

Annual Report of the Ohio College Personnel Association (OCPA)

July 1, 2022-June 30, 2023



OCPA
Annual Report

Prepared by Christopher Daniel Tyner, President

This document is a collection of reports prepared by the various members of the 2022-2023 OCPA Executive Board. While this report is not exhaustive in nature, it is a strong representation of the work that occurred and the achievements that were made throughout the stated year. Any questions regarding this report should be directed to Christopher Daniel Tyner, Christopher.Tyner@franklin.edu.

President's Report-Christopher Daniel Tyner

I was very humbled and honored to serve as the OCPA President for 2022-2023. This was a pivotal year for the organization being that we were looking to continue to holistically grow as we came out of the COVID 19 Pandemic. Coming into the year I had three specific goals toward impacting the organization. (1) Engage with the Executive Board Toward Establishing a New Conference Location. (2) Engage with the Executive Board Toward Creating a New Strategic Plan. (3) Investigate and Propose Three New Growth Strategies for the Organization.

I collaborated with the 2023-2024 Annual Conference Chairs and President to explore a new Conference location. After visiting two separate venues, the group reached a conclusion that the Hilton Polaris would become the host of 2024 Annual Conference. Planning for the 2024 Conference is currently underway and per anecdotal feedback has already generated a great deal of interest throughout the Ohio Higher Education community.

The new Strategic Plan Process began during Fall 2022 and continues to progress into the 2023-2024 year. The Plan is currently in a rough draft form and should reaching a final format by September 2023.

Throughout the 2022-2023 year a number of strategies were discussed regarding opportunities to further sustain and grow the organization. Some example of these strategies include increased emphasis on sponsorship for the Annual Conference (Partnership Chair position was vacant during the 22-23 year), adjusting membership dues to account for comparable rates with other organizations and broader economic inflation as well as repurposing the careers conference toward creating a new development opportunity for new professionals.

Moving forward the three primary opportunity factors that exist for the organization are: (1) Declining membership base. (2) Declining Graduate Participation and (3) Organizational Finance's. Investigation conducted by the Membership Chair indicated Declining Enrollment for several years. Membership data will begin to be analyzed to determine opportunities that exist to positively impact this dynamic. Higher Education and Student Affairs (HESA) Program enrollment statewide has declined for several years. This dynamic has directly impacted the organization as traditionally a large part of the membership base is graduate students. It is clear that the organization will need to focus more purposefully on recruiting graduate students to combat the reduction in overall enrollment. The Executive Board has discussed the 2023-2034 budget situation and has created a consensus zero budget projection for the coming year. While not an optimal situation the Executive Board agrees that financial sustainability is an utmost priority moving forward.

Past President's Report – Julie Humbel-Courtney

Goal 1:

Update the OCPA By-Laws to reflect the organization's current structure and changes that were brought on by the post-Covid return to "normal".

Accomplishments Related to Goal 1:

I updated the OCPA By-Laws, and the Board passed an affirmative vote to adopt the updated by-laws. The updated by-laws can be found in Dropbox and attached to this report. The constitution should not need to be updated for 5 years (2028).

Goal 2:

Contribute to the 2023-2026 strategic planning process.

Accomplishments Related to Goal 2:

I served on the Membership strategic planning committee this year. Our committee was able to meet twice before our committee chair went on maternity leave. We were able to generate some ideas for promoting membership across Ohio, especially at institutions where we currently do not have any membership. I am excited to see how the new strategic plan and the suggested tactics take shape over the next year.

Assistant Treasurer Report-Sheri Klatt

Goal 1:

Take over processing budget proposals, record the proposals into our spreadsheet, and make sure we start the fiscal year at a zero budget. Complete by July meeting.

Accomplishments Related to Goal 1:

Have sent out budget proposals and will review the proposals in July with Patrick to ensure close to a zero budget.

Goal 2:

Work with Doug to process receipts that are submitted via Campus Groups to make sure people are reimbursed in a timely manner of 48 hours and recorded in our spreadsheet within 48 hours.

Accomplishments Related to Goal 2:

Have been able to do this with every receipt we have received.

Conference Chair Report: Ali Moore

Goal 1:

Increase attendance at the Annual Conference.

Accomplishments Related to Goal 1:

Annual conference had a slightly increased attendance from the previous year.

Goal 2:

Get through using DoubleTree and explore other options for the next conference.

Accomplishments Related to Goal 2:

A team from the board got together to explore other options and there is a new location for the next conference.

