



NATIONAL ORGANIZATION FOR STUDENT SUCCESS

Executive Board Meeting Mins

December 10th -11th, 2021

Executive Board In-person Meeting

The Board convened at **8:30 am** Central

Present: Denise Lujan, Meredith Sides, Mary Monroe-Ellis, Glynis Mullins, and Annette Cook

Present Virtual: John Craig (Friday-afternoon attendance)

Guests:

Absent:

1. Review of Minutes (Board)

Motion to approve the minutes from the October 15th & November 19th virtual Zoom meeting.

First: Denise

Second: Annette

Discussion:

Motion passed: 5-0

2. President's Report (Denise Lujan)

- GUST- zoom call with Kelle Hutchinson to discuss the upcoming symposium in Kuwait this summer. Discussion about the symposium details, professional development opportunities, and travel arrangements.
- An annual report is due February 1st, 2022. Denise will send out last year's copy to the Board.
- Discussion about the second day of the conference after keynote – mini business meeting, installation of officers, the annual report, open the floor for new business, end with the kick-off of the 2023 NOSS conference. Suggestion to ask members before the conference to send in any business items for the Board. The secretary will receive these items.
- Discussion about Leadership Congress 2022.
- Discussion about the possibility of NOSS hosting a Professional Development Training Program.
- Brainstorming ideas: We are an organization of experts, providing services for future seminars on demand; a benefit of membership (discounted rate or free); offering this opportunity to outside members; resource pool expands; present for the state chapter conferences to build the market
- Discussion about hosting a NOSS academy instead of an institute.
- Discussion about a Student Success summit

- a. Brainstorming ideas: cohort; application process; a committee created to lead these efforts. Proposal to include the Past President taking on the lead role.
 - b. Use the successes of the 2021 Virtual conference to design the summit.
- Suggestion to host the McCabe conference as a virtual conference
 - A suggestion is to ask for support from some of our previous sponsors.
 - Tentative date for the one day conference - Friday, June 17th, 2022
 - Reciprocal Agreements- Discussion to gather more information before making a final decision. While attending the conference, Denise will reach out to the President of FYE (First-Year Experience). The Board agreed.
 - Update Strategic Plan: There is still work to complete on the current strategic plan.
 - a. Expand Membership
 - b. Expand Communication Reach
 - c. Expand Professional Development
 - d. Evaluate Operations and Structure:
 - Transition to Meredith- Final report from Denise to pass the information on to Meredith and the new Board.

3. President Elect's Report (Meredith Sides)

- The requirements to publish in the practitioner to practitioner should be updating the PPH. Further discussion is required.

Lunch at 11:30 am

- Discussion about Journal options for NOSS: a plan of action is necessary for the future. The Board discussed the possibilities of purchasing subscriptions of other journals to allow NOSS members access to a wide variety of resources. The Board will review numerous professional and relevant journals to create a wide range of resources for NOSS members. The Board will reach out to other published journals to establish partnerships for the future.
 - a. Community College Journal of Research and Practice, Community College Enterprise- Annette will contact
 - b. J-CASP – Denise will contact
 - c. The Educational Research Quarterly is housed at Grambling- Mary will contact Eric (Student Success and Retention-new editor)
 - d. Others: Journal of Hispanic Higher Education- Journal of Higher of Education- Educational Evaluation and Policy Analysis
 - e. A Journal Repository- a comprehensive list of journals to provide free access to online research based journals.
 - f. Suggestion for the networks to promote and provide a list of resources to highlight for their members.
- Online Educator Network- We need to find a leader of this network. The Board provided a list of prospects.
- Leadership training/mentoring program.
- Network Report overview- Update on the submissions of proposals: All networks have submitted a proposal to present. DEI - update: professional recruitment towards members of color- Tammy D. will spearhead this project. Jeni U. needs support with a network.
- Leadership Congress structure

- Allot a day during the meeting days of pre-conference to further discussion-
 - NOSS Institute (Summer): First cohort- Student Success Focus: Implicit bias, wellness, mindfulness- Focus on Issues in Higher Education.
 - Pre- Conference for 2023- Leadership Focus: Opportunity for mentorship- StrengthFinders.com.
 - McCabe: suggestion to host the McCabe conference even years and Institute odd years
 - Think about who to invite, Keynote speaker, theme, etc.
 - Themes: Barriers and Obstacles to Student Success- Meeting the needs of Our students. Teaching in the classroom, Accessibility, Food Bank, Counseling, Technology, Learning Loss, mental health and wellness (Self-care)

4. Vice President's Report (Mary Monroe-Ellis)

- Chapter Update: missing six chapters reports.
- NY chapter needs a Chapter President.
- Bylaws Committee met on December 6th -Suggestions are as follows: Review the bylaws for each chapter- 13 items needed to be included for each chapter – consistency- require each chapter to update the bylaws- a template designed- share at leadership congress 2022.
- Website Committee is meeting on December 16th. Each member is writing up guidelines to present at the leadership congress!
- Bylaws and website committee to present at leadership congress.

5. Secretary's Report (Glynis Mullins)

- Swag for Board during the conference (AMATYC take away).
- The Board Badges will be ordered.
- The January newsletter will go out in mid-January to allow everyone to start their Spring semester.

6. Treasurer's Report (John Craig)

- Treasurer's report: Monthly update provided to the Board. Requested a copy of the report to see the itemized report.
- Current Balance: \$396207.73
 - \$33365.11- checking account
 - \$362842.62 - savings account

Day 2: December 11th began at 9:00 am Central

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

- Executive Assistant
 - a. Membership and Google stats: A slight increase in membership for the month.
 - b. Officer duties file - Please keep updating. Live document.
 - c. Unique options for conference attendance in 2022 due to budget cuts at institutions.
 - d. Whova app for 2023- discounted rate

Motion to purchase the Whova app for the 2023 conference

First: Annette

Second: Denise

Discussion:

Motion passed: 5-0

- e. Fee waiver question for IN Chapter.
 - f. Give permission to Annette to make decisions regarding replacement in regards to fee waivers. The Board agreed.
 - g. Election: 240 votes received- Write in option: None for Secretary- None for President Elect
- Conference Manager
 - a. Registration update (66 registered- 6 exhibitors- 14 for math summit) - Planning for 400
 - b. NOSS 2022 Board Travel Schedule: Board arrives on Sunday (March 13th) - Debrief board meeting at 1 pm and lunch. Leave on Sunday evening, March 20th. The Board will attend the sessions on Sunday the final day of the conference.
 - c. Math Summit schedule: Wednesday and Thursday- Denise (4 pm) and Glynis (2:30 pm) presentations on Wednesday.
 - d. Discussion about a Live Stream option as a backup plan.
 - e. Virtual options for sponsors who can't send reps- Revisit the opening of this option in February.
 - f. Protocols for the conference- Reviewed with the Board.
 - i. Leadership Congress
 - ii. Newcomer/International Reception
 - iii. Opening Reception
 - iv. Friday, Saturday, & Sunday

Next meeting: January 2022

Meeting adjourned at 11:01 am Central