



# COLLEGIATE DECA

ARIZONA ASSOCIATION

## **Arizona Collegiate DECA Daily Operations**

This document provides information on the daily operational tasks and activities associated with the AZ Collegiate division of DECA Inc.

**Arizona Collegiate DECA  
AZ Collegiate DECA Daily Operations  
As of April 2022**

**Summary of annual events**

- SOLDI – State Officer team training
- LAUNCH – AZ Collegiate president training for all institutions
- FLC – Fall Leadership Conference (FLC) competitive event with workshops
- ACDC – Arizona Career Development Conference (ACDC) competitive events with workshops
- Splashdown – year end celebratory event and recognitions

**Summary of annual event dates**

- May/June – SOLDI in-person or virtual introduction of Program of Leadership and other training
- June/July – SOLDI in-person or virtual final meeting to discuss POL and plan for LAUNCH
- July – Budget due for academic year
- July – determine location for FLC
- August (usually last Saturday of the month) – LAUNCH hosted at same location where FLC will be hosted, if possible.
- September – FLC planning starts
- November – FLC in-person competitive event.
- December/January – ACDC planning starts
- January – State Officer Team applications open.
- January – DECA Inc. Officer applications open.
- January/February – interviews for SOT and DECA officer positions
- February – establish date and location for Splashdown prior to ACDC, if possible.
- February – ACDC in-person competitive event. Required attendance for ICDC qualification. Announcement of new SOT and DECA officer, if applicable.
- April/May – Splashdown in-person celebration event.

**SOLDI**

SOLDI (State Officer Leadership Development Institute) is held over the summer for the incoming AZ Collegiate State Officer Team (SOT). The training is led by alumni volunteer, Mary Kavan, and co-advisor Kelly Damron. In the past we have hosted one session in May/June and a second in late July or early August to help the SOT prepare a Program of Leadership and plan for LAUNCH.

**LAUNCH**

LAUNCH is held in late August and is led by the SOT. The purpose of LAUNCH is to share the SOT Program of Leadership and provide assistance to the collegiate DECA presidents from the Arizona chapters to help them plan for the upcoming academic year.

**FLC (Fall Leadership Conference)**

The FLC conference is generally held in November. In the past FLC has been used as a practice for the Arizona Career Development Conference (ACDC) held in November. The date for FLC is often determined during SOLDI (prior to LAUNCH) so that we can communicate this information to the chapters as soon as the academic year starts.

**Arizona Collegiate DECA  
AZ Collegiate DECA Daily Operations  
As of April 2022**

**ACDC (Arizona Career Development Conference)**

The ACDC conference is generally held in February. The purpose of ACDC is to determine the qualifiers for the International Career Development Conference hosted by DECA Inc in April (dates and locations vary). The date for ACDC is often determined in November or December and is scheduled around the UA Eller interviews.

**Budget**

The advisor/co-advisors work with the SOT to create a financial budget for each academic year. The SOT must request approval for items before spending money.

**Career Immersion Tours (optional)**

The advisor/co-advisor works with the SOT and alumni to plan career immersion tours with various companies and/or sponsors. The goal is to host at least 1 career immersion tour per semester. The tours are generally hosted on Fridays due to the community college schedule with no classes on Friday and allows for members to travel from Tucson or Flagstaff more conveniently.

**Advisor duties**

- Communicate with chapter advisors
- Participate in monthly updates from the Alumni Board
- Assist with State Conferences and ICDC
- Communicate and provide updates to AZ DECA Advisor (ADE employee)
- Consult with other Co- State Advisor as issues arise
- Work directly with State Office Team to plan each academic year.
- Participate in SOLDI training during the summer months to help the SOT plan for the upcoming academic year.
- Communicate with SOT and other student leaders regarding events.
- Review Program of Leadership (POL) and hold SOT accountable for achieving annual goals.
- Communicate with student leaders, as applicable.
- Setup DLG for conferences
- Communicate and provide updates to AZ DECA Advisor (ADE employee)