Report

Submitted by:

Paul D Williams

Overview of the Year:

Holdings:

Checking: \$40,732.70 Savings: \$11,130.10 Scholarship: \$20,686.47 Stripe/Paypal: \$2000.00

Successes

Collected revenue in the amount of \$16,750 (as of report date)

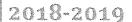
• A new budget has been created to better portray our allocations as an organization

Challenges

- With budgets being tightened across the state, and a decrease in our overall membership in our organization, we need to continue to adjust our budget and spending.
- This year we underestimated the cost of using go-to-meeting as our platform and will need to revisit allocations.
- As a non-profit organization we should not need to have a large savings account, but we do need to be cautious.
- Utilizing Stripe/Paypal to accept credit card payments has made the payment easier, but with each transaction we are paying a 3% transaction fee

Goals for Next Year:

- To have the 2019-2020 budget submitted and approved by July 1, 2019.
- As a reminder, we have a "Payment Request Form." Anyone requesting funds is asked to complete the form and submit it to the treasurer.





Secretary

Submitted by:

Rebecca LaBombard

Overview of the Year

• I will be finishing up a successful three-year term this May.

Successes

Technology upgrades to better facilitate executive board meetings

Goals for Next Year

Assure a smooth transition for next Secretary of the organization as they begin a three-year term.



Regional Coordinator

Submitted by: Tracey L. Iorio

Overview of the Year

The Central Region held its fall meeting on November 2nd at SUNY Oswego. The Central region will have their spring meeting at SUNY Morrisville on May 3rd. The Western and Eastern regions have chosen not to hold spring meetings but will be holding summer meetings. Western will be trying something new and using the day for a Transfer Professional Development day. They are hoping this will improve attendance and engagement. Eastern region will be meeting to brainstorm about some summer meeting ideas during the conference. The **Downstate** region held a fall meeting at NYIT in the fall where they nominated one new Co-Chair; Theresa Hammonds. The spring **Downstate** meeting with be hosted by Concordia College on May 10th. The Downstate region will be nominating a 2nd Co-Chair to replace Christina Koromi..

Successes

The regional meeting attendance was consistent with previous years.

Challenges

I was not able to communicate as often as I would have liked concerning membership and conference donations.

Goals for Next Year

The Roles and Responsibilities are very clear but the next Regional Chair or I would need to commit more time to perform these duties at a higher level. This year I had new responsibilities on my home campus and was not able to give this position the time it requires. Such as connect with the regional co-chairs concerning updates, reminders, budget, presenters, membership building and conference donations. I feel it would be important and helpful in the upcoming year for the co-chairs to understand the role of the Regional Coordinator. This would lead the regions to utilize this person's expertise in a beneficial way for all parties and the NYSTAA organization as a whole.



Outreach Coordinator

Submitted by:

Erin Rickman

Overview of the Year

We have continued to partner with sister organization, NETA, to send representatives to present on at least one topic during each organizations conference

Successes

We continue to support national and regional organizations (ex. National Institute for the Study of Transfer Students), encouraging participation and partnerships between those organizations and NYSTAA members.

Goals for Next Year

• Continue to strengthen relationships at the regional and national level, particularly with new transfer organizations in Pennsylvania.



Historian

Submitted by:

Theresa Abbott

Overview of the Year

This was my first year as NYSTAA historian and there were no major changes from last year.

Successes

Dropbox seems to be working well as a community storage system to maintain records from previous years in an organized manor.

Challenges

I don't know everyone who has access to dropbox and who uses it/who chooses not to.

Goals for Next Year

My goal for next year is to create an organized list of everything that should be saved in dropbox each year/semester. It would be helpful to look back historically to see what areas are using dropbox well and what areas may be missing information and follow up to ensure that everything that should be save in dropbox is getting uploaded to dropbox regularly.

Awards Committee

Submitted by:

Lindsay Gerhardt and Jessica McCaffery, Co-chairs

Committee Members:

All past recipients of NYSTAA's Joan Austin Distinguished Service

Award who are current members of NYSTAA.

