

**MSERA Fall Board Meeting
November 4, 2025**

Officers Present: Stefanie Sorbet, Kelly Byrd, George Noflin, Randy Parker, Ashley Wicker, Celeste Wheat, Earlisha Whitfield, Raglena Salmans, Lisette Manuel, Sarah Salisbury, Kasey Warren, Mary Giles, Tony Latiker, Jane Nell Luster, Mindy Waldrop, Erika Cheek, Charlotte Parham, Jim Rost

Committee Chairs Present: Keicia Hawkins, Dustin Whitlock, Franz Reneau, Larry Daniel, Stephanie Cheramie, Tina Allen, Ibrahim Duyar, Margaret Westmoreland, Christy Hornsby, Laura Norman

Meeting called to order 1:11 PM

Welcome and Overview (Stefanie Sorbet)

- President Stefanie Sorbet
 - Recapped Exec Board Mtg morning of November 4, 2025.
 - Shared overview of agenda and previewed Annual Meeting for the week.
- Parliamentary procedures introduced by Raglena Salmans.

Executive Director Report (Randy Parker)

- Received and deposited all funds into the checking account in a timely manner.
- Dispersed all invoiced payments in a timely manner.
- Reviewed and reconciled all checking account statements monthly.
- Renewed Bonding of MSERA Checking Account Signatories through October 2026.
- Maintained and updated 2025 Membership and Annual Meeting Registration Databases.
- Coordinated with the Webmaster on the posting of MSERA information on the Association website.
- Replied to inquiries and requests by Officers, Directors, and members in a timely manner.
- Worked with President, Webmaster and Program Chairs to secure use of the Oxford Abstracts System and coordinated the use of the system for 2025 Program Submission and Development, and Managed Annual Meeting Pre-Registration.
- Worked with the Program Chair and President in developing and finalizing the 2025 Annual Meeting Program and Schedule of Events.
- Working with the Executive Committee, as editors, as well as new incoming editors, to publish *RITS* Vol 28.
- Worked with the Executive Committee to appoint new co-editors of *RITS*, Dr. Tina Allen and Dr. Bryan McCoy
- Negotiated with Hilton New Orleans/St. Charles to complete and sign the contract for MSERA 2025.
- Negotiated with the Embassy Suites – Huntsville to complete and sign the contract for MSERA 2026.
- Coordinated with MSERF Officers to receive MSERF funds to support MSERA Website and to provide MSERF Donations received to the MSERF.

- Assisted the University Student Committee Chair and MSERF Members in the identification of 2025 Outstanding RIP Award Applicants and the first Clifford Hofwolt RIP STEM Award.
- Coordinated with the Development Committee and State Directors to secure Institutional Memberships and Sponsorships for 2025.
- Worked with the University Student Committee and Local Arrangements Committee Chairs to coordinate Annual Meeting Activities.
- Secured all 2025 Award Plaques and Certificates.
- Secured all registration supplies and materials for the 2025 Annual Meeting.

Registration Report

Randy Parker gave the following registration report for the 2025 Annual Meeting (as of October 30 2025):

Total Annual Meeting Registrations	287
Professional Registrations	158
Student Registrations	90
P-12 Registrations	31
Retiree Registrations	8
Student Institutional Reg	10
Professional Institutional Reg	9

As of October 30, 2025, the following reflect **PAID** registrations for the 2025 Annual Meeting:

Professional Registrations	149
Student, P-12, or Retiree Registrations	119

As of October 30, 2025, the following reflect Keynote Luncheon tickets:

Total Preregistered Attendance	136
Registration Generated Cost	\$1,460.00

Financial Report

Randy Parker gave the following financial report for FY 2025:

Beginning Balance 1/1/25	\$14,704.07
2025 Income to Date	\$53,404.36
Total Expenses to Date	\$50,981.97
Expected Balance by 12/25	\$17,126.46

Motion by Mary Giles to accept the final statement as reported; second by George Noflin. The financial report was unanimously accepted - Motion passed.

OLD BUSINESS

Stefanie Sorbet shared two items to be discussed, carried over from old business:

- *MSERA Today* name change of *The Researcher*-voted by membership on Thursday night. This is an informational item and will be voted on in the general business meeting.
- Future Sites Discussion for Huntsville, Pensacola, and a third location to be determined by the board based on future sites committee bids.

NEW BUSINESS

Operations Manual

Kelly Byrd shared the following:

- The 2024 Operations Manual has been updated (formatting will be addressed when 2025 Operations Manual is finalized).
- 2025 revisions have been shared; final wording is due December 30, 2025.
- Opened for discussion
 - Informal ways of operating aren't getting captured as they need to be.
 - How do we get the informal expectations into operation? How do we pass things down from position to position?
 - Is there a better way to have an operations manual in this day and age?
 - Code of conduct or expectations
 - Write up a set of expectations for all board members that spans beyond specific roles

Motion by Jane Nell Luster to accept the revisions as shared; second by Kasey Warren. The suggested revisions have been accepted unanimously - Motion Passed.

Annual Meeting Reports and Updates

Program Report

- Keicia Hawkins updated the board on progress made since the spring board meeting.
- Total proposals submitted (120) by early deadline; deadline was extended which allowed for 251 total submissions.
 - 234 total proposals were reviewed; 183 proposals were accepted (78.4% acceptance rate); review process consisted of approximately 60 reviewers.
- Mindy and Keicia shared tips for session leaders, as well as other pertinent information regarding the program and sessions for the Annual Meeting.
- Program chairs also shared some items to be discussed at the spring board meeting regarding proposal submissions, especially for those outside the scope of Educational Research.

Technology

- The committee has shared that projectors have been secured and will be available in session rooms.
- Stephanie Cheramie will serve as contact for the Annual Meeting.

