

Phi Theta Kappa Alpha Gamma Tau Follow-up Report Catalyst 2019

Phi Theta Kappa International Convention Gaylord Palms Resort in Orlando, Florida

Theme – Transformations

Attending Team Members: Amanda MacDonald, Lori Moore and Dr. Susan Hoffman

The Catalyst Experience provided:

Educational Forums: You had a choice of at least 10-20 different classes every session and just deciding how to get to all you wanted to go to was a challenge. We were able to find a balance between choosing classes that would benefit the chapter and things we could bring back to share as well as attend classes that would help us each personally on our own educational journey and career path. We chose to attend the following classes:

- **One Chapter, Multiple Campuses** (Advisor Education)
- **Engaging Your Chapter Using the LMS** (Advisor Education)
- **Master of My Own Happiness: Using Positive Psychology in Leadership** (Soft Skills)
- **Managing Your Digital Footprint** (Workforce Readiness)
- **PTK from A to Z for Advisors** (Advisor Education)
- **New Kids on the Block: Step by Step Advisor Engagement** (Advisor Education)
- **Best Practices for Membership Recruitment and Engagement – What Chapter Officers Can Do** (Leadership Development)
- **Honors in Action: Developing a Research Question** (Leadership Development)
- **Leading Effective Teams** (Leadership Development)
- **Honors in Action: Hear Everyone's Voice** (Leadership Development)
- **Building Your Professional Portfolio** (Workforce Readiness)
- **The Art of Engaging Conversations** (Soft Skills)
- **Come On Guys...How Old Are We?** (Soft Skills) - Navigation through changes in the work place
- **Manage your project. Don't let it manage you!** (Leadership Development)
- **Who am I in Grandma's Attic?** (Leadership Development) - learning to appreciate the value of each team member through improvisation
- **How to Motivate Your Members** (Advisor Education)
- **Scholarship Resume Workshop** (Transfer Readiness)
- **PTK Connect: Connect All the Dots** (Workforce/Transfer Readiness)
- **Four "Must Have" Career Readiness Skills: What Employers Want From You** (Workforce Ready/Soft Skills)
- **Transferring to an Online Program** (Transfer Ready)
- **Keeping Up! Resumes, Cover Letters, & Interviewing Information** (Workforce Ready)

- **Polishing the Gemstones of your College Life: Essays that Shine** (Transfer Ready/Scholarships)
- **From Nothing to Something Awesome** (Transfer Ready/Scholarships)
- **Let's Go to Business School: Tips for Transfer** (Transfer Ready)

General Sessions fostered cohesiveness between all PTK members in attendance at Catalyst 2019 through high energy presentations and interactions with the International Officers.

Motivational Speakers: Elda Pere, Chef Jeff Henderson, Mel Robbins and Dr. Lynn Tincher-Ladner, Phi Theta Kappa President and CEO

Award Ceremonies provided knowledge of what other chapters are doing and the opportunity to celebrate their accomplishments.

Opportunity to represent the Arizona region in addition to our local chapter.

Opportunity to interact and get to know regional members on a personal level and learn from them. This began when we attended the Arizona Regional Conference in March at Rio Salado College and continued as we renewed friendships at Catalyst.

Student Luncheon:

This may seem like an odd thing to highlight. Yes, the food was awesome but that is not what impressed me. PTK could have served sandwiches and had us line up to get our boxed lunches – a simpler and easier way to serve more than 2000 students and at a much lower cost!! Instead a formal luncheon was served and specifically designed to provide–

Another learning experience – Hotel employees served a formal luncheon to our table– an experience specifically designed to provide the opportunity to learn proper manners and etiquette at a business luncheon or dinner (which fork to use, which napkin is mine, when do I start eating?). For many of the students this was something that they had never experienced before. No assigned seating. It was also an opportunity to meet & talk (practice our networking skills) with PTK members from other chapters in the United States. The girl next to me started eating and then looked at me because I was not eating. She asked why. I told her I was waiting until the last person at our table had been served. It is proper manners to not start eating till everyone at your table has received their meal. You do not have to wait for the whole room but only your own table. She said, “they taught us about that in a seminar we had at PTK. I forgot.”

Transfer Fair – over 100 universities were present for students to be able to meet and explore their options. A rare opportunity to have so many colleges and universities in one room and from all over the United States not just from the region you live in. Another opportunity provided by PTK membership.

Each day was packed full of learning experiences and fun. The hard part was choosing how to spend your time. You got out of each day what you put into it. The possibilities were endless.

Now we have the opportunity to decide how best to share this information with our chapter and Northland Pioneer College to the best advantage of all.

