

Fall 2020 MSERA Board Meeting October 27, 2020

- The 2020 Fall Board Meeting was opened by MSERA President, Rachelle Miller on October 27, 2020 at 1:21 PM. She shared a picture of Natasha's daughter, checked in on board members, and placed folks in break out rooms to chat and catch up.
- Teresa Clark thanked folks who helped in the transition to online for the conference.
- Rachelle Miller read and reviewed the mission, vision, core values and strategic priorities of MSERA.
- Stefanie Sorbet reviewed the 2020 Spring Board Meeting minutes. **On a motion by Adam Elder and a second by Minadene Waldrop, the 2020 Spring Board Meeting minutes were approved.**

GOVERNANCE REPORTS

President's Report (Rachelle Miller, President)

- Shared the following timeline of the process that took place for the move from face-to-face to virtual conference:
 - In June, the Executive Board gathered information to see if people would be interested in a face-to-face conference versus a virtual conference. The Executive Board was in agreement with a virtual conference.
 - On June 15, the Executive Board approved a motion that Landon Clark could be a historian as Jane Nell will be moving out of that position.
 - On June 16, a second survey was sent out to determine interest in a virtual conference to see who would attend.
 - On June 29, at an emergency board meeting, the Executive Board discussed survey results, current negotiations with Embassy Suites, and paying for the contract.
 - In July, Embassy Suites allowed us to move our contract to 2022, and we did not have to pay any fees. We go to Louisville in 2024.
 - On July 22, we moved to host the 2022 meeting in Little Rock.
 - On August 25, we moved to offer a discounted registration rate for the 2020 MSERA conference.
- Shared the theme for the conference.

Executive Director's Report (Randy Parker, Executive Director)

- Received funds, paid invoices, and reconciled accounts.
- Represented the association at the virtual SREERA business meeting.

- Dustin Hebert has been working on the website to clean up and improve the site.
- Was part of the virtual conference committee and the most challenging thing was to negotiate with the hotel and get out of the \$26,000 bill. Another challenge was to coordinate with the foundation because we are doing everything virtually but we are solvent with the accounts and we have more money than we expect to spend with this meeting.
- Recommended that after the election we revise the bonding because we cannot change the bank signatures as we are virtual.
- Cautioned that we continue to get as many revenue streams as possible moving into the 50th celebration. Rebecca Robichaux-Davis will be working on this. He let us know that there needs to be record of who attends each Zoom meeting so we will know for planning purposes. Any data we can retrieve that shows the challenges and successes of this virtual meeting will be useful as we may do more virtual things in the future.

2020 Program Chair (Michael Mills)

- Shared that we have 44 sessions overall with 31 providing information. There has been significant student interest in this conference. We have 117 research presentations with a 97% acceptance rate. Participants came from 56 different institutions. 217 program participants are included in this conference.
- The virtual format gave attendees potential opportunities to submit proposals when funds were low. This may be a great opportunity in the future to supplement our conference for those far away.
- Gave reminders about hosting Zoom rooms, and he thanked everyone for helping out.

Budget Advisory Committee (Rebecca Robichaux-Davis)

- Showed the 2020 Annual Operating Budget Review on the screen as of 10/27/2020.
- We have \$13,900 (51% of what we wanted) in registration. At the end of the Spring Board meeting, we had an anonymous donation of \$1000. We asked the foundation if we could transfer \$2000 and so it came straight from the checking account of the foundation not what they are holding in trust for us.
- Expenses for the Spring Board meeting were budgeted at \$5000 and we spent just under \$3000.
- We anticipate spending more with awards because we have to mail these to everyone.
- We don't know about the Researcher and what that will cost.
- Eventbrite charge of \$450 is significantly lower, but they did not charge us for the October business as of yet.

- Spoke on SRERA amount of \$300. It may not be as much because that will be a virtual meeting but we are expecting it to be less.
- Total expenses are \$7706.05. We hope to have \$4k-\$5k to enter into the 50th meeting.

