

OASC Board- August BASIC Director Review Meeting

Meeting Monday, August 8, 2022 7:00 pm

Meeting held at via Zoom

Members Present:

Executive Director, Dawn Brockman
Third Year Advisor/BASIC Registrar, Shawn Freeman
Second Year Advisor, Jennifer Phenicie
First Year Advisor, Anna Schieffer
BASIC Curriculum Director, Melinda Parks

- **BASIC Director Review**

- **Melinda Parks: Curriculum Director**

- Strengths:

- Seeking feedback, as well as implementing said feedback
- Involved in the council rooms, more active throughout the workshop
- Helpful with problem solving; helped advisors get to the answers of problems, giving them a say in the problem solving
- Future focused

- Things to Work On:

- Getting more comfortable with the role

- MISC:

- Felt stronger after July session
- What items are solely this director's responsibility and what are team decisions?
- More defined descriptions of each role on the director team

- **Denise Tomlinson: Facilities Director**

- Strengths:

- Attention to detail
- Open to suggestion
- Taking some of the small responsibilities from the advisors' plates
- Council Boxes are INCREDIBLE!

- Things to Work On:

- Checking In/Out
 - Look for ways to expedite the process
- Command Post
 - Officer
- Dress Code
 - Look into the shorts/skorts issue
 - Mailing out dress code instead of emailing

- MISC:

- When there is an issue, include all directors so everyone is in the loop

- Location changes: if it improves the workshop/facilities, absolutely
 - Keeping it affordable for delegates, while still maintaining adequate pay for advisors
- **Shawn Freeman: Registrar**
 - Strengths:
 - Looking at the big picture
 - Bringing people together/relationships
 - Easy to get along with/level headed
 - Go with the flow/keeps advisors calm in issues
 - Things to work on:
 - Continue to make the registration process easier
 - Mail out dress code/guidelines for workshop
 - MISC:
 - Make video about BASIC 'A Glimpse Into BASIC'
 - Address some of the issues that are always confusing
 - Working on a document with hyperlinks to all of the info that you would need
- **Karen Koehn: State Officers and JCs**
 - Strengths:
 - Brings an awesome perspective
 - Organization with JCs
 - Servant leadership: do what needs to be done, when it needs to be done, no questions asked
 - Things to work on:
 - Training with JCs and officers
 - Letting advisors know the training process so that staff members can help bridge the gap between expectations and actions of JCs
 - Find time to meet with advisors
 - MISC:
 - Home advisors (when recommending): give them a list of skills to rank the students on vs. a rec letter
 - Bridging the gap between Curriculum Director and JC Director

Minutes recorded by Anna Schieffer, First Year Advisor