

WESTERN REGIONAL HONORS COUNCIL

Executive Board Meeting Minutes

Virtual/Remote Meeting

Date: Wednesday, May 20, 2026

Time: 11:00 a.m.

Presiding: Bill Doyle, President

Members Present

Name	Role
Bill Doyle, Vice President	University of Nevada, Las Vegas
Megan Hughes, Past President	Metropolitan State University of Denver
Sandra Pérez, Past President	California State University, Long Beach
Christina E. Denison, Secretary	Central Washington University
Ryan Swanson, Treasurer	University of New Mexico
Katie Englert, Member-at-Large	Southern Utah University

1. Call to Order

The meeting was called to order at 11:00 a.m. by President Bill Doyle

2. Meeting with James Zebrowski and Angie Birkett

Bill Doyle provided an update from the recent meeting with James Z. of NCHC, covering the following items:

a. WRHC & NCHC Memorandum of Understanding (MOU)

The MOU between NCHC and WRHC was discussed. The board needs to determine who should sign on behalf of WRHC, then communicate that information to NCHC, which will send the MOU for final signature.

- The MOU offers additional funding opportunities to WRHC.
- The relationship is framed as mutually beneficial for both NCHC and WRHC.

b. Who Should Sign

The board will identify the appropriate signatories and forward the information to NCHC.

c. Membership Management Software

NCHC has updated to “Your Membership” software. WRHC can maintain its separate bank account under this arrangement, which resolves previous challenges with member institutions hosting the conference. The platform will help manage invoicing for membership dues, and members can pay through the platform.

d. Website Update and Maintenance

NCHC is willing to use the WRHC website as a pilot program. Katie Englert offered to take on the task of updating the website when it is migrated, as she has experience.

e. 2026 Conference Funding

Funding for the 2026 conference will go directly to WRHC rather than passing through UNLV as in prior years.

f. Scribendi Update

NCHC expressed willingness to continue the conversation regarding financial support for Scribendi. No formal commitment was made at this time.

Motion

Motion	Moved By	Seconded By	Result
To sign the WRHC–NCHC Memorandum of Understanding with Bill Doyle and Christina Denison signing on behalf of WRHC.	Bill Doyle	Christina E. Denison	PASSED

3. Conference Host – 2027 and Beyond

Seed funding available: up to \$5,000 from WRHC and up to \$1,500 in support from NCHC.

Year	Institution
2027	To be determined Bill Doyle sent emails to Chapman University and Barrett (ASU). The board discussed the importance of identifying a host by June 15, 2026.
2028	Estrella Mountain Community College (EMCC), Maricopa CC District, Avondale, AZ – Dir. Erin Blomstrand; or Boise State University
2029	Dominican University of California, San Rafael, CA – Dir. Lynn Sondag
2030+	To be determined

Action item: Doyle and Hughes to continue outreach and keep the board updated on a 2027 host.

4. Student Nominations for WRHC Board

One-year term. One application was received. Group login credentials to be sent to board members for review.

- Note: Spring 2027 will require the selection of both one-year and two-year student representatives.

5. Next Meeting

The board discussed whether to meet in July or September. Bill Doyle will send a scheduling poll to determine the preferred date.

6. Other Business

- Sandra Pérez offered thanks to the board for all of the good work accomplished.
- Megan Hughes thanked Sandra Pérez for spearheading the task of updating the WRHC Bylaws and Constitution

Adjournment

There being no further business, the meeting was adjourned.