

**MSERA Spring Board Meeting Minutes**  
March 11, 2021 – March 12, 2021  
Virtual

Present: Tina Allen, Kelly Byrd, Melissa Chapman, Landon Clark, Teresa Clark, Larry Daniel, Rebecca Robichaux-Davis, Mindy Crain-Dorough, Adam Elder, Suzanne Franco, Kasia Gallo, Gail Hughes, Nykela Jackson, Sandra Lampley, Jane Nell Luster, Amanda Mayeaux, Rachelle Miller, Michael Mills, George Noflin, Charles Notar, Eric Oslund, Randy Parker, Ava Pugh, Lakesha Reese-Penn, Franz Reneau, Stefanie Sorbet, & Minadene Waldrop

**Welcome (Teresa Clark, President)**

- Teresa called the meeting to order at 1:02 CST on Thursday, March 11<sup>th</sup>.
- Teresa welcomed everyone and acknowledged the gravity of the past year with a moment of quiet reflection.
- A 15-minute breakout activity was held to facilitate conversation between related committees.
- Teresa explained the voting procedures via Zoom and who was eligible to vote (i.e., only elected members, no voting by proxy).

**Review & Approval of Minutes (Adam Elder, Secretary)**

- Adam shared that the fall 2020 minutes were sent out by Natasha Gerstenschlager in November.
- Jane Nell Luster explained that minutes can be approved by the executive committee.
- On a motion by Charles Notar and a second by Eric Oslund, the 2020 Fall Board Meeting Minutes were approved.

**Governance Reports**

**Past President's Report (Rachelle Miller, Past President)**

- Excited to see collaboration and flexibility that made the 2020 virtual conference successful.
- There was great attendance at the conference, including at the receptions, and evaluations showed conference was very successful.
- Keynote speaker Candace Barnes sparked good conversation and research opportunities with attendees based on her speech that focused on education equity.
- The help email that was manned by board members worked well.
- The Friday professional development session for practitioners focused on education equity and were highly evaluated.
- Suggestion for future conferences: Include professional development prior to or post conference.

**President's Report (Teresa Clark, President)**

- Teresa unveiled the annual meeting theme: "Fifty Forward" which suggests we honor the past and innovate for the future, using yesterday's perspectives to inform tomorrow's potential.
- A graphic for print and electronic media was presented.

- There will be three conference session tracks: (1) Historical Perspectives of Education, (2) Innovative Initiatives in Education, and (3) Social & Cultural Change in Education. There will also be 50<sup>th</sup> anniversary special sessions at the conference.

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

- Randy shared that the association is solid and there were good contributions to the Foundation.
- The association did not collect as much money as usual in 2020, but we did not spend as much, either.
- Everything is on track to meet at the Jung Hotel in New Orleans for the 2021 annual meeting. Randy is working on meeting with new contacts since the old ones were furloughed due to the pandemic.
- Charter member Bob Rasmussen passed away in December; the association provided floral arrangements for the funeral and Randy attended to represent both the association and the Foundation.
- 240 people registered for the 2019 annual meeting in New Orleans and 195 registered for the 2020 virtual meeting; however, only 56 people attended both (including board members).
- Encourage board members to reach back out to people who came to previous meetings and connect them back to the organization.
- Recommended Action: Take notes on processes and lessons learned from the virtual meeting and put them in the operations manual in the event a virtual meeting is needed in the future.
- Randy will coordinate with the executive committee and the 50<sup>th</sup> committee for long-term funding planning.
- The organization needs institutional memberships, exhibits, and donations. This is being worked on by the development and 50<sup>th</sup> committees.

### **Budget Advisory Committee Report (Rebecca Robichaux-Davis)**

- Showed 2021 proposed annual operating budget as of March 11, 2021.
- Reiterated Randy's statement about taking in less money (\$18,265) but also spending less money. The budgeted expenditures for 2021 totals \$36,900.
- More money was needed for awards than budgeted since awards were mailed.
- The budget included \$7,000 for institutional memberships (3 per state, 1 at \$500 and 2 at \$250). Kelly Byrd said state directors met to discuss institutional memberships, and Franz Reneau will send a letter to state directors to send to institutions.
- The bank fee line in the budget is for ordering new checks. There was a thought about changing banks, but that would cost about three times as much since this one is grandfathered in.
- On a motion by Charlie Notar and a second by Tina Allen, a discussion took place to approve the budget.
  - The program committee asked to share proposed changes to the proposal management system since it would affect the budget.
  - Landon Clark introduced BusyConf after conversation with the past two program chairs (Adam Elder and Michael Mills). After some conversation about the

software cost and how it would be roughly the same or less as recent methods with Eventbrite and OpenConf, as well as the need for a stable and comprehensive program system going forward, Jane Nell Luster said leave it to the executive committee to review since the budget is just what is expected in this vote.

