



NATIONAL ORGANIZATION FOR STUDENT SUCCESS

# Minutes Executive Board Meeting

**April 24, 2020**

## **Executive Board Conference Call**

The board convened at 12:30 p.m. Eastern.

Present: Denise Lujan, Meredith Sides, Dan Nelson, Carol Mueller, Glynis Mullins, and Annette Cook

Guests: None

Absent: None

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### **1. Review of Minutes (Board)**

Motion to approve the minutes from the April 10 virtual Zoom meeting

First: Carol

Second: Dan

Motion passed 5-0-1

### **2. President's Report (Denise Lujan)**

#### 1. Journal of Developmental Education (JDE)

- Discussion: The journal is electronic now- lower printing cost! Per conversation with Barbara, half-page ad instead of full-page and increase the cost per issue.

Motion to pay \$7000 per issue and add the half-page ad in the journal within the first five pages of the journal.

First: Annette

Second: Carol

Discussion: Possibility of having some future conversation

Motion passed 5-0-1

#### 2. Call with Dr. Vale et al. re Launch Years

- Discussion: Pondering questions - Verify what the launch years' program is advocating for and who? Guided pathways in high school? College and high school's partnerships? Does this create an equity issue at the college level?
- Suggestions: Including Chairpersons of the EAI and Research Network along with the NOSS Board on the call.

#### 3. CLADEA membership

- Board received correspondence regarding CLADEA membership (cost is \$1900).

- Suggestion to talk to the president of CLADEA regarding the benefits to the NOSS organization. Possibly survey NOSS members to find out the different organizations the members belong to in addition to NOSS.
  - Suggestion for board members to do some research before making any decisions on maintaining CLADEA membership.
  - Table topic until a later date.
4. Article: Technology Considerations and Opportunities in Higher Education
- Article provided to the board from Wes Anthony.
  - Put the link to the article in the newsletter.

### **3. President Elect's Report (Meredith Sides)**

1. Professional Development Survey
  - The survey was sent out to board members.
  - Request that the board sends in any edits within the upcoming weeks.
  - If possible, Meredith would like to get this survey out at the beginning of May.
2. Membership Task Force chair benefits
  - What type of incentive could be awarded for chairing such a task force?
  - Discussion: The incentive for co-chairs- 1. Half fee waiver; 2. Travel award of \$200.
  - Provide some sort of incentive to the co-chairs of this task force with the intentions this task force will increase membership which would be an excellent investment.
3. Reviewers for awards
  - Proposal to appoint 5 reviewers to help with awards selection.
  - Names of those nominated for this task would be submitted to the board within the week.
  - Awards coordinator is very excited about this idea.
4. International Liaison
  - Lara Rosenberger agreed to take on this responsibility.
5. Updating networks/chapters
  - Meredith and Dan will take on the task of providing communication from the board to the network and chapter leaders.

### **4. Vice President's Report (Dan Nelson)**

1. Chapter communications
  - A lot of Progress made identifying chapter leaders and email addresses.
  - Newsletter entries from chapters: Alabama included in May's newsletter.
  - Continuous communication to chapters regarding submission of grants.
  - Communication to chapters of reimbursement of basic fee waivers before rates increases
  - Reminder to presidents that they have to apply for a grant.

### **5. Secretary's Report (Glynis Mullins)**

1. None

## 6. Treasurer's Report (Carol Mueller)

1. Treasurer position versus hiring a bookkeeper
  - Discussion: On average, the cost per person per board meeting is \$600.
  - The concern of losing a financial person on the board discussed.
  - The cost of hiring a bookkeeper discussed.
  - Appointing a treasurer versus elected is tabled for the June board meeting.
2. \$349,813.70 current balance.

## 7. Conference Manager/Executive Assistant's Report (Annette Cook)

1. Executive Assistant
  1. Marketing postcard
    - \$1800 would be an add on cost. This cost is good for one year. Purchased from MDR includes emails, logos, and postcards.
    - The motion to add on the cost of \$1800 for marketing tabled until a later date.
  2. Membership task force
    -
  3. Membership guideline
    - For members who have lapsed are provided a 2-month guideline.
    - Question: Is 6 months a reasonable amount of time?
    - Suggestion: 3 months versus 4 months
    - Board agrees with 3 months as a guideline for lapsed members.
2. Conference Manager
  1. NOSS 2020 post-conference call with Experient
  2. NOSS 2021
    - Question: Do we plan as usual??
    - Discussion of backup plan due to Covid-19.
    - Suggestions: Cancel conference or go virtual or move to the summer.
    - Board would like to include the input from the leadership congress and members before making such a decision.
    - Meredith will include a question on the survey to capture responses from the membership.
  3. NOSS 2021 budget
    - Approval of the budget will be an agenda item for the next conference call board meeting.
    - Board will review the budget before the meeting.
  4. NOSS 2021 schedule and exhibits
    - The board reviews the 2021 conference at a Glance document.
    - Exhibit Hall Discussion: Tabletop exhibits are a possibility for 2021 and eliminate the pipe and drapes.
    - More discussion at a later date.

5. Proposals (Annette and Meredith)
  - Graphics and information for the newsletter will be submitted to Secretary (Glynis).
6. NOSS 2021 proposed Keynote Speakers
  - Are we moving forward with Barkley?
  - Discussion: Possibility of researching others for the keynote speaker to have an opportunity to bring in multiple keynotes based on cost.
  - More discussion of other keynotes speaker possibilities.
  - Board will discuss on the next conference call to make some final decisions.
7. Math Summit at 2021
  - Reaching out to highly ranked proposals from NOSS 2020 conference.
  - Identify the proposals with the best feedback.
8. Thank you for volunteers
  - Suggestion to have a “Thank you” reception for volunteers.
  - This gesture is necessary to say thank you!
  - The NOSS board agrees.
9. September trip to St. Pete Beach (9/10-9/13)
  - Rooms booked.
  
10. Invitations to google calendar appointments for upcoming meetings and the trip to St. Pete Beach will be sent out by Annette.

Meeting adjourned at 2:57 p.m. Eastern.