



California Music Educators Association (CMEA)

Handbook of the CMEA Collegiate Council

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CMEA

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This manual is intended for use by the CMEA Collegiate Council and Advisory
Committee

Welcome from the CMEA Collegiate Representative

On behalf of the California Music Educators Association (CMEA) Board of Directors and Council of Representatives, it is my pleasure to welcome you to the CMEA Collegiate Council Handbook. The Council was developed as a way for CMEA collegiate members to assume a more active role in music education in the state of California. This handbook is designed to facilitate that endeavor and to assist you in representing your collegiate colleagues in music education. It details the purpose and goals of the Council, and also contains information regarding your responsibilities as a representative. I look forward to working with you in the coming months, and to improving musical education for California's students now and in the future.

Best,

Dr. John Eros

California State University, East Bay

CMEA Collegiate Representative to the CMEA State Council

Welcome from the CMEA Collegiate Council Chairperson

The purpose of the CMEA Collegiate Council is to provide a voice for the collegiate members of CMEA as well as support CMEA in their endeavors. This handbook was developed to provide clear roles and objectives for the council members and to answer any questions the members may have on what the council is all about. It is my hope that this handbook will serve as guidelines for the council as we start to take a more active role in CMEA in the coming years. With dedication and active communication, this council can make a difference for music education in California and for CMEA.

Sincerely,

Kelly McCarley

CMEA Collegiate Council Chairperson

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STRATEGIC PLAN

I. Preamble

The CMEA collegiate council is the voice of CMEA Collegiate Members all throughout the state of California. The council is the bridge between the CMEA Executive Board and the CMEA collegiate population. The council is made up of collegiate members from all nine sections of CMEA. We advocate not only for Music Education, but for the professional development of CMEA's collegiate members.

II. Values

Professionalism:

The CMEA Collegiate Council is dedicated to teaching collegiate members to reach the highest professional standards to become a well-rounded future educator.

Collaboration:

The CMEA Collegiate Council believes it is important for collegiate students from all sections of CMEA to meet and work with one another to uphold CMEA's vision, values, and mission.

Responsibility:

The CMEA Collegiate Council to taking personal and collective action, as a council, to take all necessary steps to achieve the CMEA Collegiate Council's stated goals.

III. Vision Statement

The Vision of the CMEA Collegiate Council is to be the voice of all the CMEA collegiate members and guide them to resources that meet their unique needs through CMEA and NAFME.

IV. Mission

Mission Area #1: Membership Services

CMEA Collegiate Council Membership Mission: To provide value, support, and services to the CMEA Collegiate Members and create a strong community among all collegiate chapters throughout California.

Goals:

- **Goal #1:** Increase awareness of CMEA to collegiate students across California (1-2 years)
 - Establish relationships with existing chapters and provide them with information to pass out to their chapter members and incoming students each year
 - Create a collegiate section on the CMEA website

- **Goal #2:** Increase the enrollment of college music education majors in NAFME and their local music association by supporting existing chapters and facilitating the creation of new chapters (3-5 years)
 - Four-year universities:
 - Community colleges:

- **Goal #3:** Reach out to middle school and high school students who are interested in becoming music educators (3-5 years)
 - CMEA Collegiate council members collaborate and work with CMEA Tri-M Representative
 - Have collegiate chapters work closely with local Tri-M chapters
 - Create a tiered structure from Tri-M to Collegiate Council to CMEA Board

Mission Area #2: Professional Development

CMEA Collegiate Council Professional Development Mission: To provide and promote professional development opportunities for CMEA collegiate members and support their preparation for the music education profession.

Goals:

- **Goal #1:** Establish what the collegiate council is (1 year)
 - Create a strategic plan that outlines the council's values, vision, and mission
 - Establish and maintain an electronic handbook which puts forth the policies and roles of the collegiate council

- **Goal #2:** Increase the attendance of collegiate members at CASMEC every year
 - Organize and facilitate a collegiate-specific clinics strand at CASMEC every year that promote the professional growth of music education students
 - Host a social for collegiate members for the purpose of networking

- **Goal #3:** Create meaningful projects and leadership opportunities for collegiate members
 - Establish section workshops
 - Establish a statewide collegiate conference

Mission Area #3: Advocacy

CMEA Collegiate Council Advocacy Mission: To strengthen and expand music education in California schools in order to guarantee access to quality music education for all students.