Professional Development Grants - Lindsay Gerhardt

Overview of the Year

The professional development committee comprised of former award recipients received a total of seven grant applications. Three were for the Meg Pearson (NYSTAA member less than 3 years) Memorial Award and Four were for the Peter Lindsay (NYSTAA member more than 3 years) Memorial Award. The budget allocated covered the cost of six grants. One of the grant applications was sent after the deadline. The committee decided to not accept the late grant application. As a result, the committee was able to award all six deserving applicants grants for 2019.

Successes

- Successful communication about grant availability through NYSTAA website, email, and newsletter
- Enough applications to award all six grants
- Six qualified applicants
- Applicants and recipients were different from previous years

Challenges

Funding

Goals for Next Year

- Continue to promote availability of awards to increase applicants
- Search for additional ways to fund grant opportunities

Awards Committee (cont'd)

Service Awards - Jessica McCaffrey

Overview of the Year

The award committee received a total of 5 nominations and is awarding individuals in 3 categories this year (Joan Austin Distinguished Service Award, New Professional Award, and the Excellence in Transfer Services Award. No nomination were received this year for the Emeritus Award. The Excellence in Transfer Services Award is a new award this year. It is designed to recognize individuals or groups who have provided excellent service and/or developed innovate programs for transfer students. Winners will be honored at the 2019 Awards Dinner May 22.

Successes

- Addition of the Excellence in Transfer Services Award
- Thoughtful nominations in highlight the contributions of NYSTAA members

Challenges

Collecting more nominations for each category

Goals for Next Year

Increase awareness of the awards, particularly the Emeritus award, and collect more nominations



Conference Committee

Submitted by:

Michael Henningsen and Tynisha Waters, Co-Chairs

Overview of the Year

Thanks to all of the members of the conference committee for their time and dedication to assuring we have a successful conference in Ithaca. Thank you to the vendors, exhibitors, hotel staff, and all that have contributing to making this conference a reality.

<u>Successes</u>

 We are pleased to be offering new and exciting excursions during the day and evening. We feel we have better diversified the experiences available to our members to make sure everyone is enjoying themselves during the conference.

Challenges

- Conference participation
- Making sure all members are able to walk away from the conference feeling as though they have learned something while also making great memories with their peers.

Goals for Next Year

 Planning starts today! We can't wait to welcome returning members and new members to the conference committee as we gear up for 2020 in Albany, New York!



Issues Committee

Submitted by:

Misty Fields and Erin Rickman, Co-Chairs

Members:

Jenae Norris, Jill Brinkman, Kristen Hargrave, Joan Hurley, Kim Lourinia, Maria Campanella, Justine Rumbel, Amy Stier, Rachel Littenberg, Troy

Cogburn

Overview of the Year

Issues Committee had a very successful year recruiting excellent speakers for the conference and quality workshop sessions. We opened the call for proposals earlier this year on September 28th, 2019 with a deadline of February 1st, 2019 in hopes to attract presenters early. We had a total of 15 workshop proposals, the committee was able to accommodate 13.

It was challenging for the committee to meet via zoom/conference calls due to everyone's schedules but the committee collaborated and worked very well via email in getting tasks done. We had a total of 3 meetings via zoom/conference call.

Overall that committee group this year was amazing, everyone communicated, collaborated and worked very well together!

Successes

We continued to use the new online workshop proposal form in SurveyMonkey. We made a few revisions to accommodate co-presenter information and bio. This allowed to streamline information when putting together the schedule. We will continue to utilize SurveyMonkey for Speaker and Workshop Session surveys post-conference.

Challenges

The biggest challenge the Issues Committee faced this year was finding time to hold meetings, it was challenging coordinating with everyone schedules. However, we made great strides working via email.

Goals for Next Year

Goals for the Issues Committee over the next year could include to continuously work proactively across NYSTAA organization but also with external organizations to recruit speakers and workshop proposals. In addition, possibly coming up with a standing meeting time early on and schedule meetings in advance to ensure everyone can plan for them.



