

2017 Fall Board Meeting on November 7, 2017 (2:00 PM-5:30 PM)

- The 2017 Fall Board of Directors meeting was opened by MSERA President, Franz Reneau, at 2:01 PM on November 7, 2017.
- The following members were in attendance: Tina Allen (Proceedings/Program Co-Chair/Technology), Kenny Anthony (Mississippi Director), Harry Bowman (Constitution & Bylaws/SRERA Liaison), Kathy Campbell (Future Site), Shannon Chiasson (2017 Program Chair), Teresa Clark (Membership), Susannah Craig (Louisiana Director), Mindy Crain-Dorough (Evaluation), Larry Daniel (Development), Lindsey Diulus (At-Large Representatives), Amy Ellerman (Tennessee Director), Kasia Gallo (Graduate Student Representative), Natasha Gerstenschlager (Kentucky Director), Dustin Hebert (Past President/Interim Executive Director), Julie Holmes (LERA Liason /Researcher Editor), Deborah King (At-Large Representatives), Jane Nell Luster (Historian), Rachele Miller (Secretary), David Morse (Archives), Linda Morse (Student Mentors), Randy Parker (Budget Review/Researcher Editor), Ava Pugh (Foundation), Franz Reneau (2017 President), Rebecca Robichaux-Davis (President Elect)
- The following members were not in attendance: Abraham Andero (At-Large Representatives), Suzanne Franco (Graduate Student Advisory), Bobby Franklin (Constitution & Bylaws), Nancy Gaillard (Alabama Director), Michelle Haj-Broussard (Development), Jerry Johnson (Florida Director), Deborah McCarthy (At-Large Representatives), Tony Onwuegbuzie (Research in the Schools Editor), Amy Thompson (Arkansas Director), Yuejin Xu (Evaluation)
- Franz welcomed everyone to the Fall 2017 Board of Directors meeting. Dustin served as Parliamentarian during this meeting.
- Rachele Miller reviewed 2017 Spring Executive Meeting and 2017 Spring Board of Directors Meeting minutes. On a motion by Susannah Craig and second by Kathy Campbell, the board unanimously approved the 2017 Fall Executive Meeting and 2017 Fall Board of Directors Meeting minutes. Dustin Hebert abstained from the vote.

GOVERNANCE REPORTS

President (Franz Reneau)

- Discussed mission and vision of MSERA
- Discussed our strategic priorities' initiatives
- Emphasized improving membership, quality of experience with annual conference
- Where we are today
 - Balance as of November 3, 2017 is \$18,102 (last year grossed \$19,630)
 - Pre-registrations as of Oct 31(155); last year (189)
 - Average membership over the last three years (n=220)
 - Institutional Memberships: 5 (last year 1)
 - Sustaining institutional members: 2
 - Athens State University

- University of South Alabama
 - Supporting Institutional Members:3
 - The Citadel
 - Murray State University
 - Southeastern Louisiana University
 - Sponsorships
 - LiveText (Now Taskstream, TK20, LifeText as of Sept 2017): \$3,000
 - MSU (\$5,000)
- Key Accomplishments in 2017
 - Increased engagement with current and prospective members by leveraging traditional and technology based strategies
 - While not perfect, we have transitioned to a new web-based platform that is designed to manage the proposal submission process.
 - Phenomenal keynote and plenary speakers
 - First time in many years, we have partnered with industry to sponsor our conference
 - Significant contribution from COE MSU
 - Revised our constitution and bylaws
 - We appointed an interim executive director to manage the day-to-day operations of the association
 - We appointed an ad-hoc committee to develop process leading to the identification on the next Executive Director for MSERA
 - We updated our operations manual
 - Reviewed all the physical files from Cliff
- Opportunities moving forward
 - Membership – find creative ways to grow and sustain membership (i.e., individual and institution)
 - Aggressively pursue corporate sponsorship
 - Remain mission driven
 - Retain current members, especially past presidents and long-time members

Interim Executive Director (Dustin Hebert)

- This is Dustin's last year as Executive Director
- MSERA Foundation owes \$165 from last year
- Financial recap: fiscal year July 1, 2016 – June 30, 2017 (total assets - \$7,534.64)
- Three-year comparison ending balances:
 - 2014-2015 (\$1,499.19)
 - 2015-2016 (\$5,720.09)
 - 2016-2017 (\$7,770.09)
- Financial status as of Nov 3: closing balance of \$18,101.77