University Student/New Member

- The committee has planned and organized activities for the new student reception, and reached out to university students, encouraging participation in the Annual Meeting.
- Will be readily available to support students attending the Annual Meeting.

Local Arrangements/Events

- The committee co-chairs reported on aspects associated with the Annual Meeting.
 - Participants will receive a seed packet to support the meeting theme and beads; goodies will be available at registration.
- Posters will be made available to support wayfinding for sessions and receptions.

Keynote Luncheon/Keynote Q&A

- Stefanie shared the biography of Dr. Clementine Msengi, who will serve as keynote speaker for the 2025 Annual Meeting.
- Luncheon is a ticketed event on Wednesday, November 5, and she will also be on hand for a Q&A session following the keynote that anyone can attend.

Institutional membership/sponsorship

- The committee (in collaboration with the State Directors) secured 13 institutional memberships and 10 sponsorships for the Annual Meeting.
- Shared progression of memberships and sponsorships since 2021, which has increased significantly.
- Franz Reneau shared his appreciation for the work for all state directors and highlighted the top three teams to secure memberships.
 - 1st: Sarah Salisbury and Tony Latiker (Mississippi)
 - 2nd: Celeste Wheat (Alabama)
 - 3rd: Mary Giles and Jim Rost (Tennessee)
- The committee has provided clear recommendations for the operations manual to support the progression of this work.

Nominations/Elections

- George reported that we have at least one nomination for each office that is open. He reminded everyone that nominations will be taken from the floor.
- Will provide paper ballots at the Business Meeting on Thursday, November 6, and will have volunteers on hand to support the election process.

Conference/Session Evaluations

- Tina reported that the evaluations committee has prepared two surveys, a presider survey to be completed at the conclusion of each session, and an annual conference satisfaction survey.
- Halfsheet flyers with QR codes will be provided in the session rooms, and flyers will be made readily available around the hotel for easy access.

Outstanding Papers

- Kelly Byrd shared appreciation to those who volunteered to review paper submissions.

- Handley Dissertation Award - 7 submissions; one paper was chosen to receive the award.
 - Award winner will present their dissertation research on Friday, November 7
- McClean Award - 2 submissions; however, no paper was selected to receive the award this year.

Mentors

- Ibrahim Duyar reported that there will be two MSERA mentor sessions included in the 2025 meeting.
- He also shared an update on the mentor/mentee process.

MSER Foundation

- Larry Daniel reminded the board of MSER's purpose.
- He noted that the Foundation received a large donation this past year from a member, so the organization is at its healthiest it's been in a while.
- The Foundation is working on a strategic plan and will continue to discuss plans at the Foundation meeting during the Annual Meeting.
- Larry shared where members can make contributions to the Foundation if they so choose.

RIP Awards

- Kelly Byrd shared that all RiP submissions were reviewed and made a determination for the split to determine winners.
- 16 authors received invitations to proceed in the process; 12 of the 16 submitted completed application packets.
- One student was eligible to receive the Clifford Hofwolt STEM award and 11 students will receive an RiP Award.

MSERA Service Awards

- Stefanie Sorbet shared that service awards will be presented at the annual business meeting.

Fall Business Meeting Agenda

- Stefanie Sorbet shared the agenda for the Business Meeting to be held, Thursday, November 6.
- Door prizes will be awarded throughout.

Additional Reports

State and At Large Directors' Reports

- State directors provided updates on their work over the past year.

Future Site

- Mary Giles and Kasey Warren shared updates on the Future Sites process for Annual Meetings.
- They presented ideas for 2028 rotation:
 - Louisville, KY
 - Knoxville, TN
 - Savannah, GA
- Board members are encouraged to review the information provided so a vote can be held at the spring board meeting.

Publications

- Tina Allen shared that *RITS* has finalized Vol. 28 since last meeting.
- The journal now has a dedicated email address: RITS@msera.org.
- Tina and co-chair, Bryan McCoy, are working on new procedures and policies, including a new submission form.
 - For the Spring 2026 issue: Until a new form is available, they will receive manuscripts via email.
 - The priority deadline for submission is December 31, 2025.
- The editors have sent out email communication to the 2025 membership list and the 2025 Annual Meeting registration list encouraging submission of manuscripts and volunteering to review manuscripts.

Membership

- Stephanie Cheramie shared updates on increasing membership in the organization.

Constitution and Bylaws

- Item to be shared with membership at Thursday's business meeting to vote on name change for The Researcher to MSERA

Historian

- Randy Parker shared an update for Rebecca Robichaux-Davis.

Webmaster

- Ashley Wicker shared updates made to the website over the past year.
- Something to be discussed at the spring meeting - membership requirements on the site.
 - What do we want out of the membership benefits for the site?
 - WIX (our host) does not allow me to un-member people, only offers deletion; so we need to think about site membership and what to do with inactive members.
- It was also noted that WIX does not play well with sizing, which means our design is limited in what we can do so it is accessible for mobile, tablet, and computer. This has to be considered when making recommendations for page and design updates.

Executive Director Position Committee Recommendation/Discussion

- The committee has received several nominations for a new Executive Director.

- The committee, after extensive review, has identified an individual to recommend as the new Executive Director to begin January 1, 2027. This individual will work closely with Randy Parker in 2026 to shadow and assist with transition of responsibilities.
- The committee opened the floor for discussion.

Motion by Mindy Waldrop to accept the revisions as shared; second by Mary Giles. The committee's recommendation to appoint Jane Nell Luster as the new Executive Director to begin in January 2027 was accepted unanimously - Motion Passed.

Final Comments

- Stefanie Sorbet thanked the board of directors for their work over the past year.

The meeting was adjourned at 4:44 PM