

Executive Committee
Sigma Tau Delta 2022 Fall Board Meeting
Thursday, 9/15-Friday, 9/16

MINUTES

I. Central Office staff salaries

Conversation includes plans for gathering additional information

II. Search updates: NEHS Director, Office Manager, Events Coordinator

III. Usability Study, Dr. Rob Grace

A. Proposal to include interviewing stakeholders

We have student leadership immediately ready for those interviews

B. Next step: hiring for a web redesign

IV. Updates from Exec Comm, Part I: Officer at Large Kevin Stemmler and new Executive Director Matt Hlinak

Discuss Matt's first week on the job and Kevin's recent work with committees and for t-shirt designs for Pride collection.

V. Conduct policy (See Appendix A)

We decide to put forward a **Motion to adopt the Event Code of Conduct as Board policy.**

VI. Proposed Constitutional Changes

A. Expansion of nondiscrimination policy: **Article I, Section VI. Nondiscrimination.** Sigma Tau Delta does not discriminate on the basis of age, disability, **gender identity, sex,** sexual orientation, national origin, **citizenship status,** color, **ethnicity,** race, and/or religion. **Motion to revise the nondiscrimination clause in the Constitution to include gender identity, sex, citizenship status, and ethnicity in order to be in compliance with federal law.**

1. **WAS Article I, Section VI. Nondiscrimination.** Sigma Tau Delta does not discriminate on the basis of disability, age, color, gender, national origin, race, religion, and/or sexual orientation.

B. Any other changes? We will want to roll these into one email blast for the chapters (ratification requires a simple majority vote among those chapters who reply)

I mention that I attempted to group the items in the policy into a logical order. We agree to move to revise the policy.

VII. Budget update (Quickbooks, interim ED, office manager changes)

~~VIII. The job of a Secretary/Treasurer should not be to have your name on the accounts but to report—remove that role, or to revise it.~~

Budget versus Actual...; name on bank accounts; report needs to be provided...but need an answer—should be reviewed. Changes have taken place over last twenty years.

Lexey and Shannin and Carrie have similar experiences. Useful (setting up Quickbooks). Planning versus Operational

IX. Student Leadership

A. Concerns involve the difficulty finding student leaders (particularly ASRs, though also SRs) in some Regions

Concerns: no ASR to step in, some smaller Regions will get competed out of the running, wanting great SLs versus the opportunity for SLs, Regional meetings/using the General Business Region meetings, SL events: do they sell SL-ship? Webinar on SLs (blogs), video with Zoom follow-up, representation: we haven't revised the criteria for SRs in a long time: "priority given to less represented Regions" might address; Skill-based interest/areas of expertise: tap people, Chapter reports...reaching out when we've seen really engaged chapters or students—could be a CO task.

Unpaid internship...but expenses of the opportunity are covered (Board travel). Students can apply for internship at their universities or other service/professionalism requirements. Be realistic about any tech we're using.

- a. *Ask current SLs how they learned about the SL position [Frame as lots of activity has fallen off at Universities. How do we market this? Survey five years.] Skills they've applied...*
 - b. *Lexey: Before we change the structure, we might first expand the reach of recruitment efforts. Make sure we reach out to people who haven't considered they could apply. Framing as unpaid internship with costs covered, so that students don't exclude themselves.*
 - c. *Can survey for reach and survey ideas for improvement.*
 - d. *Need to meet with Exec Comm; how to have a meeting with just students?*
- B. *Should this first pass through the Student Leadership and Regents Committees before we weigh in? Or do we plan to present a proposal to both Committees to consider?*

Blended approach...here are some of the ideas we thought about...let's have you discuss your ideas and we can hear from you.

X. Updates from Exec Comm, Part II: President, Immediate Past Pres, VP, Secretary/Treasurer, Director of Society Operations

No formal notes taken during these updates

XI. Delta Award nominees?

Active Advisors nearing retirement; high number anniversaries. We will have an October meeting, so we'll raise this issue after Committee members have given it further thought.

XII. Sub-committee to review Board Manual before EOY?

We create a sub-committee: Lexey, Kevin, and Matt

XII. Other agenda items as arise

- A. **Add Template for Chapter Vitas to website (see Leigh Dillard's example)**

This will become a recommendation rather than a motion. I'm going to ask Leigh to include fundraising on hers.

- B. **Recruiting a 2024 Convention Chair**

Some discussion of people who might be interested.