Budget Review Committee (Randy Parker)

- We are below budget for the cost of the conference expenses
- No penalty for any room nights not used in any of the conference hotels

ANNUAL MEETING REPORTS

Annual Meeting Overview/Highlights/Awards (Franz Reneau)

- Morning plenary sessions – Richard Blackbourn and Walter Mathews
- Keynote – Dr. Samuel Jones – “How to go from surviving to success to significance”
- Corporate Sponsorship – LiveText
- Field Trip – Field Trip to the T.K. Martin Center for Technology and Disability
- Lots of goodies in goodie bag
- Door Prizes
- Photo booth
- Music during reception
- Mississippi state ice cream and cheese will be served during the conference

Program (Shannon Chiasson, Tina Allen)

- 180 submissions, 143 were accepted

Graduate Student Engagement/RIP and Mentoring (Suzanne Franco, Kasia Gallo, Linda Morse)

- Offering a first time ever roundtable discussion sessions– invited sessions
- Could a relationship exist between mentors and graduate students throughout the year?
- Suzanne Franco stepped down from her role as Graduate Student Advisor due to financial constraints from her university
- The mentoring session is not being offered this year. Linda recommended that we should have this session again in the future.

PUBLICATION REPORTS

Researcher (Randy Parker, Julie Holmes)

- Randy and Julie will be retiring from *The Researcher* this year.
- *The Researcher* needs to be taken to the archives at the MSU library

Researcher in the Schools (Tony Onwuegbuzie)

- Tony will send his updates later today

FUTURE SITE

Future Site Committee (Kathy Campbell)

- For 2019 MSERA conference
 - Sought bids from Memphis & Nashville, TN hotels; none acceptable
 - Sought bids from New Orleans hotels; one semi-acceptable; one acceptable

- Received a bid from Dustin for a Lafayette hotel
- For 2020 MSERA conference:
 - Received 2 bids from Larry Daniel for Charleston, SC
 - Received 1 bid from Larry Daniel for Savannah, GA
- Recommending the Hilton Embassy Suites in the New Orleans Warehouse District, 3-4 blocks from Harrah's Casino; 2 blocks from the River Walk; 4-5 blocks from the French Quarter. Guest room rate of \$139 per night includes complimentary drinks/snacks during happy hour every day and free complimentary made-to-order breakfast each morning
- On a motion by Deborah McCarthy and second by Suzanna Craig, the board unanimously approved to have the 2019 conference at Hilton Embassy Suites. Dustin Hebert abstained from the vote.
- Larry discussed bids for Charleston, SC and Savannah, GA. There would be a date change for Charleston to a Mon-Wed conference days (Nov 9-11).
 - These bids are more expensive than what we have typically spent in the past.

ORGANIZATIONAL ADVANCEMENT REPORTS

Foundation (Ava Pugh)

- Reinstatement of MSERA Foundation in TN for writing/cashing checks
- Change of some board members
 - Gahan Bailey took early retirement (AL)
 - Jim Lampley has resigned and Jwa Kim will accept that position (TN)
 - Julie Holmes will be retiring and Kathy Campbell will accept her position (LA)
 - Nancy Galliard now represents AL
 - Rachelle Miller now represents AR
- There are five recipients for Research in Progress
- Actions to be considered
 - Need to fill Gahan Bailey's position for AL
 - Not sure if Ann Chapman will continue on as representative from KY.

Nominations Committee (Dustin Hebert)

- Electing for President Elect, four At-Large Directors positions, and Graduate Student Director

Development Report (Larry Daniel & Michelle Haj-Broussard)

- Increased institutional memberships to 5.

Membership (Lindsay Diulus & Teresa Clarke)

- Call for proposals booster post
- Preregistration reminder booster post
- Institutional memberships – contacted community college system offices
- Reached out to 31 institutions – reminded them of pre-registration deadlines

STATE AND AT-LARGE DIRECTORS UPDATE

Alabama Director (Nancy Gaillard)

- Absent

Arkansas Director (Amy Thompson)

- Continuing to update databases so they are the most current
- Preparing a presentation for our PhD program at UCA to try to get increased presentations at the next conference and increase our memberships.
- Rachelle and Amy suggested Arkansas as a possible conference host for the upcoming needed years.
- Open to suggestions for recruitment at the state level