ANNUAL MEETING REPORTS

Annual Meeting Overview (Rachelle Miller)

- Shared that the guest speaker is Dr. Candice Dowd Barnes, UCA Associate Professor, DEEP trainer, and distinguished Education Equity fellow.
- Reminded folks to try and have conversations like we normally do and to be actively involved in all aspects of the conference.
- Randy and Dustin created an email address (help@msera.org) to help presenters and participants. MSERA.org was discussed by Randy which is a website through our webmail account that we already paid for. It allows us to have 12 members to help out here. If anyone has an issue with anything, they can email this address for help. This replaces the registration or help table that is typically at the conference.
- Thanked folks for their door prize donations.
- The PD on Friday for teachers has 12 participants currently. We charged \$25 for this PD.

Local Arrangements (Nykela Jackson & Stefanie Sorbet)

- Nothing to report

Virtual Conference Committee (Teresa Clark)

- Shared an overview of the conference and thanked all of the members of the committee.
- Shared all the work that the committee did to get the conference together. The committee took on extra responsibilities and reimagined how to execute this meeting and conference in a virtual format. They met in August, September, and October.

University Student Advisory Committee (Suzanne Franco, Kelly Byrd & Julie Workman)

- Julie created a flyer that was sent to students to encourage participation in MSERA events and also the welcoming sessions. They had a lot of help from Mindy and Rebecca with the RIP process.
- They also looked at the operations manual and saw that there is a graduate student representative who should be the university representative, and there is

information on the university director. They need clarification and will continue to review the operations manual.

- Gail Hughes mentioned that there was a time where the language changed and it may not have been changed in every location. Jane Nell Luster spoke to the idea that they are the representatives of the state and they are also called directors. Sometimes they are directors on the board and also representatives. We should work to clarify these terms. Jane Nell suggested this would be an operational change. Kelly will look into this.
- Kelly spoke with Larry regarding the mentoring session. The university director and the mentor chair will communicate to make sure the mentoring is occurring.
- Julie discussed the break out rooms and provided more details on the mentoring sessions.

MSERA Mentors (Larry Daniel)

- Not present but provided report.

Distinguished Papers (Teresa Clark)

- Shared that they had 4 submissions to the Handley Award. She contacted the award winner and the winner has registered with the conference.
- For the McLean Distinguished paper award, there were 3 submissions and the winner is also registered. At the business meeting she will announce all of the winners and the papers.

Evaluation Committee (Sandra Lampley & George Noflin)

- Shared that Google forms online will be used for the evaluation of the conference presentations and for presiders. They will email the information to the future committee to use for the next conference.

Nominations Committee (Mindy Crain-Dorough)

- Shared that the positions to be elected include Vice president/President elect, Student representative, State directors, and Secretary.
- As per the operations manual, elections will be held during the business meeting. We will use an online survey for the ballot. Landon and Rachelle will work with Mindy to work this election through the online survey.

Technology Committee (Amanda Mayeaux)

- Shared how to engage technologically even more than we are.
- Showed us Facebook and needed the password and login info but she will be able to tweet on Twitter various images and pictures of the conference.

President-Elect Report (Teresa Clark)

- Shared her work with the virtual conference committee made revisions to the webpage for the distinguished paper award. She also requested changes to the operations manual.
- Thanked everyone to allow her to be a part of the conference as this officer.
- Said we should plan on the Spring Board Meeting being virtual in March. Dates proposed could be on a Thursday and Friday on March 11-March 12. If anyone has any other competing conferences during these dates, please email and let her know.
- Conversation was had around this and it was decided to hold the meeting virtually.

50th Anniversary Ad Hoc Committee (Rebecca Robichaux-Davis)

- Continues to work with Randy and the Foundation on ways to generate support financially and has things she wants to do for the 50th.
- Working on a list of potential committee members to send to Teresa Clark to officially establish this committee.
- Looking for ideas for receptions, President's banner to be updated, a puzzles page, looking at programs, etc. She sees it as an extension of local arrangements and also some ideas of tee shirts, logos, etc.

Future Site Committee Chair (Minadene Waldrop)

- Shared the new locations schedule: New Orleans 2021, Little Rock 2022, Pensacola 2023.
- In 2024 we are hoping for Louisville, but we don't have a contract yet for this. In 2025 we would potentially be back in New Orleans.

Constitution & By-Laws Committee (Gayle Hughes)

- No changes proposed and made.

