



Minutes Executive Board Meeting

Phone: (712) 832-8330

Access Code: 886 3398

November 16, 2018

Conference Call

The meeting commenced at 12:00 p.m. EST

Present: Deb Daiek, Denise Lujan, Patrick Saxon, Meredith Sides, and Annette Cook

Guests: None

Absent: Mary Zimmerer

Discussion Items:

1. Review of Minutes (Board)

Motion to approve the minutes from October board meeting.

First: Meredith Sides

Second: Denise Lujan

Motion passed 3-0

2. President's Report (Deb Daiek)

- Annual Report—January 15, 2019, is when Deb would like the rest of the board to send in their pieces for the annual report.
- Survey update for name change—We need to talk about the specifics when we go to Las Vegas for our face-to-face meeting
- West Virginia meeting was a good opportunity for NADE. It was a meeting of the National Institute for Historically Underserved Students. Our institute was on curriculum development and was very well-attended. We will be developing a model for institutions to use an inventory. Deb has receipts for \$102 of parking and baggage expenses, but no other expenses, and needs board approval.

Motion to approve Deb's expenses of \$102.

First: Denise Lujan

Second: Meredith Sides

Motion passed 3-0

- JARIHE—Patrick wanted to know if we are able to put our logo on this journal, which the journal editor is fine with. They plan to publish one per year. The editor's question is whether or not NADE is seeking oversight over the journal. We need to decide how to make sure that it is known that this is not the official journal of NADE, but a benefit of NADE membership and an open-access resource for members and educators. General discussion about how we want to approach this issue. Discussion about waiting to put a logo on this new one until further things regarding the name change and other things have been settled in spring 2019, especially because another issue of the journal is not coming out until next fall or winter.

3. President-Elect's Report (Denise Lujan)

- Questions about the AC presentations at NADE 2019. Denise has emailed them numerous times to ask about who is getting the fee waivers to the conference and has not received any reply back. Discussion about the AC budget, which we have not received a final draft of. Kuwait has sent a big check for accreditation, but the board is confused because the AC and Denise discussed putting the AC on "hiatus."

4. Conference Manager's and Executive Assistant's Report (Annette Cook)

- Marketing proposal from KyD—the Board will be talking about this proposal in more detail in Las Vegas.
- Conference items—Discussion about exhibitors/sponsorships...if someone wants to sponsor a reception instead of buying a booth, the Board is okay with that (assuming it is the equivalent cost of a booth). We are currently 236 room nights ahead of where we were last year (currently at 31%). There is an issue because the hotel does not have enough hotel nights for us on the Tuesday of the conference. Deb will be getting more information about the Cengage award.
- Theme for 2020 conference
 - Sounds of Success: Achieve, Believe, Succeed
 - Sounds of Success: Prepare, Advance, Excel
 - Songs, Sights, and Sounds for Student Success

The board needs to make a decision about which of the above options we would like to recommend. The three options were created by the 2020 on-site group and narrowed down by the standing conference committee. We are recommended simply "Sounds of Success."

- Math Summit and Future—The Math Summit has been phenomenal this year. We co-sponsor this event with AMATYC. The Board is fine with Annette keeping the same planning team for the future events of Math Summit.
- Elections—Quick update. Annette will be sending us a test ballot next week. November 30 is the official date that elections open.

5. Vice President's Report (Mary Zimmerer)

- A few grant requests have come up. The first is a Type D grant to send Emily Suh, the president, to the NADE conference. The second is a Type B grant to: Bring Dr.

Russ Hodges to the 2019 INADE conference to provide a workshop on student support because increasing comprehensive student support in times of scarcity has been identified as a major requested type of professional development for INADE members.

Motion to approve the above grants for INADE.

First: Meredith Sides

Second: Denise Lujan

Motion passed 3-0

6. Treasurer's Report (Patrick Saxon)

- We need to complete the pro forma budget at the Las Vegas meeting.
- If we are going to do some marketing, we need to put that into the budget.
- Issue about campaigning, which will also be discussed in Las Vegas.

7. Secretary's Report (Meredith Sides)

- No report

Motion to adjourn.

First: Denise Lujan

Second: Patrick Saxon

Motion passed 3-0

Meeting adjourned at 1:00 p.m. EST