Goals:

- **Goal #1:** Increase the attendance of collegiate members at *Stand Up 4 Music* day in Sacramento every year (1-2 years)

- Increase awareness of *Stand Up 4 Music Day* to collegiate members in CMEA
- Capitol section council representatives will spearhead arrangements for participation in this event
- Create an Advocacy campaign (like *Stand Up 4 Music*) that is created and run by the collegiate members of CMEA during the summer (3-5 years)
- **Goal #3:** Send more CMEA collegiate representatives to NAFME Hillday in Washington DC every year
 - Publicize awareness of the event through social media and public relations
 - Organize fundraising campaigns to fund travel expenses for collegiate members
- **Goal #3:** Create and advocacy officer position on the Collegiate Council
 - Advocacy officer will work with public relations officer to promote advocacy

Why a Strategic Plan?

The CMEA Collegiate Council strongly supports the establishment of a comprehensive, strategic plan for guiding the organization in the twenty-first century. This plan calls for a number of strategic directions, the development of objectives for achieving these directions, the assignment of responsible parties for each segment of the strategic plan, and a systematic means for ensuring on-going progress.

CMEA Collegiate Council

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Ethan Anema	Southwestern	eanema11@apu.edu
Lauren Culley **	Bay	lauren.culley@sjsu.edu
Julianne Rose Frye	Southeastern	JulianneRose.Frye@calbaptist.edu
Charisse Hines	Southern Border	charisseandrea04@gmail.com
Kate Kurek	Bay	k_kurek@u.pacific.edu
Kelly McCarley *	Southwestern	kellybells mccarley@gmail.com
Corey Tamondong	Northern Coast	cpt69@humboldt.edu
Christopher Thorne	North	cthorne@mail.csuchico.edu
Ryan Yoder	Southwestern	ryan.yoder@vanguard.edu

* = Chairperson

** = Secretary

Membership

Criteria

The membership of the council shall consist of collegiate students according to the following criteria:

- There must be at least one representative from each section of CMEA.
- There may be more than one representative from a given CMEA section, although no college/university should send more than one representative
- Representatives must be full-time enrolled college/university students and pursuing a course of study with a focus on music education
- Representatives must be active members of CMEA
- Members must be active in their schools' CMEA chapters, although they are still eligible to serve on the Council even if their schools do not have active CMEA chapters at the present time
- In the event that a member is unable to complete his or her term, a new member may be designated in the previous member's place according to the above procedure/criteria.
- It is not required for members to be replaced, provided there is at least one representative from each CMEA section.

Selecting Members

- Representatives are nominated through the Collegiate Advisory Committee in consultation with the Collegiate Representative
- Collegiate Advisory Committee members shall notify the Collegiate Representatives of the names and contact information for new Council members by January 30th of each year
- Prospective representatives may nominate themselves
- Once nominated, prospective representatives must complete the CMEA Collegiate Council application (Appendix III)
- The Collegiate Representative will review the applications and select the council members with consultation by the CMEA president and nominees' professors
- Members will be selected by and announced at CASMEC of every year

Duties of the Members

All Collegiate Council members are required to:

- Attend the CMEA State Conference (CASMEC). If Council members are unable to attend CASMEC, they are responsible for sending a substitute representative
- Present a report at CASMEC regarding their CMEA section's collegiate activities
- Participate in monthly or bimonthly conference calls, as organized by the Chairperson
- Maintain regular contact with the Chairperson
- Assist with creating and organizing collegiate strand clinics at CASMEC
- Serve as the primary contact between their college/university chapters, sections, and CMEA
- Members are highly encouraged to attend section conferences and board meetings

Term Length

- Members shall serve for one year, lasting from July 1 through June 30
- Members may serve more than one term
- In the event that a member becomes unable to serve on the council at some time during the term, the Collegiate Representative will work with the Collegiate Advisory Committee member to identify a new representative
- It is not required for members to be replaced, provided there is at least one representative from each CMEA section

Officers

At the present time, the Council shall have the following officers:

- Chairperson
- Secretary
- Public Relations
- Advocacy Chairperson

Prospective officers will be designated by the Collegiate Representative, in consultation with the CMEA Advisory Committee and the CMEA President. Council members may then submit an application to become officers. The applications are reviewed by the CMEA Collegiate Representative and the CMEA President, who will then determine who will serve as the officers.

