

**March 27-28,
2024**



ACHIEVE

Transfer Student Success Conference

Smooth Sailing: Navigating the Course for Transfer Success

ACHIEVE CONFERENCE PLANNING COMMITTEE MEETING MINUTES

October 12, 2023 @ 10:00 AM via ZOOM

1. MEETING WAS CALLED TO ORDER AT 10:05 AM BY DR. WELHBURG AND THE FOLLOWING ITEMS WERE DISCUSSED.
2. KEYNOTE SPEAKERS/PANELS UPDATE
 - a. Dr. Brownlee (Day 1) and Dr. Purcell (Day 2) - Dr. Brownlee has agreed to do a promo video for our conference. We will meet with him in November to discuss this and the conference in general.
 - b. Dr. Angela Coleman (USA) is going to talk with people at the Gardner Institute to see if we could get one of their staff to come be a keynote speaker
 - c. Nan Young Perez Uribe will lead a TRANSFER STUDENT PANEL (with help from Brandi Stacey) - Focus of panel will be on “students who actually ran into issues and problems and how institutions might work to address them”.
3. SAVE-THE-DATE EMAILS
 - a. First one sent out this past Tuesday.
 - b. Next one to be sent once registration is up and running on USA page (hopefully by the end of October.
 - c. Other Save-The-Date (conference reminder) emails will go out approximately one per month from now until March 2024 where we spotlight speakers, opportunities to be a conference sponsor/exhibitor, request presentation proposals, share hotel, restaurant, and other activity information about Mobile, Alabama
4. REGISTRATION PAGE (USA is working on setting this page up)
5. WEB PAGES FOR CONFERENCE - These are set-up and are constantly being updated
 - a. [USA - Achieve Conference Page](https://www.southalabama.edu/departments/institutionaleffectiveness/achieve_conference_registration.html)
 - b. [Alabama Transfers - Achieve Conference Page](https://alabamatransfers.com/achieve-conference)
6. SPONSORS AND EXHIBITORS
 - a. Sponsorship/exhibitor opportunities will be similar to last year with different giving amounts
 - b. Keith Sessions is working on an online form and printable flier to send out to prospective organizations, businesses, and institutions.
 - c. This request should go out sometime in late October or early November.

7. CONCURRENT PRESENTATIONS PROPOSAL FORM (BREAKOUT SESSIONS)
 - a. We plan to offer 3-4 breakout (concurrent) sessions during the conference
 - b. Keith Sessions is working on an online form to make available and to send out in emails so that people can begin to submit presentation proposals. We will take proposals all the way through January (and possibly into early February)

8. AGENDA FOR CONFERENCE
 - a. The 2024 conference agenda will be similar with a few changes to the 2023 agenda. To view the 2023 agenda, go here...
<https://alabamatransfers.sfo3.digitaloceanspaces.com/uncategorized/2023-Achieve-Agenda.pdf>
 - b. Keith Sessions is working with Dr. Catherine Wehlburg to create a “draft” agenda for our next planning committee meeting.

9. HOTEL INFORMATION - New suggestion - We do not plan to block off rooms and enter into various contracts with hotels. We will just provide a list of nice hotels in the area for attendees to choose from and let them shop around for the best rate they can find.

10. NEXT PLANNING COMMITTEE MEETING
 - a. November 9 - zoom - 10 am
 - b. Focus of the next meeting will be on food for the conference and providing updates on the on-going work mentioned above.

11. MEETING ADJOURNED AT 11:05 AM.

SAVE THE DATE 2024

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Transfer Student Success Conference
March 27-28, 2024

*Smooth Sailing:
 Navigating the Course
 for Transfer Success*

Register Today
 Scan the QR Code below.

EARLY BIRD FEE
\$100
 Regular Fee \$150
 After January 9, 2024

HOSTED ON THE CAMPUS OF THE UNIVERSITY OF SOUTH ALABAMA



THIS YEAR'S THEME - NAUTICAL - "Smooth Sailing: Navigating the Course for Transfer Success"