

2018 Spring Board Meeting
March 9-10, 2018

- The 2018 Spring Board of Directors meeting was opened by MSERA President, Rebecca Robichaux-Davis, at 2:05 PM on March 9, 2018.
- The following members were in attendance: Tina Allen (At-Large Representative/Technology), Harry Bowman (Constitution and By-Laws/SRERA Liason), Kelly Byrd (Graduate Student Advisory), Kathy Campbell (Future Site), Shannon Chiasson (SDE/LEA Representative), Teresa Clark (Membership/At-Large Representative), Mindy Crain-Dorough (President-Elect/Distinguished Papers), Larry Daniel (Development), Amy Elleman (Tennessee Director), Suzanne Franco (Graduate Student Advisory), Bobby Franklin (Constitution and By-Laws), Natasha Gerstenschlager (Kentucky Director), Dustin Hebert (Program Chair/Proceedings), Nykela Jackson (Future Site), Sandra Lampley (At-Large Representative/Evaluation), Jane Nell Luster (Historian), Rachelle Miller (Secretary), David Morse (Archives), Linda Morse (MSERA Mentors), George Noflin (Evaluation), Randy Parker (Executive Director), Ava Pugh (Foundation), Franz Reneau (Past President/Nominations), Rebecca Davis-Robichaux (President/Distinguished Awards) Minadene Waldrop (At-Large Representative)
- The following members were not in attendance: Susannah Craig (Louisiana Director), Lindsey Diulus (Membership), Kasia Gallo (Mississippi Director), Jerry Johnson (Florida Director), Tony Onwuegbuzie (Research in the Schools), John Slate (Research in the Schools), Amy Thompson (Arkansas Director)
- Rebecca welcomed everyone to the Spring 2018 Board of Directors meeting.
- Rachelle Miller reviewed 2017 Fall Executive Meeting and 2017 Fall Board of Directors Meeting minutes. On a motion by Tina Allen and second by Natasha G., the board unanimously approved the 2017 Fall Executive Meeting and 2017 Fall Board of Directors Meeting minutes. Randy Parker abstained from the vote.

Welcome by President

- Discussed her outreach work with the university, school system, and university basketball team
- Discussed the mission of MSERA, core values, and strategic priorities
- Important to retain current members and continue to recruit new members

Welcome by Local Arrangements Chair (Larry Daniel)

- Great staff at hotel – Pensacola Hilton
- Two main towers for guest rooms
- Santa Rosa island is nearby – beautiful undisturbed beach

Past President's Comments (Franz Reneau)

- Thanked everyone who served in a leadership role during 2017
- Thanked Rebecca for the work she did at the Starkville meeting in 2017
- The budget committee budgeted about \$19,000. The conference cost ended up being around \$25,000. Mississippi State University donated money for conference food,

Live Text sponsorship of \$3,000. Last year, we had four institutional memberships. Total membership was 251, highest membership was in Alabama

- Great keynote and plenary speakers
- We appointed a new executive director – Randy Parker.
- Proposed that we are more aggressive in collecting data about participants' experiences.
- Proposed that the board is more visible at the conference and more interactive with participants at the next conference.

President's Report (Rebecca Robichaux-Davis)

- Thanked everyone for accepting newly appointed positions
- Corresponded quite a bit with Randy and Dustin for smooth transition of roles and responsibilities
- Corresponded with at-large directors for their specific charges.
- Participated in the president and executive board training
- Randy will work on one more issue of The Researcher
- Coordinated with executive director and local arrangements for the 2018 conference
- Developed the committee chair orientation workshop (first annual)
- Created timelines and to do lists for state and at large directors.

Executive Director's Report (Randy Parker)

- Coordinated with interim executive director to transfer access to MSERA checking account and all online programs/files
- Reviewed and filed all MSERA executive director files and artifacts from Cliff Hofwolt's Office
- Secured the services of Louisiana Tech University Graduate Assistant to support the work of the Association
- Met with Regions Bank official to transfer all access to MSERA checking account
- Opened direct transfer of MSERA executive director stipend to private savings account.
- Dispersed association funds as appropriate
- Coordinated with MSERA Secretary to update and maintain MSERA member database
- Coordinated with President to plan the 2018 Spring Board meeting.
- Signed contracts with the Hilton Conference Center for Spring Board Meeting F&B and AV
- Coordinated with Local Arrangements Chair for the Spring 2018 Board Meeting
- Provided the president with excel files of membership by state for disbursement to state directors
- Coordinated with the MSER Foundation President regarding 2018 Spring Foundation Report.
- Completed MSERA Executive Director Orientation.