- Teresa reiterated the motion was to approve the budget with understanding that program software approval may impact it later.
- The budget was approved.

## **2020 Annual Meeting Reports**

### **Program Chair's Report (Michael Mills)**

- Michael thanked everyone for their hard work on the 2020 annual meeting.
- 8 non-member states were represented and there were 217 total participants.
- Expressed a need for clarity on rubrics for proposal reviews. The operations manual needs to be updated to reflect that because it only has rubric for distinguished papers—reviewers sent concerns and questions about this. Jane Nell supported the need for this.
- Suzanne Franco prompted a discussion about rubric for RIPS and communicating RIP expectations in the call.
- Charge from Teresa Clark: The program chair and program committee need to determine what rubrics to use.

### **Local Arrangements Chair's Report (Nykela Jackson)**

- Nothing report since the conference was virtual.
- Thanked everyone for their collaboration.

### **Evaluation Committee Report (Sandra Lampley & George Noflin)**

- Shared the report about conference evaluations using quantitative and qualitative analysis which showed very good reviews overall.
- Shared some specific comments for recommendations to consider for the future, particularly for another virtual conference (e.g., breakout rooms, time zone clarifications).

## **2021 Annual Meeting Reports**

### **Program Chair's Report (Landon Clark)**

- Reiterated issues from earlier conversation about BusyConf.
- Will work with committee on rubrics for proposal reviews.
- Planning for successful conference in New Orleans.

### **50<sup>th</sup> Anniversary Ad Hoc Committee Chair's Report (Rebecca Robichaux-Davis)**

- Thanked the committee and listed all committee members.
- Shared no-cost ideas such as puzzle of the day, photo booth, slide show of past 50 years (people, places, and things), blue and gold beads, scavenger hunt, as well as the time capsule reveal.

- Special sessions: Tribute to those who've passed; Back to the Future (past 50, next 50); invited panels of past presidents, program chairs, etc.; Then-and-Now sessions that analyze programs by decade; and game sessions such as Jeopardy and Family Feud.
- Shared ideas that have a cost such as commemorative ribbons, coins, shirts, face coverings, 50<sup>th</sup> welcome reception on Tuesday night, 50<sup>th</sup> backdrop banner behind speaker at major sessions, an updated president's banner, and a commemorative expanded printed program.
- Committee will meet within three weeks and coordinate with local arrangements (Kelly Byrd is on both committees).
- Randy will get in touch with the ribbon company and will work on getting pictures from recent years.
- Franz encouraged board to contribute \$50 each to the initiative. Jane Nell pointed out this was also done for the 40<sup>th</sup>. A discussion took place about making any special commemorative items an extra cost—not automatic with the \$50 donation.
- Franz recommended exploring a Venmo/CashApp option for donations. Ava Pugh and Jane Nell said donations went through MSERF for the 40<sup>th</sup>.
- Randy said the program committee needs to consider when there will be 50<sup>th</sup> sessions that are standalone vs. concurrent. This was seconded by Rebecca.

#### **Local Arrangements Committee Report (Kelly Byrd & Mindy Crain-Dorough)**

- Working with Randy and the Jung to work out details/logistics.
- Plan to coordinate with Rebecca and Landon throughout the planning process.
- Planning to compile a list of suggested restaurants and other activities in New Orleans for attendees.
- Asked for board members to email them things that worked well or didn't work well at the Jung last time.

#### **Evaluation Committee Report (Sandra Lampley & George Noflin)**

- Committee is going to talk about strategies for getting as strong of a response for the face-to-face conference as they did for the virtual conference.

### **2022 Annual Meeting Reports**

#### **President-Elect's Report (Michael Mills, President-Elect)**

- Going back to Little Rock in 2022. Randy got the Embassy Suites to move the 2020 contract back to 2022 because of the pandemic.
- Pointed out that the 50<sup>th</sup> will be a great opportunity to recruit and get people engaged coming out of a pandemic.