Plans to Disseminate Information Learned at Catalyst 2019:

Immediate Goals (before Fall 2019):

- **Create a power point presentation** to share our Catalyst experience with chapter members. This will be accomplished at our final chapter meeting on May 3, 2019.
- **Create a standardized presentation** to promote PTK and to use on campuses to inform and increase membership.
- **Create a Catalyst 2019 Information Database** to ensure that the information learned will not be lost with the graduation of students and to ensure that the information will be passed on to future chapter leaders for application and learning. At the present time this will be kept on our chapter advisor's computers. However, we hope to find a more secure method of preserving these records against computer failures and potential loss with change in faculty. We will discuss options with our technical department.

Catalyst 2019 Database will include the following items:

- Digital Copy of the Grant and Methodology Charts Submitted.
- Class Notes from each of the participants on all of the classes they attended – what they learned and recommendations for application in our local chapter.
- Catalyst 2019 Photo database - photos taken at Catalyst to be used in the creation of future visual presentations, social media posts, and marketing to increase chapter membership and participation in PTK Alpha Gamma Tau.
- Digital copy of the report to Mark Vest and Ricky Jackson to report and account for the use of the grant money provided to attend Catalyst 2019.
- Student Orientation (see below)
- Convocation Fall 2019 (see below)

Academic Year 2019/2020 Goals:

The four hallmarks of Phi Theta Kappa that create its foundation are Leadership, Scholarship, Fellowship and Service. It our goal to offer all of these opportunities to our members. We cannot truly offer these opportunities without active membership so our first priority is to build active membership.

Our goal is to increase active membership from 5%-20% during the 2019-2020 academic year in the following ways:

- **Increase awareness on campus** (students, faculty and administration)
- **Increase membership** (the number invited who accept the opportunity & join)
- **Increase active membership**- We need people (active members) to be able to participate in service projects, college projects, Honors in Action, develop increased fellowship within the chapter, increase leadership opportunities, increase the number of scholarships received by students while they are at NPC and as transfer students beyond the Arizona

All Academic Tuition Waiver – to increase access for NPC students to the \$37 million scholarships funds that PTK offers each year.

- **Improve PTK Education** through chapter meetings and Workshops designed to increase knowledge & ability to take advantage of ALL the opportunities of PTK membership. Provide support and fellowship to current members and encourage future members to join and get involved.
- **PTK highlights** (2-5 min) to share information, learn about the PTK website and sources available to help students succeed
- **Activities** that foster increased comradery, fellowship, and support.
- **Partner with other organizations/individuals on campus:**
 - October 2019 Jennifer Bishop and the Business Department is planning a Junior Entrepreneur Competition for high school students who are enrolled in the entrepreneur certificate program (dual enrollment students). PTK plans to have a booth to tell high school students about PTK and representatives to talk to them and encourage them to join (future members). This is an efficient way to reach a lot of high school students on a large number of campuses in our area. We support NPC's desire to have these students continue their education after high school at NPC by providing information about what opportunities and student support to succeed NPC can offer them. We are excited to contribute in providing a great experience for these students as they spend a day on our campus.
 - President's Scholars (see below)
 - Advisors and Career Services (see below)

Long-term Goals:

College Projects

Honors in Actions Projects

What do we need from Northland Pioneer College to succeed with these goals?

First of all, thank you for your support of Phi Theta Kappa Alpha Gamma Tau already and for providing us with the opportunity to attend Catalyst. We want to continue to work with you and all of the faculty at Northland Pioneer College to provide a more enriched experience for our students.

Over and over at Catalyst we were encouraged to partner with the faculty and administration at our colleges to increase awareness about PTK. We would like to request your assistance in the following ways to accomplish this goal:

Objective #1: Increase administration and faculty awareness of what Phi Theta Kappa is and how it can benefit NPC students:

Many of the chapters that we spoke with said that instructors included a small paragraph in their class syllabuses explaining what PTK is. This would be fantastic but first they need to know what PTK is and why including a PTK paragraph in their syllabus would be beneficial to their students and to the learning experience. PTK is open to all students in every area of study so this means that we need to tell all faculty and administrative personnel about what Phi Theta Kappa Alpha Gamma Tau is.

