

# WESTERN REGIONAL HONORS COUNCIL

## Officer Meeting Minutes

Virtual/Remote Meeting

Date: Monday, October 13, 2025

Presiding: Megan Hughes, President

Minutes by: Christina E. Denison, Secretary

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### Members Present

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Name & Title	Institution
Megan Hughes, President	Metropolitan State University of Denver
Bill Doyle, Vice President	University of Nevada, Las Vegas
Sandra Pérez, Past President	California State University, Long Beach
Christina E. Denison, Secretary	Central Washington University
Ryan Swanson, Treasurer	University of New Mexico
Timothy Nichols, Member-at-Large	University of Montana
Quindy Gronley, Student Representative	University of Montana
Sofia Castillo Pavon, Student Representative	Metropolitan State University of Denver

### 1. Call to Order

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The meeting was called to order by President Megan Hughes.

### 2. Yearly Meeting Schedule

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The board reviewed and confirmed the following meeting schedule for the year:

- August 20
- October 13
- November 8, 5:00–6:00 p.m. at NCHC
- February – date to be determined; Megan Hughes will send a survey at the NCHC meeting
- April at WRHC
- June – date to be determined

### 3. NCHC Meeting Agenda

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The board discussed agenda items for the upcoming NCHC meeting, including:

- Conference host 2027 and beyond
- Updates to the WRHC website
- Report on WRHC 2025
- WRHC 2026 updates
- Reminder about student board members for the upcoming year
- Treasurer's report (Ryan Swanson may not attend but will provide a written report)
- Student report on Scribendi, followed by board discussion of dues

## 4. Conference Host – 2027 and Beyond

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The board discussed potential host institutions for future conferences.

- Megan Hughes will reach out to Washington State University and Boise State University.
- Megan Hughes will also speak with California schools while at NCHC.

## 5. WRHC 2026 Update

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Bill Doyle provided an update on preparations for the 2026 conference in Las Vegas:

- Working with IT and Business Affairs to get the conference website up and running; soft launch targeted for October 15, but may be delayed.
- Goal: website and proposal submission system ready by NCHC.
- Call for proposals to go live no later than November 15; deadline November 30 with option to extend.
- Conference email: wrhc2026@unlv.edu
- Instagram posts not yet live but coming soon.
- Conference theme: “Battle Born: Crossroads and Opportunities.”
- Logo is in progress.
- Hughes to send anonymized proposals to Doyle to help train student reviewers.
- Doyle will reach out to NCHC about \$1,500 in regional conference funding support.

## 6. Treasurer’s Report

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Presented by Ryan Swanson.

- Dues reminders have gone out; approximately 40% of member institutions have paid.
- To break even for the year, dues would need to be raised to approximately \$125.
- Sandra Pérez suggested presenting a \$25 dues increase to the membership at the annual meeting.
- Discussion of developing a corporate donation mechanism to support Scribendi, and adding more Scribendi information and student participation opportunities to the website.

Motion	Result
Increase annual Scribendi support from \$8,500 to \$11,500.	<b>PASSED</b>

## 7. Website Update

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The board discussed plans for updating the WRHC website. Christina Denison to contact SRHC regarding the update project. Items discussed included:

- Creating a new domain/account (platforms considered: WordPress, Weebly)
- Updating the look and content
- Adding photos
- Adding FAQs about the conference
- Creating an archive of conference planning tools and documents

## 8. Other Business

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No additional items were raised.

## **Adjournment**

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There being no further business, the meeting was adjourned.