

MSERA Spring Board Meeting Minutes
March 10, 2022 – March 11, 2022
University of Central Arkansas and Virtual

Welcome (Michael Mills, President)

- Michael called the meeting to order at 9:00.
- Michael welcomed everyone and briefly reflected on the history of MSERA and the changes in the past few years that led to today before introducing Little Rock.
- Announced the theme for the 2022 conference (November 8-11) is Every Voice Matters.

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

- Randy presented the budget.
- There were about 260 registrants for the 2021 annual meeting with some no shows.
- There are five institutional memberships. Randy indicated that if each state has one sustaining and one supporting member, that will bring in an additional \$7,000 to the organization.
- Randy briefly explained the new proposal and registration system (Oxford Abstracts) compared to the old method with OpenConf and Eventbrite. Oxford Abstracts was liked by users and program chairs.
- Overlooked other expenses, including special ones related to 50th anniversary.
- On a motion by Rebecca Robichaux-Davis and a second by Kelly Byrd, the budget was unanimously accepted.
- Randy explained that the caterer at the Jung did not bring all ordered food for the reception and the organization will get a full refund of \$7,000 for the error.

Breakout Overview (Michael Mills, President)

- Michael overviewed breakout sessions, people are free to move between breakouts if their role fits in in multiple places.
- Rebecca reminded breakout groups and committee chairs to be mindful of the budget in their discussions.
- Jane Nell asked about reports, Michael said to use the template.
- Rebecca asked about RIP process and operations manual; discussion about where that all happens in the agenda.

Evaluation Report & Takeaways (George Noflin)

- George shared evaluation results from 42 surveys.
- Michael asked for breakdown between student and professional responses.
- Franz asked to look at some key items from the surveys longitudinally to see how the organization is trending.
 - Proposed having iPads or some way to ask people on the spot to evaluate.
 - Discussion about how focusing on the comments is key.
 - Michael said iPads will happen for 2022 conference.
- Kelly offered suggestions for survey modifications and some considerations about student experience regarding presenting/presiders.
 - Presiders in RIP sessions need to be mentors and longtime members.

- Rebecca reiterated this point.
- Teresa echoed other sentiments and new ideas including sharing feedback with presenters and emailing out surveys at the end of each day.
- Jessica Herring Watson asked if it would be appropriate to share norms for sharing feedback in the opening session.
- Sherry Shaw proposed an MSERA professional development on non-evaluative feedback.
- Adam shared idea about recording a video to send to presiders with process and expectations for the role.
- George asked the board to share ideas for improving evaluations with George and Sandra.
- Rebecca proposed some kind of visual indicator (shirts, etc.) that designates evaluation team.
- Minadene suggested giving stickers to people who evaluated the conference.

Breakout Sessions & Day One Closing

- The general session ended, and board members went to a variety of different breakout sessions.
- After the breakout sessions, Michael shared David Morse's (Archives) board report for review and discussion, and discussion will continue in second day of meeting.
- All board members introduced themselves.
- Day one of the meeting ended; day two will begin at 9:00 on Friday.

Day Two Opening Session

- Michael called the meeting to order at 9:00.
- The operations manual was voted on to be revised during the last meeting. Everyone should review their section and submit proposed revisions to Sherry by September.
- Gail's role is vacant; need a constitution/bylaws chair. Jane Nell reiterated that the constitution and bylaws is a crucial role and asked people to consider it.
- Michael reviewed David Morse's report and presented questions for consideration
 - Should MSERA continue to have a physical repository for archives?
 - Jane Nell asked about organization's will for papers to be archived for paper presentations.
 - Adam shared that the ones from OpenConf may have disappeared from the website but were there at one time.
 - Teresa shared that Landon is working on 2021 ones.
 - Randy and others shared the importance of uploading papers.
 - Eric shared that we have had a problem with people getting rejected post-conference because they were flagged as already published.
 - Conversation took place where Jane Nell suggested only publishing abstracts online and having authors bring a physical copy of their paper for the archives.
 - Teresa clarified that abstracts from 2021 will be posted as abstracts and that the paper Eric mentioned was removed from the archives.
 - Jessica Herring Watson made a motion to require presenters to submit abstract and physical paper for archives; Stefanie Sorbet seconded.
 - Franz asked about the reason for asking for a physical paper when there might not be demand to retrieve them—what is the value added?

- Jane Nell said they are digitized and sent if people request them.
- Teresa shared that in the past, presenters have asked for people to give feedback on their papers.
- Franz asked if it would be worthwhile to allow for digital submissions to be accepted. Discussion about this being taken into consideration.
- Motion to require presenters to submit abstract and paper for archives passed.

Institutional Support (Rachelle Miller & Franz Raneau)

- Need three institutional memberships from each state: 1 sustaining and 2 supporting.
- Asked for board members to discuss this with their deans.
- Highlighted the financial benefit of membership for institutions and discussed differences between different options for memberships and sponsorships.
- Franz shared that we are making progress in adding more memberships.
- Spreadsheet and form for memberships were shared.
- State directors are asked to have contact lists updated by March 18th and sent to Franz & Rachelle, then a set of steps and dates will be shared with directors from the committee.
- Zoom meeting will be scheduled with state directors and committee.
- Kelly asked for clarification on process and who is responsible for renewals. This hasn't come up yet, so committee will discuss and share feedback.
- Randy reiterated that this is the future of the financial stability of the organization.
- Larry shared that University of Texas – Permian Basin and University of Central Arkansas joined today and challenged others to get their institutions to also join.

Breakout Session & Day Two Closing

- The general session ended, and board members went to a variety of different breakout sessions.
- After the breakout sessions, Randy shared information about the site visit. Everything looks good and the vision for what rooms will be used for various purposes is set. The space is more accessible and accommodating than the Jung. The hotel has a shuttle to access local places within ~3 miles.
- Sherry shared that there will be a silent auction for the 50th and asked people to plan to bring items for silent auction. There was a conversation about Little Rock Tourism Bureau and potential donation that could be made.
- Michael thanked everyone for attending and adjourned the meeting.