Kentucky Director (Natasha Gerstenschlager)

- Recruited faculty and institution to become members

Louisiana Director (Susannah Craig)

- Sent out multiple emails to the state membership list to request for proposals
- Will focus on institutional memberships this upcoming year

Mississippi Director (Kenny Anthony)

- Updated memberships and recruited various MSU faculty to submit to this year's conference

Tennessee Director (Amy Ellerman)

- Recruited faculty and institution to become members

Florida Director (Jerry Johnson)

- Absent

At-Large Director (Abraham Andero)

- Absent

At-Large Director (Lindsey Diulus)

- Focused on institutional and faculty membership

At-Large Director (Deborah McCarthy)

- Emailed information concerning annual meeting in Starkville to Teaching & Learning faculty
- Responded by email to Harry Bowman concerning revisions to the Constitution and Bylaws
- Obtained commitment to renew institutional membership from the dean of the College of Education
- Brought one new member from the Teaching & Learning faculty who will be presenting at the 2017 annual meeting.

SRERA Consortium Update (Harry Bowman)

- Execution of Addendum to 2010 SRERA-AERA Agreement – August 2017
 - Specification of discounted rates for Business Meeting/Reception Room and Booth (\$250 for meeting room and \$750 for Class B Booth [Regular Rates - \$400 and \$1,700 respectively])
- Planning for 2018 AERA Annual Meeting in New York city (Same activities as 2017)
 - SRERA Consortium Business Meeting/Reception (Application submitted)
 - Booth in AERA Exhibit Hall (Application to be submitted when available)
 - Four Distinguished Paper Sessions (Specified in SRERA-AERA Agreement)
- Actions to be considered
 - Continued SRERA Membership (\$100 annually)
 - Continued financial support for booth initiative (\$200 annually)

OLD BUSINESS

Update: Constitution and Bylaws (Harry Bowman & Bobby Franklin)

- No additional changes have been made since the 2017 spring meeting
- Summary is printed in the conference program

Update: Operations Manual (Jane Nell Luster, Rebecca Robichaux-Davis, Harry Bowman)

- Divided up all the sections, met virtually 5 times approximately one hour each sessions
- Aiming at consistent language where items were mentioned multiple times
- The document is so long so it was divided it up into different sections with hotlinks to each section
- Sections 5 and 6 are still in the process of being revised. Work will continue until the end of the year
- We are trying to encourage both graduate and undergraduate student participation
- Moved brief history into Section 1
- Section 2 – Constitution and Bylaws – once the voting occurs Thursday, then the corrected version will be added to this section
- Section 3 – working on correcting the language for external review of the financials, board members need to discuss ‘Participation survey’ section
 - Past President’s responsibility for previous year’s conference evaluation
 - Makes explicit reporting deadlines
- Section 4 – Focused on clarity of language
 - Currently a two-step process for the Distinguished Paper Award, would like to make this a more streamlined process
- Specifications for future sites could possibly be posted on the MSERA website
- Proceedings and timelines are still under progress
- **On a motion by Lindsey Diulus and second by Deborah McCarthy, the board unanimously approved changes to the Operations Manual contingent upon approval of the Constitution & Bylaws.** Dustin Hebert abstained from the vote.

Executive Director Search (Jane Nell Luster [Chair], Patrick Kariuki, Linda Morse, Gail Hughes, Larry Daniel)

- Randy Parker has applied for the position
- Committee feels that Randy is eminently qualified and has a strong support from his university as well
- Position begins Jan 1
- **On a motion by Kenny Anthony and second by Natasha Gerstenschlager, the board unanimously approved for Randy to be new Executive Director.** Dustin Hebert abstained from the vote.

NEW BUSINESS

Event App for annual meeting program (Rachelle Miller & Tina Allen)

- Discussed piloting the Guidebook app for next year

2018 Annual Meeting (Rebecca Robichaux-Davis)

- 2018 meeting in Pensacola, FL (Nov 7-9)
- Call for proposals will be sent out in January
- Spring board meeting (Mar 9-10)
 - Mar 9 (1:00-5:00)
 - Mar 10 (9:00-1:00)
- Upload your Reports at
 - www.msera.wikispaces.com
 - 'How to Video' to upload reports.
 - Contact Tina Allen to activate your account

Franz adjourned the meeting at 5:30 PM.