

Executive Committee Meeting  
SIGMA TAU DELTA  
Tuesday, April 2, 2024  
(Second meeting as needed on Wednesday, April 3, 2024)

**AGENDA**

**Old Business**

- I. Update Bylaws approved in Fall 2024
  - A. Regents Bylaw change
  - B. CO and Pres get copy of rough minutes immediately
    - i) Highlighted motions
- II. Any other old business?

**New Business**

- III. Appoint someone to take minutes in Carrie's stead: **Lexey**
- IV. Timing for stepping into new offices [See Appendix]
  - A. Lexey notes that Bylaw language and practices do not align
  - B. MUST be overlap and, for some offices, continuation at least until May
  - C. Regents' process, especially with the new timing for elections, not reflected in posted Bylaws

**MOTION: Bylaw II Section III. Term of Office.** Outgoing Board members shall complete their duties by June 1, to allow a transition period for newly elected Board members.

**Discussion ensues about the amount of work Board members and affiliates are doing.**
- V. English Honor Societies: Chris requests a new logo: **EC voted to charge Matt with the task of getting logo options.**  
Update on the LULAC proposal and that organization wanting to buy in.
- VI. **Constitutional Review...conversation continues**
- VII. Budget Review and Approval [see Appendix]
  - A. Changes in salaries for Katie, Namon? Others? SKD...Start of Sept.
  - B. NIU versus STD Payroll
    - i) Whom do we pay via STD directly?
    - ii) SKD Director (report and in budget?)
      - (1) SKD moving toward dissolving/remodeling Board structure?
      - (2) Cannot have an ED reporting to an ED or Board under a Board
  - C. Standardize procedure for sharing with entire Board before Board meetings

Common refrain in CO reports RE: workload
- VIII. A. New hiring: Jessica (Project Manager), incoming Events Coordinator, space for student workers
  - i) Percentage of time intended for STD for each position
- B. Percentage of work added because of ELA
- C. Loop EC into job descriptions [e.g., Jessica reporting job description duties as "additional work"]
- D. Process for overseeing remote employees: ED
- IX. Honorary Membership
  - A. Retroactively honoring past speakers
    - i) Practice formerly routine
      - (1) 2018 Fall minutes conferred Honorary Membership on 2018 speakers Christina Henriquez and Mary Norris

Commented [SMS1]:

- (a) Moved out of the Convention Committee
- (2) Need to request Honorary Membership status for any deserving speakers since the 2019 Convention on [See Appendix]

\*\*\*Deltan: What we give, and who orders that

- B. Local level concerns
- X. G-Merch Review?
  - A. Reassess this platform?
  - B. Profit margins versus prices
    - i) The \$10 [subsidized] shirt?
- XI. Website
  - A. Previous conventions—why are details disappearing?
  - B. Board vote RE: board materials online [in effect Fall 2024?]

**Other Business**

- XII. Other new business?

APPENDIX:

IV: **Bylaw II Section III. Term of Office.** Board members shall assume their duties upon election.

VII: Matt should be sending the final version of the Budget for approval to EC as soon as possible [**April 1, 2024**]. My comments refer to an advance copy Jeannine shared with me when she sent it forward to Matt.

IX: Speakers to Consider for Honorary Member Status  
Redacted for recorded minutes