#### **Future Site Committee Report (Minadene Waldrop)**

- Confirmed future sites are Little Rock in 2022, Pensacola in 2023, Louisville in 2024, and New Orleans in 2025.
- Created a form to nominate places for 2026 that will go on the website and in the publications. The deadline for nominations will be next spring board meeting.

- Minadene will retrieve the time capsule late spring or summer and it will be documented using videos and photos for the 50<sup>th</sup>.

## **Standing Committee Reports**

### **Constitution & By-laws Committee Report (Gail Hughes)**

- Jane Nell and Adam had questions to address with Gail, so the committee report was deferred to Friday

### **Development Committee Report (Franz Raneau)**

- Soliciting institutional memberships using a form on the website and working with state directors.
- Franz and Dustin Hebert will meet to have a draft to Randy soon.
- Randy pointed out the committee needs to focus on more than just institutional memberships but also exhibits and soliciting memberships and donations.

### **Membership Committee Report (Nykela Jackson)**

- Discussed ways to publicize on the website since most membership comes from word of mouth.
- Plans to highlight RIP and mentorship by getting quotes from graduate students and members to publicize the “perks” of membership.
- Adam suggested that we could explore options for professional developments and/or trainings throughout the year offered free to members or at discounted rates for members as a means of encouraging membership.
- Randy pointed out that the only benefit of membership is *The Researcher* presently, eventually will include *Research in the Schools* as well.

### **Nominations Committee Report (Rachelle Miller)**

- Nominations are being sought for President-Elect, LEA Director, University Student Director, and four At-Large Directors.

### **Publications Committee Report (Eric Oslund)**

- Larry Daniel put together a proposal for *Research in the Schools* that will be submitted in approximately one week.
- The proposal will go before the executive committee which will give feedback, and a decision will be made by the president.

### **Technology Committee Report (Amanda Mayeaux)**

- The association’s Twitter handle is @mseratech. Amanda asked all Twitter users to follow the account so it can follow back. Also, tag the organization in tweets about publications so the account can share it.
- Will create a hashtag for the conference.
- Started looking for schools to follow that members are affiliated with.
- Asked board members to begin thinking about technology that can be brought for fall. Amanda will reach out in the coming months.

### **University Student Advisory Committee Report (Lakesha Reese-Penn & Suzanne Franco)**

- Lakesha introduced herself to the board.
- The 2020 conference had good attendance by university students.
- Student director last year was successful and coordinated creative activities for the virtual conference.
- Discussed the need to update the operations manual directions for the RIP rubric.
- Proposed having the student director stay on the committee as volunteer to help the new committee member.

### **Development Committee (continued from Day 1)**

- Charles Notar proposed developing a permanent development committee. Looked at establishing master list of colleges and universities. Proposed the President-Elect be responsible for maintaining this list and that state representatives are responsible for reaching out to them.
- Gail proposed an overarching change to the constitution to prevent passing documents from person to person and to instead use a cloud-based system.
- Mindy seconded the idea, saying that involvement with the Development Committee could be beneficial for the President-Elect as they prepare to become President.
- Randy and Jane Nell proposed trying this for one year at the committee level to determine if it's worth making a constitutional change.
- Franz proposed making it be the Executive Director, not the President-Elect, who holds the list.
- Rebecca and Kelly said some of this is already in the works with state directors so it can be formalized in the operations manual if needed. This was verified by Gail.
- Teresa said this will be a "workshop" year for this idea and process.
- Franz said Charlie will join the development committee and be part of this work with Randy.

### **Constitution & By-laws Committee Report (Gail Hughes)**

- Proposed instituting a cloud-based storage system for essential documents to facilitate the sharing of documents and information. Members of the executive committee and the Historian would have access to the stored items.
- Proposed items that should be stored include membership lists, meeting minutes, committee reports, and all publications.
- This would require rewording of the Constitution and Bylaws. Primary changes would be made to the secretary description. The rest could mostly be operational.
- Tina Allen suggested using the "request files" function where board members without Dropbox access could request needed files.
- On a motion by Adam Elder and a second by Tina Allen, the move to a cloud-based system was approved.
- Action Item: A draft of the changes will be sent to the MSERA Executive Committee for review prior to sending the proposed changes to the membership at least 30 days in advance of the next Business Meeting.

