

**NCSA Mid-Year Council Meeting
Bowling Green, OH
Friday, October 9, 2009 8:30 am**

Present: Kathy Rowell (presiding), Susan Alexander, Beckett Broh, Kevin Christiano, Barbara Denison, Leslie Elrod, Carrie Erlin, Kathy Felty, Natalie Haber-Barker, Mellisa Holtzman, Jay Howard, Art Jipson, Daysha Lawrence, Anna Linders, Jieli Li, Joyce Lucke, Gustavo Mesch, Bob Newby, Carollette Norwood, Harry Potter, Kent Schwirian, Mary Senter, Debra Swanson, Lissa Yogan

President Kathy Rowell called to order at 8:35 am and welcomed everyone. Called for any additions to the Consent Agenda as presented. Attitudes Report prepared by Mary Senter was added under III. Operations, and a nominations item was added under V. Governance. Utilization of the Consent Agenda model was approved; so all three sets of minutes presented (Old Council, Business Meeting and New Council form April 2009 in Dearborn, MI) and all reports distributed were approved.

Chair recognized Kent Schwirian and Gustavo Mesch to present the items for consideration from the Publications Committee and the journal.

- **Motion by Art Jipson, second by Kathy Felty to authorize the Publications Committee to proceed with negotiations for the next contract for the journal, exploring current and alternative publishers. Motion carried in the affirmative, no negative votes or abstentions.**

Discussion concerning payment of submission fee to Council via online led to a suggestion we eliminate the submission fee given comparative practices in other journals and the work involved in submitting the fee.

- **Motion by Anna Linders, second by Kathy Felty to eliminate the submission fee to the journal. Motion carried in the affirmative, no negative votes or abstentions.**

Question was raised about the indexing of the journal and Kent and Gustavo replied it is being discussed and worked on with the publisher.

Deb Swanson presented an update on Chicago. Kathy Rowell expressed appreciation to Deb for all the hard work the joint meeting has created for her. She updated us on various aspects of the meeting. Questions to consider:

- Do we want to put the NCSA Teaching Posters in the exhibit room with the MSS Student Posters at the Ice Cream Social? Consensus was yes we will combine poster sessions and NCSA past presidents are needed to dip ice cream.

- When should we schedule the business meeting and awards? Will be on schedule at Friday 5:30 – 7 with presidential reception afterwards.

Points about meeting discussed from Natalie Haber and Art Jipson:

- Student papers for competition can only be considered for one of the competitions.
- Tours being organized
- Bags, lanyards, etc.
- Student helpers for registration
- AKD t-shirts
- Need for access outside of submission software for Call for Papers information and differences in submission process for the joint meeting using MSS procedures

Treasurer's Report points for consideration (Annie Linders and Kevin Christiano):

- More fluctuation in meeting revenues than in membership revenues
- Variations in other expenses such as site visits, pre meeting travel, etc. create fluctuations in costs

Two points from past presidents' task force that bear especial consideration are considering increase in fees we charge, and restructuring and streamlining membership categories, especially in categories we subsidize. Joyce suggested she could analyze data and let us know what registration fees should be if we want the meetings to break even. Kathy suggested we need to consider and limit the comping of rooms to people in the association.

Public Relations items from Susan Alexander:

- Do we want brochures printed for the three audiences? Discussion was to investigate doing color magnets or bookmarks with key points and website as cheaper alternatives
 - Brochures could be designed in full color as .pdf files and distributed electronically
 - Could be more generic, website and not email addresses from yearly leadership
- Location of the listserv/email communication for entire membership

Susan was directed to investigate the cheaper options for print representations of the association. It was also decided after discussion that the Public Relations coordinator position, as the voice of the organization, is the appropriate place to house the list serve so Kathy Felty and Susan will work to transfer the listserv to Susan.

Mary Senter reported on findings from the survey of members. Major findings:

- Students and nonstudent members had fairly similar views
- Perception of annual meeting as major reason association exist
- There are clear preferences for certain meeting characteristics such as lunch breaks, large cities as location, length of sessions
- Consistency in satisfaction on number of sessions but want more research sessions
- A variety of comments from the surveys were shared; there were a few large categories of comments worth recognizing on issues surrounding quality in research sessions, increased focus on students (UG and Grad alike), and problems in communication
- For current non-members, two main reasons given were financial or not presenting that year

Kathy Rowell thanked Mary Senter for her leadership of the survey process. Discussion of the implications ensued, especially on the notion of intentionality in organizing plenary or “big-draw” names to enhance the meeting.

Joyce Lucke on future annual meeting locations:

- 2011 at Hyatt in Cleveland, OH and dates are March 31-April 3
Rates s/d \$142/night
 - 2012 at Marriot in Pittsburgh, PA and dates are April 12-15
Rate s/d \$140/night
- **Motion by Art Jipson, second by Daysha Lawrence to hold 2010 midyear Council meeting in Bowling Green, Ohio at Hampton Inn. Motion carried.**

Art Jipson presented potential themes for 2011 meeting he had discussed with Hans Bakker. Kathy Rowell asked for input, the decision is up to Hans Bakker and Art Jipson. One suggestion was to consider the location in Cleveland when planning a theme for the meeting. Several spoke to community redevelopment or revitalization as themes pertinent to Cleveland. A broader rather than a narrowly focused theme is helpful to encourage submissions.

Kathy Felty spoke to Nominations since Jay Weinstein could not be present. The slate is now complete and submitted in the committee chair’s report.

Carrie Erlin spoke to the Student Conference with the following questions:

- Does Council want this conference to continue as an embedded conference?
- If it is going to continue is it going to be a permanent committee?
- Who will be the chair?

With the joint meeting we cannot make a decision on these items for this year, so the entire conversation is tabled until the Old Council Meeting in Chicago.

Kathy Rowell presented renewal contract for coordinators' positions, recommending we renew both for 6 months and reconsider this format at the Old Council meeting in Chicago.

- **Motion by Debra Swanson, second by Art Jipson to renew for 6 months the contracts as presented for Conference Coordinator and Public Relations Coordinator. Motion carried in the affirmative, no negative votes or abstentions.**

Constitution and By-laws recommendations from Mellisa Holtzman:

- Potential name change and description for Race, Gender etc committee referred back to Bob Newby and the committee to consider a name focused in inclusion, and including duties pertaining to Butler Jones Award
- Setting the parameters on Scholarly Achievement Award (comment M6) –
- **Motion by Kathy Rowell, second by Kathy Felty, that we eliminate point 5 and retain point 6, amended to read “either a member or in the region.” Motion carried in the affirmative, no negative votes or abstentions.**
 - Consider the language in comment M15
- **Motion by Deb Swanson, second by Art Jipson, that we eliminate the language referenced in M15. Motion carried in the affirmative, no negative votes or abstentions.**
 - We set the deadline for receiving feedback on by-laws changes to Mellisa by October 31st, mkholtzman@bsu.edu; changes will go to Barbara Denison a vote by elected officers and Council, and then for inclusion with the election in January 2010.

Kathy Rowell moved to the Task Force Report for some decisions. Jay Howard and Kevin Christiano offered to be co-chairs of an Ad Hoc Strategic Planning Committee; the president, a past-president, treasurer, secretary, a student representative may be people from Council who should be on the 3 – year set of goals set or a basic strategic plan for the organization

Adjournment at 1:35 pm.

Barbara J. Denison
Secretary