Marketing & Communications Committee

Submitted by: Members:

Carol Costell Corbin and Rachel Brown Littenberg, Co-chairs Anthony Scalia, Caitlin Bauer, Amy Stier, Donna Decker,

Theresa Abbott

Overview of the Year

This was the first year of the Marketing and Communications Committee as we transitioned from the separate Newsletter and Technology Committees. We discussed the best ways to communicate with members and have been re-visioning our role. In June, look for a comprehensive "year in review" document that will compile the messages and work of NYSTAA for the year instead of semester newsletters.

Successes

- Designed and mailed a NYSTAA postcard to promote membership to all NY college admission, registrar and transfer support offices
 - Utilized work study students to create database of mailing addresses of every SUNY, CUNY, and private college within New York State
- Purchased a subscription to Constant Contact for email messaging to distribute NYSTAA updates and information in a visually appealing format to a wider group of people rather than relying solely on the listserv
 - o 28 email campaigns
- Utilized Hootsuite to maintain social media accounts (NYSTAA Facebook and Twitter); ability to plan and schedule messages gave us a more robust social media presence
 - Posts that involved human interest content (scholarship winners, NTSW) events) were well received by the membership so it is our intention to continue providing that information.
- Working with Tompkins Cortland CC photography student to take photos at the annual conference to be used in future publications (web, email messaging, etc.)

Marketing & Communications Committee (con'td)

Challenges

- Engagement in NYSTAA messaging: Constant Contact allows you to track open rates and engagement rates (clicks on links) within emails. Generally less than 50% of people opened the emails sent and a much lower percentage (less than 10% typically) clicked any links inside the email.
 - o It should be noted that these percentages are effected by the recipients email set up. For example, if there is a filter that does not allow the graphics to load on our email then, even if the email was received and opened, it does not count into our total of opened emails.
- Communication within NYSTAA committees prior to messaging to membership. We are working to communicate better with committees and Executive Board to ensure we are not over communicating with the membership (spamming) yet still providing timely communication.
- We created nystaacommunication@gmail.com account as a generic account for software accounts. However, with dual authentication security on accounts (especially Survey Monkey), it is challenging to share a NYSTAA account among many users. The costs for "business" accounts, though, becomes too expensive.

Goals for Next Year

- Work with Transfer Best Practices committee to design website that compiles research, resources and best practices in various areas of transfer
- Continue to streamline communications from NYSTAA through Constant Contact to review for content and grammar errors and schedule/pace messages to avoid over communicating.
- Utilize photos from the 2019 conference update website and Constant Contact materials so that the pages/emails do not appear outdated.
- Continue to conduct outreach to campuses to encourage membership in NYSTAA





Membership Committee

Submitted by:

Michael Henningsen & Kimberly Lourinia, Membership Co-chairs

Overview of the Year

In 2018-2019, the membership committee doubled in size with the addition of a co-chair. We unfortunately were not able to tap into the assistance of additional members interested in being part of this committee but are hoping that in 2019-2020, with the co-chair up to speed on process and our technical issues being minimal, we will be able to enlist the assistance of additional NYTAA members. The goal of this would be to assist in additional membership drives to increase overall institutional and individual memberships.

Here is the membership data as of May 2, 2019:

OVERALL INSTITUTIONAL MEMBERSHIP AS OF	Central	Downstate	Eastern	Western	Out of State	T T
05/02/2019	Region	Region	Region	Region	Schools	TOTALS
2 Year Public Schools (Includes SUNY/CUNY)	8	14	5	6	0	33
4 Year Public Schools	9	5	5	2	1	22
4 Year Independent (Private) Schools	9	15	9	12	2	47
Other Organizations	0	1	1	o o	0	2
Total # of Schools/Organizations	26	35	20	20	3	104
OVERALL INDIVIDUAL MEMBERSHIP AS OF	Central	Downstate	Eastern	Western	Out of State	
05/02/2019	Region	Region	Region	Region	Members	TOTALS
Total # - 2 year Public - (includes SUNY/CUNY)	51	43	8	14	С	116
Total # - 4 year Public	39	13	37	26	ž	117
Total # - 4 year (Private) Independent	29	49	32	35	3	137
Total # - Other Members	0	1	1	0	e	2
Total Members By Region	118	106	68	75	5	372

