



Membership and Leadership Committee Meeting

January 24, 2022

4:00 - 5:00 p.m.

Minutes

1. Elections Manual

- The Committee reviewed and approved the updates to the [Elections Manual](#)

2. Committee Charter

- Andrew and Jonny requested that committee members review and make suggestions to the [charter document](#) **before** our next meeting.

3. One-pager

- The committee reviewed [five layouts](#) created by the fabulous Ashley. The first and fifth layouts were the committee's favorite.
- Using this Google Form, the one-pagers tag line(s) will be chosen by vote.

4. Membership drive

- FACCC has hired Karla Salazer - as a consultant to help with the membership drive
 - Completed SWOT analysis
 - Survey out to membership will go out soon, and there are incentives to respond to the survey.
 - Membership Drive focusing on member-to-member will be ready by the A&P Conference.

5. SWAG

- Ashley shared the images of FACCC swag that had been ordered. It is almost as fabulous as Ashley!

- The committee suggested that webinar attendees be physically mailed something to help with membership.
 - Possibly the one-pager? Or less expensive swag?
 - Can we ask if participants are members for their physical address cell number during registration, so we have a list for recruitment?

6. Cross committee collaboration

- Intentionally focus on membership at all FACCC webinars and events
- Have a set of slides and script, along with chat dialog to join that is used at all FACCC events for intentional membership recruitment.
- Messaging “Not a member of FACCC? Now is it time to pay it forward?”

7. Miscellaneous

- Develop an email template leader for FACCC leaders to use to email campus faculty

8. Future Meetings

- Fourth Monday of the month at 4 pm
- All Committee Day - May 6, 9-11 am, virtual meeting

9. Current membership data/patterns

- [Link to folder: membership reports](#)

10. Committee Goals Doc

- [Link to Committee Goals Doc](#)