



Board Meeting Minutes

Monday, August 2, 2021

Meeting slides

Agenda

Attendees: Heather Bush, Valerie Boulos, Rachel Cooke, Cindy Gruwell, Julie Hornick, Elana Karshmer, Alyssa Koclanes, Cristy Moran, Deborah Prosser, Nancy Schuler, Steven Wade, Clarissa West-White

Call to Order

Amendments to the Agenda

Approval of the Agenda

Old Business

- Review July meeting minutes
- Review July meeting Action Items
 - a. Decide about registration fees
 - i. Last month we discussed not raising the fees from last year - \$15 member, \$45 non-member.
 - ii. A member proposes lowering the non-member fee. Reminder: last year the \$45 was meant to incentivize new membership.
 - iii. **Decision:** \$15 for non-members and \$30 for fee + a year of membership for non-members. Free for FACRL members. Ask for a donation to cover another person's registration fee.
 - iv. Then promote to membership through letter/ email.
 - v. What registration goes to? Conference arrangements for in-person events which saved on last year and will save on this year.
 - b. Share Diversity officer descriptions
 - i. The "Standards of Professional Practice for Chief Diversity Officers in Higher Education 2.0" outlined by the National Association of Diversity Officers in Higher Education (https://nadohe.memberclicks.net/assets/2020SPPI/_NADOHE%20SPP2.0_200131_FinalFormatted.pdf) may be useful for us. Pages 3 and 4 give brief descriptions of the standards.
 - ii. We will need to table this until we get more information on what a diversity officer will do and the bylaws get updated to include a new position.
 - iii. Recommendation to table to a TBD future while, in the meantime Board members share ideas for the role, duties, and possible context for a diversity officer position in

FACRL.

- c. Elana will send links to Bylaw revisions so far for comment.
 - i. Elana request we look at the Bylaws revisions and what's been updated and then review for a potential meeting item to accept/ reject them.
 - ii. **Action item:** Members should review the Bylaws revisions by the next meeting where we'll call a vote on accepting/ rejecting the revisions with the omission of the Diversity Officer item which we can bring *after* the September meeting/ vote.

New Business

1. Update on keynote speaker (Elana)
 - a. The Board vote top candidate was Ted Thornhill who said “no.” The second choice was Darryl Wing Sue who was vastly out of our price range. There were additional options that were researched but there were major cost restrictions or issues with time commitment/ logistics of the FACRL conference date/time. Rachel and Elana worked to find several options.
2. Overview of Rudy Jean-Bart - TED Talk, LinkedIn (Cristy)
 - a. **Decision:** Board voted to accept Rudy Jean-Bart as our conference keynote speaker. Elana and Cristy will follow up with speaker.
3. Discussion of Diversity Fellow position (Elana)
 - a. See above.
4. Update on bylaws revision (Elana)
 - a. See above.
5. Conference Planning - Ongoing item through October (Nancy)
 - a. Share draft by end of week (Organization)
 - b. Decide when registration should open (8/15)
 - c. **Action Item:** Nancy will send out the final draft of the page in the week so she can update and open the registration page.
 - d. Decide final date for schedule to be posted
 - e. Sponsorship ideas from Logistics Committee
 - i. Reviewed the ideas from the linked document
 - ii. Levels: Sponsor a Lunch & Learn, Sponsor a poster session, Sponsor a virtual happy hour (platform: CrowdPurr), Sponsor a swag giveaway tied to the happy hour
 - iii. Valerie recommends not offering a range as presented in the document but instead a set price point
 - iv. Possibility of sponsoring the keynote ?? highest level
 - v. Nancy will follow up with the Logistics Committee and Valerie/ Sponsorship Committee to fasttrack a draft of what can be sent to the vendors
 - f. Zoom security plans - Moved to next month's agenda
 - i. Nancy shared the link for draft protocols for safety
 - ii. SUS and FCS and other institutions have auto institution-only settings

Officer/Liaison Reports

1. President - Elana Karshmer
2. President-elect - Rachel Cooke
3. Past-President - Alyssa Koclanes
4. Secretary - Cristy Moran
5. Treasurer - Valerie Boulos
6. Communication Manager - Nancy Schuler
7. Legislative - Deborah Prosser

Committee Reports

1. Membership - Heather Bush
2. Marketing and Communications - Nancy Schuler
3. Nominations - Alyssa Koclanes
4. Programming - Rachel Cooke
5. Conference Program - Clarissa West-White
 - a. Meeting Friday to review the scores for the program/ submissions
6. Sponsorship - Valerie Boulos
7. Scholarship - Julie Hornick
8. Virtual Conference Logistics - Nancy Schuler

Review Meeting Outcomes and Action Items

- **Decision:** \$15 for non-members and a year of membership. Free for FACRL members. Ask for a donation to cover another person's registration fee.
- **Action item:** Members should review the Bylaws revisions by the next meeting where we'll call a vote on accepting/ rejecting the revisions with the omission of the Diversity Officer item which we can bring *after* the September meeting/ vote.
- **Decision:** Board voted to accept Rudy Jean-Bart as our conference keynote speaker. Elana and Cristy will follow up with speaker.
- **Action Item:** Nancy will send out the final draft of the page in the week so she can update and open the registration page.

Announcements

- Next online Board Meeting: September 6, 2021, 2PM