05/02/19	
TOTAL # OF 2 YEAR PUBLIC INSTITUTIONS	33
TOTAL # OF 4 YEAR PUBLIC INSTITUTIONS	22
TOTAL # OF 4 YEAR PRIVATE/INDEPENDENT INSTITUTIONS	47
TOTAL # OF OTHER ORGANIZATION INSTITUTIONS	2
TOTAL # OF NYSTAA INSTITUTIONAL MEMBERSSHIPS	104

05/02/19	
TOTAL # OF 2 YEAR PUBLIC SCHOOL NYSTAA MEMBERS	116
TOTAL # OF 4 YEAR PUBLIC SCHOOL NYSTAA MEMBERS	117
TOTAL # OF 4 YEAR INDEPENDENT SCHOOL NYSTAA MEMBERS	137
TOTAL # OF OTHER ORGANIZATION NYSTAA MEMBERS	2
TOTAL # OF NYSTAA MEMBERS	372

OVERALL TYPES OF MEMBERSHIP AS OF	
05/02/19	
Total # of Group (5) Memberships	37
Total # of Single (1) Memberships	26
Total # of Single (2) Memberships	10
Total # of Single (3) Memberships	15
Total # of Single (4) Memberships	1
Total # of Unlimited Membership	15
Total # of Memberships	104

Compared to 2017-2018, we had 4 less institutional memberships, however we increased individual membership by 73.

Membership Committee (cont'd)

Successes

- Any issues members had in terms of renewing their membership, or attempting to register for the first time, were solved in a timely manner.
- Outreach was conducted to schools that were not utilizing the individual membership spots they paid for. We currently have 31 institutions that are still not utilizing all membership spots. If each of these institutions were utilizing all available spots, we would have 65 additional individual members for a total of 435.
- Outreach was conducted to schools that had not renewed their membership for the 2018-2019.
- A Post card was sent out to help aid in membership.

Challenges

- Most of the challenges faced this year were from the technical side and more specifically, in-complete or improper registrations leading to both institutional and individual member issues.
 - Many issues are arising from various departments becoming part of NYSTAA and not having a central location for all memberships to go through and therefore submitting multiple institutional memberships which cancel each other out.

Goals for Next Year

- A new membership fee structure will go into effect for the 2019-2020 academic year:
 - \$75 Single Membership
 - o \$250 Group Membership (Up to 5 Individuals)
 - \$375 Unlimited Membership
- Evaluate the current membership registration process to determine if anything different can be done to make the overall process more seamless for all NYSTAA members.
- Increase institutional and individual memberships with the focus of renewing all 2018-2019 members and bringing back those from 2017-2018.
 - Those who are not returning, is there something we can look at doing differently to bring them back.
- Stress the importance of looking to see if a membership for the individual's institution already exists prior to paying for a new one. This might lead to needing to update member institutions much more frequently.

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OVERALL TYPES OF MEMBERSHIP	25-16	26-27	医外性	13-19
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NYSTAA 4-Year Membership Comparison (2015-2019)

Nominations and Elections Committee

Submitted by: Kaylynn Iglesias, Immediate Past President

Overview of the Year

- The call for nominations for the open positions on the 2019-2020 NYSTAA Executive Board were sent out to the membership on March 5, with a follow-up email March 19, and a final call for nominations on the March 26 deadline. We were able to secure at least one person for every available position, including officer positions.
- During the nominations process I called upon current members of the Executive Board to reach out individually and encourage members they felt would be successful in a role to accept a nomination. This proved to be a necessary step in the nominations process as we are seeing a decline in members seeking out leadership opportunities within the organization.

Successes

- Worked with Chris Kull, Web Administrator, to have election platform in NYSTAA website behind member login to ensure only members vote
- Filling all vacant Executive Board vacancies prior to the conference, we will not need any special one-year terms this year.

Challenges

- It is getting tougher to find volunteers willing to run for a NYSTAA position. Many members are being tasked with additional responsibilities on their home campuses and feel strapped for time. However, many hands make light work! And without volunteers willing to help guide the organization, we will not to survive.
- Opening the voting ballot prior to 30 days before the conference to close voting before the conference.