Additional Accomplishments

The annual conference had a new program for sessions, workshops, etc. I also personally feel that I learned a lot about the importance of a development chair in regards to the conference and the organization in general.

Historian Report: Kirsten Lindsay

Goal 1:

Re-establish connection with archives at BGSU

Accomplishments Related to Goal 1:

Visit to the archives completed

Goal 2:

Raise awareness of OCPA history

Accomplishments Related to Goal 2:

"Moment in History" submitted to monthly newsletter

Graduate Member at Large: Elizabeth Ehren

Goal 1:

I will organize (or co-organize) at least two events focused on graduate student networking and career development throughout the upcoming academic year.

Accomplishments Related to Goal 1:

We created a presentation on how to present at a conference, and we created a handout with

information about conferences. We also organized the case study competition, which engaged several teams.

Goal 2:

I will create (or co-create) at least three social media posts or campaigns focused on graduate students, which will help to increase our Instagram/LinkedIn following by 20 people or more.

Accomplishments Related to Goal 2:

I regularly shared out OCPA information to my social media network, and I got the Ohio State HESA program to repost many things related to HESA.

Assistant Conference Chair Report: Zach Hooten

Goal 1:

Expand the network of OCPA to other associations and organizations across Ohio that also work to support college students and advance the mission of higher education. These connections will increase engagement with OCPA. This will be accomplished by accessing current networks and contacting representatives. I hope to invite representatives to the annual conference for a convening.

Accomplishments Related to Goal 1:

Although not fully complete, we have created a timeline to accomplish this in summer and fall 2023. By utilizing the strength of the strategic plan, the annual conference leadership team will continue these efforts.

Goal 2:

Collaborate with the assessment team to gather data about the annual conference moving forward. This is the final year of the contract at the Doubletree and we should explore other options. I believe it is important to get feedback from the conference participants about their experience with the doubletree so we can make an informed decision.

Accomplishments Related to Goal 2:

We have a new conference venue! The team that worked on the new location was fantastic and did the necessary work to locate and acquire a conference space and time that will further expand our efforts.

Additional Accomplishments

The annual conference got a "face lift" from some of the committee members. We designed and executed new styles for ed sessions. We also created inroads with new partners. I sense good energy toward the conference.

Careers Conference Chair: Ashley Metzger

Goal 1:

Increase attendance to 100

Accomplishments Related to Goal 1:

Total of about 15 people registered and the event was cancelled.

Goal 2:

Integrate career-readiness into careers conference and have Denison career center on-site for mock interviews and resume reviews.

Accomplishments Related to Goal 2:

Denison's career center had scheduled 10 individuals to review resumes and conduct mock interviews with participants; we ended up cancelling the conference so no additional information.

Public Member at Large Report: Cheryl Lyons

Goal 1:

Connect with Ohio AHEAD membership to encourage attendance and participation in OCPA events

Accomplishments Related to Goal 1:

Invited participation of Ohio AHEAD executives and membership for OCPA events. Continued to voice the need for disability access as part of OCPA events, DEI efforts, and strategic discussions.

Goal 2:

Present at the Careers and Annual conference, if accepted, and solicit presenters from other 4-year publics

Accomplishments Related to Goal 2:

Careers Conference Presentation Accepted; Conference Cancelled. Performed as Judge for Annual Conference Case Study.

Additional Accomplishments:

Solicited and Marketed Presentation Submissions within my networks. Nominated/Helped secure AVP to present at annual conference. Donated two items to Conference Auction. Volunteered at Annual Conference. Led Strategic Planning Subcommittee group.

Treasurer: Doug Lisko

Goal 1:

Centralize treasury resources and processes for OCPA board members

Accomplishments Related to Goal 1:

Created a Board Member Hub in Campus Groups that includes request for payment, payment methods, tax exempt form, etc.

Goal 2:

Further develop continuity information for the treasurer position regarding budget requests, payments, balancing accounts, etc.

Accomplishments Related to Goal 2:

Worked with Sherri to develop instructions and notes for transition process.

Communication Chair: Kelly Murphy

Goal 1:

Send out all 12 monthly newsletters on time

Accomplishments Related to Goal 1:

Completed all 12 monthly newsletters, they were all sent out on time and on a consistent basis

Goal 2:

Increase Social Media Usage specifically during annual conference

Accomplishments Related to Goal 2:

Provided Live Photos and videos of annual conference on Instagram; could have done more with annual conference website and LinkedIn



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