### **MSERA Mentors Report (Larry Daniel)**

- Had great mentoring session with several good ideas, including initiating a one-on-one mentoring process
- Requested to continue having the general mentoring session on the 2021 program and the higher education job session
- Requested to add a mentoring coffee break to the program that will be paid for by the University of Texas at Permian Basin

### **Awards Committee Reports**

#### **Distinguished Papers Committee Report (Michael Mills)**

- Asked for board members to volunteer to review award paper submissions.
- Process will be figured out after the new program software is determined.
- Randy requested to work closely with Landon and Michael about the new process and encouraged board members to encourage people to submit papers to increase the pool.

#### **Distinguished Service & Historical Contributions Awards Selection Committee Report (Teresa Clark)**

- Reminded everyone to nominate people for consideration for these awards.

### **Publications Committee Reports**

#### ***The Researcher Report (Tina Allen)***

- The plan to send out an issue in January didn't pan out due to a job change, so the next issue will be the call for proposals issue.
- Will communicate with Teresa and Landon about when submissions will open so target date can be set.
- The issue will include a president's message and highlights from last year's annual meeting, award winners, past president's message, the link for 2026 location nominations, and a message about 50<sup>th</sup> from Rebecca.
- Tina asked board members to send her pictures/screenshots that can be included. The issue will be digital, so it is not limited by page numbers.

#### ***Research in the Schools Report (Teresa Clark)***

- Larry submitted an application that Teresa will review in coordination with the executive committee.
- Jane Nell and Gail pointed out that the operations manual and the constitution are inconsistent with a three- vs. five-year term for editors.
- On a motion by Eric Oslund and a second by Charles Notar, keeping the editor term at three years was approved.

#### **Website Report (Teresa Clark)**

- Teresa gave report since Dustin Hebert was not present.
- Reported that Dustin updated things on the website before the board meeting.

- Tina asked everyone on the leadership page to make sure their information is correct and to let her know if not.
- There was a discussion about submitted storage and presentation for conference proceedings, including inconsistencies with quality and formatting.
- Jane Nell mentioned that changes could impact archives portions of the constitution and by-laws.

### **Other Leadership Reports**

#### **Historian's Report (Jane Nell Luster)**

- Held orientation meetings with new officers/directors leading up to the board meeting.

#### **MSER Foundation Report (Ava Pugh)**

- David Morse stepped out of his role and Rebecca was elected to the position.
- There were six RIP award winners.
- The Florida representative position was open and filled by Sherry Shaw.
- Proposed that one RIP winner for STEM get a bigger monetary award in memory of Cliff Holfwolt.
- Discussed how the operations manual for the organization and the foundation need to coordinate.

#### **LERA Liason Report (Adam Elder)**

- Adam gave report for Kathy Campbell.
- The 2021 LERA annual meeting was held in a virtual format with asynchronous, pre-recorded presentations and a synchronous business meeting.

#### **SRERA Liason Report (Randy Parker)**

- The virtual format of AERA may change presentation format to more of a conversation than formal presentation.

#### **Archives Report (David Morse)**

- No report; David Morse was not present.

### **Director Reports**

#### **LDE/SDE Representative Report (Shannon Chiasson)**

- No report; Shannon Chiasson was not present.

#### **State Director Reports (Kelly Byrd [AL], Stefanie Sorbet [AR], Melissa Chapman [KY], Amanda Mayeaux [LA], Kasia Gallo [MS], Eric Oslund [TN])**

- Requested a list of attendees from last three years separated by state for state directors to reach out. Teresa will send the list of 2020 attendees.
- Kelly discussed reaching out to directors of graduate schools and honors colleges.
- Kasia discussed plans to try one-on-one meetings beyond emails.



- Eric pointed out K-12 schools have been closed to research, so it may be worth considering a different line of presentations or encouraging non-traditional research papers (position, lit reviews, etc.) for this year's conference.
- All state directors seconded comments made in the shared state report. Sherry Shaw (Florida) was not present.

**At-Large Director Reports (Tina Allen, Sandra Lampley, Charles Notar, & Minadene Waldrop)**

- Tina will reach out to past program chairs and the executive director for recent attendees.
- Proposed setting up a schedule so that emails aren't all coming at once.

**Old Business**

- No old business.

**New Business**

- Concerns about COVID disrupting the 50<sup>th</sup> were discussed.
- Eric proposed looking at potential online options for revenue and increasing participation.
- There was a discussion about balance with virtual offerings and hotel rooms, and how it is important to grow the organization and staying true to its roots/culture.

On a motion by Amanda Mayeaux and a second by Eric Oslund, Teresa Clark adjourned the meeting at 11:22 on Friday, March 12, 2021.