Duties of the Chairperson

- Remain in regular contact with the Collegiate Representative
- Remain in periodic contact with the CMEA president
- Organize and lead meetings and conference calls
- Organize a Google Drive or Dropbox folder with CMEA Collegiate Council resources and share them with current members
- Organize the Collegiate Strand of clinics at CASMEC
- Assist in maintaining and updating the handbook
- After term is up, continue to offer assistance and advise the next council for the following year

Duties of the Secretary

- Take notes at all meetings and conference calls
- Disseminate notes to the membership
- Assist in maintaining and updating the handbook

Collegiate Representative

The CMEA Collegiate Representative is a member of the CMEA Council of Representatives. The duties of the Collegiate Representative are to:

- Facilitate the establishment of Collegiate Chapters throughout the State
- Organize and lead the Collegiate Advisory Committee
- Lead the CMEA Collegiate Council
- Assist the Collegiate Chairperson in administrative and other duties
- Other duties as outlined in the CMEA Board Manual 2014-2016
- Work with CMEA's Executive Administrator to advertise the council and applications via Social Media and the CMEA Website

CMEA Collegiate Advisory Committee

Section	Representative	Email
Bay	Danielle Gaudry	danielle.gaudry@csueastbay.edu
Capitol	Clay Redfield	redfield@csus.edu
Central	Leonard Ingrande	lingrande@centralusd.k12.ca.us
Central Coast	Mark Bidelman	markbidelman@gmail.com
North	Michelle McConkey	mmcconkey@csuchico.edu
Northern Coast	Paul Cummings	Paul.Cummings@humboldt.edu
Southeastern	Stephen Posegate	sposegate@calbaptist.edu
Southern Border	John Dally	jdally1@pointloma.edu
Southern Border	Mark McCann	Mark.mccann@cox.net
Southwestern	Emily Moss	Emily.Moss2@calstatela.edu
Southwestern	Mary Schliff	mary.a.schliff@csun.edu

Membership

The CMEA Collegiate Advisory Committee shall assist the Collegiate Representative in maintaining the Council. Members shall be:

- Designated by CMEA Section Presidents
- College/university faculty members
- There shall be at least one representative from each section.
- Additional interested faculty may also be designated by their CMEA section presidents.