Development Committee (Dustin Hebert & Franz Reneau)

- Both Dustin and Franz were not present.

Membership (Stefanie Sorbet)

- Shared that we continue to encourage membership in our workplaces as well as through social media. We have a large number of graduate students participating so far. Discussed how to best encourage participants and presenters to register for the conference.
- Michael Mills showed the board how to show the different sessions of Zoom and show the unique users of each room. This will show Randy who has not registered

yet for the conference in an effort to keep attendance. If all of the room hosts can go in and find their room members, please send to Randy.

Publications Committee (Jwa Kim - absent)

- Running behind and working on the spring 2020 issue.
- Gayle was asked by Rachelle if she had communication with Tony. We need a new editor for this very soon.
- It was suggested that we have multiple editors from multiple institutions.

The Researcher (Tina Allen)

- Her first issue was done in early April. She sent out an annual program edition for the conference. She would like to see it in print this year but with us being virtual there was not a reason to do this.
- Tina took us through the pages of the program and showed the index of names so that we can look and find people throughout the program. Teresa and Tina put in a call for committee chairs for next year. She copied and pasted information from the previous edition of the researcher. She is working on the 50th anniversary and getting everyone to send in something to her.

MSERA Website (Dustin Hebert)

- Not present.

Historian Report (Jane Nell Luster)

- Cataloged tax financials and other items listed in report.
- Found a copy of the original charter for the foundation. These are all in the Dropbox.
- Landon Clark will take over the historian position
- Consider for the future some changes because the secretary should send to the historian the list of membership but now all of the members will have access to the repository from now on. Wouldn't it make sense for the secretary to deposit these into the place Dropbox instead of everyone sending it to the historian?
- Rachelle has now asked for everyone to send the reports to her from now on.

Foundations Meeting (Ava Pugh)

- Shared how we have no one on the board from Florida.
- Discussed \$50 for the 50-year celebration.
- Talked about lapel pin, banners, tee shirts.
- New RIP procedures have been put into place. Made specific rules here - the person must have major professor approval of presenting. They must pay fees to register and be the sole or primary author on the paper. The paper must be research in

progress. We do not give awards if it is already completed research. You do have to attend if you win the award. This year we have 7-8 that are coming forward.

- The foundation board list needs to be updated.

SERA (Randy Parker)

- We expect to have some type of presentation of award winners at AERA next year. There will be no travel or lodging. This will be a virtual conference.

MSERA Directors' Reports

At-Large Directors (Tina Allen, Charles Notar, Sandra Lampley, & Minadene Waldrop)

- No report.

State Directors (Kelly Byrd, Nykela Jackson, John Lee Pecore, Landon Clark, Adam Elder, Kasia Gallo, Eric Oslund)

- **Alabama (Kelly)**
 - Shared that it is hard to promote speaking at other conferences because there is no travel.
- **Arkansas (Nykela)**
 - Shared that she had a graduate assistant go in and get people to join. We have all major universities represented attending at MSERA.
- **Florida (John)**
 - Absent - No report.
- **Kentucky (Landon)**
 - Updated list, issues with funding.
 - Shared the election safeguards so that members vote for their own states.
- **Louisiana (Adam)**
 - Mentioned that the deadline proposal fell in between two hurricanes.
- **Mississippi (Kasia)**
 - Graduate assistant updated spreadsheet and sent emails.
 - Wants to try to see about a support group from own university with collaborative faculty/student research
- **Tennessee (Eric)**
 - Created an email list but research was challenging for students/faculty doing research in schools due to COVID

Operations Manual (Teresa Clark)

- Asked for people to send revisions/edits so she can compile them. We can vote on revisions in the Spring.

- It was brought up to take a look at the rubrics to make sure they are accurate to match the type of session. There is only one rubric in the operations manual but doesn't fit well with all sessions.

Business

New Business

- Executive Director term runs out in December. Randy is willing to run again. On a motion by Mindy Crain-Dorough and a second by Minadene Waldrop, it was approved for Randy to continue as Executive Director for a second term.
- On a motion by Tina Allen and a second by Minadene Waldrop, the meeting was adjourned at 4:35 p.m.