- Met with Hilton Conference Center Staff to review Spring Board and Fall Annual Meeting Contracts and arrangements.
- He is in the process of bonding the executive board committee

Budget Advisory Committee Report (Randy Parker)

- Total expenses for 2017 is \$25,755.04; 2018 budgeted expenses is \$31,300.00.
- On a motion by Shannon Chaisson and second by Minadene Waldrop, the board unanimously approved the 2018 budget. Randy Parker abstained from the vote.
- Financial Summary
 - Beginning balance in MSERA checking on 1/1/18 was \$6,189.82
 - Balance in checking 3/1/18 was \$5,508.12

2017 Program Committee (Shannon Chiasson)

- Prepared 2017 Program and 2017 Proceedings
- 192 submitted, 143 accepted, 16 No Shows & Cancellations. Only 71 papers were uploaded for the proceeding.
- Would like to expand proposal system to accommodate more relevant evaluation questions
- Would like to set criteria for workshops and symposiums and how they are selected.
- Would like to establish a method/database to ensure the “one time” awards, Research in Progress and Dissertation, are only awarded once.
- Stressed that winners of the RIP award must attend the business meeting and the dissertation award winner must be present on Friday morning.
- Would like to require all board members to serve as reviewers and session chairs.

2017 Evaluation Committee (Mindy Crain-Dorough)

- Two surveys were administered online to conference attendees. Response rate was extremely low for this conference. The overall conference survey was completed by 4 respondents and the sessions survey was completed by 15 respondents.
- Low attendance at general sessions and receptions
 - Suggestion: Presiders in each session encourage attendance at general sessions, especially graduate/new members
 - Maybe have door prizes for general sessions
 - Have officers and board members at receptions/breakfast to talk with new members
 - Find ways to encourage new members to come back to MSERA
- Have the conference in locations that people would like to visit (New Orleans, Memphis (or Ole Miss), Little Rock, Atlanta, Pensacola, Nashville)
- Respondents suggested more APA sessions and/or workshops
- Revisions to instruments/process
 - Discuss surveys and administration platform

2018 Program Committee (Dustin Hebert, Shannon Chaisson)

- The call for 2018 conference has been posted.

- Creating a matrix that aligns with the OpenConf (MSERA's peer-review and conference management system) topics and MSERA proposal rubric.
- Will include 'Schedule at a Glance' for upcoming conference.
- Would like to have 'attendance materials' for presidors located in each room so they can mark whether or not presenters were in attendance

2019 Annual Meeting & President-Elect's Report (Mindy-Crain Dorough)

- Embassy Suites in New Orleans will host the 2019 meeting
- Overseeing the revisions to the Operations Manual
- Participation survey – members can fill this out to choose which committees they would like to work on

March 10, 2018

9:30

Brief overview of Charleston bid (Larry Daniel)

- Charleston Doubletree (\$189), Francis Marion (\$179), Hyatt Regency in Savanna (\$183)
 - Parking fee approximately \$20/daily for each property

Future Site Committee 2020,2021 (Kathy Campbell, Nykela Jackson)

- Last report: Fall board meeting in Starkville, November 2017
 - Recommended Embassy Suites hotel in New Orleans for MSERA 2019 conference
- This report: Spring board meeting in Pensacola Beach, March 2018
 - Recommended Hotel Preston in Nashville, TN for MSERA 2020 conference
 - Recommended taking Charleston and Savannah off the table because of cost and distance
 - Rachelle Miller and Nykela Jackson recommended Embassy Suites in Little Rock, AR.
 - On a motion by Franz and second by Natasha, the board approved to have the 2020 conference at Hilton Embassy Suites in Little Rock, AR; All in favor (9), against (2). Randy Parker abstained from the vote.

Constitution and Bylaws Committee (Harry Bowman and Bobby Franklin)

- Discussed approval of revisions presented at November 9, 2017 MSERA Annual Business Session
- Suggested to make the proposed changes (in red) to the language for the constitution and bylaws: In the third year of the Executive Director's term in office, the President of the association will recommend to the executive committee a certified public accountant to conduct a financial review of the association's financial records and to issue a certified financial statement on its financial status. To ensure a smooth process for the financial review, the Executive Director will submit the books of the organization on December 1 or the first business day thereafter to the certified public accountant selected by the board.

Development Committee (Larry Daniel, Minadene Waldrop)

- Wants to raise the institutional membership cost to include registration instead of membership.