Duties

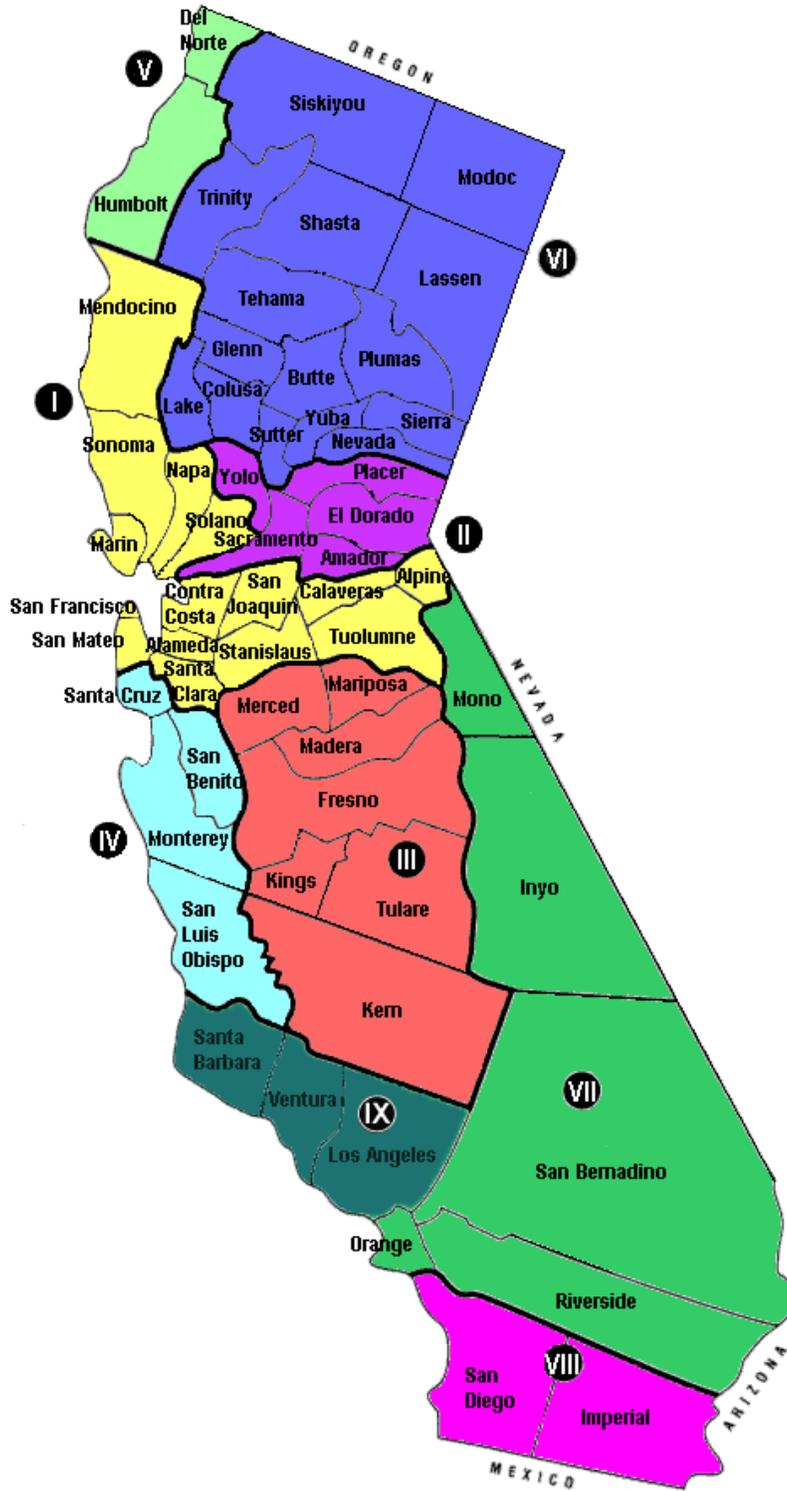
College Advisory Committee members shall:

- Identify Council Representatives from their respective sections
- Notify the Collegiate Representative and the Council Chairperson of the names and contact information of the Council Representatives
- Provide support for their representatives as necessary
- Advertise the Council and applications to collegiate members

Appendices

Appendix I

CMEA Section Map



Appendix II

List of Active CMEA Collegiate Chapters with Faculty Advisors

Chapter	Faculty Advisor
Azusa Pacific Univ	Alexander Koops
California Baptist Univ	Stephen Posegate
California State Polytechnic Univ	Janine Riveire
California State Univ - Bakersfield	Rene Ferrell
California State Univ - Chico	Michelle McConkey
California State Univ - Dom Hills	Richard Kravchak
California State Univ - East Bay	John Eros
California State Univ - Fullerton	Dennis Siebenaler
California State Univ - Northridge	Mary Schliff
California State Univ - Sacramento	Susan Metz
Chapman Univ	Robert Frelly
Concordia University - Irvine	Herbert Geisler
Humboldt State Univ	Paul Cummings
Point Loma Nazarene Univ	John Dally
San Diego State Univ	Nan McDonald
San Francisco State Univ	Wendell Hanna
San Jose State Univ	Diana Hollinger
Sonoma State Univ	Andy Collinsworth
Univ of California - Los Angeles	Lily Chen-Hafteck
Univ of Redlands	Katherine Hickey
Univ of Southern California	John Whitener
Univ of the Pacific	Ruth Brittin
Vanguard Univ	Mildred Yi

Appendix III

CMEA Collegiate Council Application

Basic Information:

Name _____ G.P.A _____

Email address _____

Phone number _____

College/University _____

College Advisor Name _____

Year in school _____

Council Responsibilities:

- Attend CASMEC
- Provide a report of your section activities
- Participate and contribute to council-designed projects
- Participate in monthly and bi-monthly conference calls

Please answer the following questions:

1. What leadership experiences qualify you to be on the CMEA Collegiate Council?
2. What is your vision for the CMEA Collegiate Council?
3. In what ways can CMEA benefit collegiate members most?
4. Are you willing to commit to this leadership position from July 1st to June 30th of the following school year?
5. How many years/semesters do you have left until you complete your program?