Goals for Next Year

Review need for change in by-laws to reduce voting time from one month to a two-week timeframe. This would provide more flexibility, and since the voting is electronic, one month time is not necessary.



Scholarship Committee

Submitted by:

Greg Diller and Darlene Poirier, Co-Chairs

Memebers:

Kimberly Palmiter, Tracey Iorio, Nicole Stone, Jeanine Patsko, Rachel Littenberg, Rebecca Rothe, Justine Rumble, Kimberly

Billera, Gregory Ketcham, Jennifer Aponte Paez

Overview of the Year

The Scholarship Committee has been working since January to discuss the scholarships and the work at the conference for fundraising. After moving the application online in 2018 and with no issues in formatting, we went with the same application for 2019. We had 64 completed applications and will award six scholarships with six alternates.

Successes

The online application for scholarships was a success so we continued the format this year. We have created an online form so we can have a better idea as to what people will be bringing for the silent auction. We are also encouraging regions to donate baskets and will be discussing the best way for marketing these items ahead of the conference. At last year's conference we raised \$1991.42 for scholarships.

Challenges

At least year's conference, we only raised \$1991.42 for scholarship, down more than half from just a few years ago. This year we are awarding \$6000 instead of \$8000 but we decided to award more scholarships and lower to award down since we receive several great candidates and want to award as much as we could. This year we will have a card swipe at the conference and hopefully encourage larger bids. We will also reevaluate how we sell tickets for 50/50, swag, and raffles and see what may be best to get more interest to donate.

Goals for Next Year

We are looking to see if raffles work at the conference for larger baskets instead of auctioning them off. We will also look to see what opportunities we will have to do a mid-year fundraiser and sell tickets for bigger items.

2010 2019



Transfer Best Practices Committee

Submitted by: Roza Makhmudova, Chair

Members: Cheryl Bradley, Connie Egelman, Natasha Graf, Molly Ludmar,

Nancy Yang

Overview of the Year

In 2018-2019, Transfer Best Practices committee met four times via Zoom. Corie Kohlbach and Roza Makhmudova presented the finding from the last year's survey on Best Practices at the 2018 NYSTAA Conference in Syracuse.

Successes

One of the goals from last year was to increase the size and attract more members to join the committee. We accomplished this goal and our Committee started off strong with 8 members. Different ideas and plans for the committee were considered. We have created a Google drive folder to collect Best Practice web-resources for the NYSTAA website in collaboration with the Communication and Marketing Committee. The idea is to have a section for Best Practices on the NYSTAA site.

We've been also working on gathering exemplary printed resources/materials with a goal of having a table at the 2019 conference. Hopefully, members stop by the table to review and exchange best practices and ideas with each other.

Challenges

While interest and participation in the committee has increased, several members had to leave the committee due to other obligations in personal and professional lives.

Goals for Next Year

We suggest the Best Practices Committee continues the work with the Communication and Marketing Committee on making best practices available on the NYSTAA website.



Central Region

Submitted by:

Emily Quinlan and Craig Green, Co-chairs

Overview of the Year:

The 2018-2019 year was quite successful.

Summer 2018 meeting was held on July 27 at Beak and Skiff Apple Orchards. There was a fantastic turnout with approximately 20 in attendance and very lively discussions during the meeting regarding many topics including the Excelsior Scholarship, campus updates, new programs, and a recap of National Transfer Student Week.

Fall 2018 meeting was held at SUNY Oswego on November 2 with approximately 25 in attendance. Gary Morris, the Director of Career Services at Oswego presented to the group. Annual Conference updates were discussed, and a lively roundtable discussion took place. National Transfer Student week was reviewed as well as some discussion on transfer credit evaluation best practices. Campus updates were also provided by attendees.

Spring 2019 was hosted by SUNY Morrisville and held on May 3 with 30 in attendance. The welcome was provided by Chief Enrollment Officer, Robert Blanchet followed by a roundtable discussion, updates, and NYSTAA business. Morrisville was able to highlight their Horticulture Department featuring their new Cannabis minor, with a special presentation and tour of their facilities following lunch.