Graduate Student Advisory Committee & Graduate Student Representative (Suzanne Franco, Kelly Byrd)

- Assigned a group of graduate students to board members to keep them involved and to keep them coming back

Membership (Teresa Clark)

- Facebook Page – Mid-South Educational Research Association
- Would like to create a Twitter account
- Working on contacting previous members and institutions that are not on our list
- Will contact attendees from prior conferences

MSERA Mentors Committee (Linda Morse)

- Some difficulty with roundtables at last session
 - Some mentors were double scheduled
 - Would like to return to the old format we had in previous conferences to have open discussions at roundtables. Would also like to have the graduate student session again. Would like a better coordination of these two sessions
 - Would like to keep the 2:00 time on Thursday
 - Would like to change the session to ‘university’ students instead of ‘graduate’ students

Nominations (Franz Reneau)

- This coming year there will be elections for President-Elect, Secretary, Graduate student representative, and state directors
- All nominations need to be a current member and must be able to attend 4 board meetings

Publications (Natasha Gerstenschlager)

- Working on a call for editor for The Researcher
- Rachelle Miller volunteered to serve on committee

Technology (Tina Allen)

- In the fall we talked about doing a trial using a free event app. Since then, it is no longer free.
- Tina will continue to search for an app that could be used for our upcoming conference
- We will need projectors for the upcoming committee

The Researcher (Randy Parker)

- Printed call of The Researcher has been mailed.
- The next edition will be online

- Jane Nell asked if there will be an issue that includes a membership list

Research in the Schools (Tony Onwuegbuzie, John Slate, Dustin Hebert)

- No report available
- Website is up and running

Historian's Report (Jane Nell)

- Comparing the current *The Researchers* to the ones we had in the past
- Local arrangements need to determine who will be attending the president's breakfast.
- There is a dropbox account that has MSERA historical records.

Archives Representative (David Morse)

- Archives are good

LERA Liason (Kathy Campbell)

- Just had meeting with 80-90 participants

MSERA Foundation President (Ava {Pugh)

- Foundation supports the activities of MSERA. MSERF is funded by members donating \$100 per year and any additional donations.
- Supports the RIP awards, the distinguished paper

SRERA Liaison (Harry Bowman)

- Completion of actions for 2017 SRERA/AERA Annual Meeting in San Antonio, TX
- Planning for 2018 SRERA/AERA Annual Meeting in New York, NY
 - Four Distinguished Paper Sessions
 - SRERA Consortium Business Meeting/Reception (\$250 cost plus catering)
 - Booth at AERA Exhibit Hall (\$1,300 estimated total cost for booth and equipment)
 - Financial contribution of \$200 annually to support the booth initiative (Following MSERA Fall Board Meeting payable with SRERA dues)

Alabama Director

- Looking for a replacement

Arkansas Director (Amy Thompson)

- Absent

Kentucky Director (Natasha Gerstenschlager)

- Trying to recruit her university to submit and work on institutional membership

Mississippi Director (Kasia Gallo)

- Working with Kenny to retrieve previously created membership list

Tennessee Director (Amy Elleman)

- Working on institutional memberships

At Large Directors (Tina Allen, Minadene Waldrop, Teresa Clark, Sandra Lampley)

- Teresa Clark - Sent call for proposals to dept chair and her college
- Shannon – will send to school districts in case they are interested in attending for professional development
- Tina – trying to get 4 people from her university to attend

Florida Director (Jerry Johnson)

- Vacant position – absent for two consecutive meetings

Old Business

- Operations Manual Update (Jane Nell Luster)
 - 4 places in the operations manual that needs to be changed and voted on in the annual business meeting

New Business

- Operations Manual & Check Writing Limit
 - Currently the check limit is \$250 without board approval, greater than \$250 needs board approval. Rebecca is proposing that we increase it to \$500.
 - On a motion by Shannon and second by Minadine, the board unanimously approved to increase the check limit to \$500. Randy Parker abstained from the vote.
 - On a motion by Minadine and second by Shannon, the board unanimously approved that changes be made to the operations manual. Randy Parker abstained from the vote.
- Operations Manual Distinguished Paper Reviews for Acceptance
 - Currently people can submit papers as a conference proposal and distinguished paper review with a two-step process. Currently, the paper is being judged at the same time by two different committees, but each committee could score very differently for the submissions.
 - Would like to change it so that first it will be judged as a worthy presentation and if it is, then it can be judged as a distinguished paper.
 - On a motion by Tina and second by Shannon, the board unanimously approved that program chair and awards chair brainstorm a way to submit the distinguished paper.
- Call for proposals for Editors of *The Researcher*
 - Rebecca will send the call to the executive board for review with a two-week turnaround
 - Publications committee will review applications and will bring a recommendation to the fall board meeting
- The Future
 - Waves of Change

- Franz would like to revisit the issue of Dustin's reimbursement for attending Clif's funeral. Larry stated that the foundation approved this reimbursement and will be completed very soon.
- On a motion by Harry and second by Shannon, the board unanimously approved to close the board meeting at 10:45 AM.