- **Convocation Fall 2019:**

- We would like to make a **5-10-minute presentation at convocation at the beginning of each semester**. We believe that this will be more effective than a mass email. It is a captive audience of all faculty and administration (they are required to attend convocation) and provides us the opportunity to share who we are and what we can offer them and their students. **At the end of the presentation we would request that they support us by adding a small paragraph about PTK in each class syllabus each semester that explains what PTK is and has contact information if students would like to know more about PTK. (we will provide the paragraph already written in a follow-up email to all faculty and administration the day of the presentation so that they can cut and paste into each class syllabus).** This effectively allows us access to two captive audiences at a minimal cost beyond our time and effort – we reach the entire administration and faculty in person and by email and then we reach a large majority of the student body because they have to read their syllabus to be successful in their class. If an instructor would like a short presentation to their class we would also provide this.

- **Advisors/Career Services:**

- Provide PTK flyers to all of the advisors/career services at all of the campuses and centers that they can pass on to students when they hold advisement sessions with students with contact information if students would like more information about PTK. We would also provide a digital copy that can be printed or emailed to students as well.

Objective #2: Increase student awareness of what Phi Theta Kappa is and how it can benefit them:

- **Include Phi Theta Kappa in Student Orientation-** orientation is mandatory for every student. This can be accomplished by including a PTK flyer in the packet students receive or if the instructor would allow a representative of PTK to do a 5 min presentation during orientation and provide a handout to be included in the student packets with a response card for those who would like more information to create future contact lists.

The next NPC Student Orientation (STU098X) sessions are scheduled for the following dates in May at the following locations:

05/23/2019	1:00-3:29 pm	White Mountain Campus
5/28/2019	9:30-11:29 am	White Mountain Campus
	9:30-11:59 am	Little Colorado Campus
	9:30-11:29 am	Painted Desert Campus
	12:30-2:59 pm	Whiteriver Center
05/29/2019	12:00-2:29 pm	Springerville/Eager Center
5/30/2019	9:30-11:59 am	Kayenta Center
	11:00-1:29 pm	St. Johns Center
	1:00 – 3:29 pm	Silver Creek Campus
5/31/2019	9:30-11:59 am	Hopi Center

Each student must sign up for orientation so this would reach all **new** students whether they are part time or full time at the beginning of their NPC experience.

We would like permission to be included in this each semester when orientation is held beginning with the sessions in May 2019 listed above.

- **President's Scholars** are students that already excel academically. The only thing they lack to be invited to join PTK is 12 credit hours which they will complete their first semester in the program. Some of them may already qualify because they have been dual enrollment students and have NPC credits. Reaching this group their first semester would be very beneficial because then they have at least two years to join and be active reaping more of the benefits PTK has to offer.

Reaching this group could be accomplished by including a **PTK flyer in each envelope along with their letter of invitation to apply for the President's scholarship** – this goes to HS students and is a 2-year scholarship. THESE LETTERS have already been sent out for this year but we would like to be able to work with the committee that handles this so we can be part of the process for next year.

Because we are too late to participate in this way for this year's high school students, we would like to do a short presentation in their Honors Forum class (which each student is required to attend) to explain what PTK is if the instructor would allow us to do this. We could then ask who would be interested in more information. If that is not possible or maybe in addition to the presentation, we could send an email to each of the scholarship recipients telling them about PTK

and asking if they would like more information. These students are already receiving a tuition and books scholarship and so they see the benefit of more scholarship money.

On the final page of this document you will find a copy of the Catalyst budget and an accounting of what was actually spent in completing this endeavor.

Everything at the conference had a purpose and was designed to enrich the experience of the students and advisors. What a gift to be able to attend. Thank you for your support in letting us attend this convention and represent Northland Pioneer College Phi Theta Kappa Alpha Gamma Tau. We look forward to hearing from you in response to our requests for assistance.

Catalyst Budget Summary

	Original Budget (Advisor+3 students)	Actual Amount Spent (Advisor + 2 students)
Catalyst Registration	\$1,436.00	\$1,077.00
Travel –		
Personal Vehicle	\$ 153.08	\$ 153.26
Show Low to Phoenix Sky Harbor Round Trip		
Airport Parking	\$ 50.00	\$ 56.34
Tip for baggage handling		\$ 6.00
Airfare (\$370-550 with taxes) (Phoenix to Orlando, FL Round Trip)	\$2,200.00	\$1,217.97
Baggage Fees	\$ 120.00	\$ Free w/Southwest
Shuttle	\$ 48.00	\$ 105.24
Orlando- Kissimmee To hotel and from hotel to airport		
Hotel	\$2,079.36	\$2,097.68
4 nights x 2 rooms		
Housekeeping Tip x 2 rooms		\$ 40.00
Per Diem (Meals)	\$1,120.00	\$ 840.00
Orlando - \$56/day x 5 days		
Total Costs	\$7,206.44	\$5,593.49