Successes:

This year's Central Region meetings were very well attended and discussions, presentations, and topics were very beneficial. The host locations were once again incredibly accommodating and it is always so great to work with members who are so excited to host. We were once again able to offer a 2018 summer meeting.

Goals were met by hosting 3 successful meetings. Since the Annual Conference was taking place in Ithaca, we decided to host our spring meeting at Morrisville instead of at Coltivare like we had originally planned.

Challenges:

Regional budget New topics

Goals for Next Year:

New host campuses Successfully working with a very limited budget Professional development opportunities/workshops during meetings Engaging speakers Webinars



Downstate Region

Submitted by:

Christina Koromi and Theresa Hammonds, Co-chairs

Overview of the Year:

The fall meeting was held at New York Institute of Technology (Long Island Campus). The professional development component of the meeting included a presentation on student veteran programming. During the meeting, Theresa Hammonds was elected as a new downstate co-chair after Tracey Iorio stepped down from the role (and moved into the NYSTAA Officer position of Regional Coordinator).

During the spring, we were welcomed at Concordia College's campus in Bronxville, New York. The professional development hour included a presentation on international transfer student populations and agreement opportunities. During the meeting, Christina Koromi announced she would be stepping down from her role as co-chair, and Anne Gilligan-Evans was elected to fulfill the position.

Successes:

- We were very pleased with the discussion topics and presentations during both regional meetings.
- Many downstate members continue to support the organization by stepping into leadership roles within the executive board.

Challenges:

Attendance

Goals for Next Year:

- Increase Attendance
- Continue to diversify subject matter for professional development presentations.



Eastern Region

Submitted by:

Jill Brinkman and Darlene Poirier, Co-chairs

Overview of the Year

The 2018-2019 academic year was again a challenge for the Eastern Region. We were able to have a summer meeting, but the fall and spring were a challenge. The Eastern Region has been struggling with attendance. With budgets as they are, it is hard for people to get approval to travel. We tried a virtual meeting in hopes of better attendance, but again attendance was poor. Jill will be resigning as Co-Chair after the May conference, therefore, the Eastern Region will need a new Co-Chair.

Summary of Summer 2018 Regional Meeting: The Summer meeting was well attended. We had Tammy Rehberg, a Certified Life Coach, prior SUNY Cobleskill Career Counselor and Assistant Director of Res Life, speak with us about stress, energy awareness, perspective and mindset. We had great conversation and those that attended really enjoyed themselves.

Summary of Fall 2018 Regional Meeting: Tried a virtual meeting and only three people attended. We spoke briefly and decided we need to brainstorm ideas. Thought the annual conference would be a great place to do this.

Summary of Spring 2019 Regional Meeting: Decided to hold off and get together with those attending the annual conference to brainstorm ideas on how to improve attendance at our regional meetings.

Successes

Jill and Darlene held an engaging summer meeting and worked hard to brainstorm ideas and venues to hold future meetings.

Challenges

- Participation in Regional Meetings
- Day/time for meetings
- Topics of interest
- Hosts for meetings
- Response from Eastern Region members

Goals for Next Year

- New Co-chair
- Brainstorm for topics and professional development for Regional Meetings
- Day/time for meetings
- Include activities to strengthen team work
- Call in option for meetings
- More outreach to Eastern Region members to encourage their attendance and participation.



Western Region

Submitted by:

Anne Anthon and Deborah Jones, Co-chairs

Overview of the Year:

The summer meeting was held at SUNY Niagara County Community College Culinary School in Niagara Falls, New York.

The fall meeting was held at SUNY Fredonia.

Successes:

- Six proposals were accepted by the NYSTAA Issues committee for the annual conference!
- We have revamped regional meetings into Professional Development Days.

Challenges:

- Attendance
- Coordinating compatible dates for scheduling of Professional Development Days

Goals for Next Year:

- Increase Attendance at Professional Development Days
- Have a presentation presence at the NYSTAA Conference in 2020
- Best practices for increase transfer fairs and visits.