

Sigma Tau Delta Board of Directors
MINUTES of the 85rd MEETING
March 2-3, 2016
Minneapolis, MN

VOTING MEMBERS PRESENT: President **Gloria Hochstein**; President Elect **Carrie Fitzpatrick**; Immediate Past President **Sarah Dangelantonio**; Historian **Diane Steinberg**; Secretary/Treasurer **Shannin Schroeder**; Eastern Regent **Glen Brewster**; Far Western Regent **Andrea Ivanov-Craig**; High Plains Regent **Lexey Bartlett**; Midwestern Regent **Timothy Helwig**; Southern Regent **Kevin Brown**; Southwestern Regent **Erika Hoagland**; Student Advisor **Tim Leonard**; Interim Student Advisor and Midwestern Student Representative **Shelly Romero**

NON-VOTING MEMBERS PRESENT: Executive Director **William C. Johnson**; Director of Chapter Development and Communications **Deb Seyler**; Website Facilitator **Elfi Gabriel**; NEHS Executive Director **Dave Wendelin**; Eastern Student Representative **Sara Stammer**; Far Western Student Representative **Mercedes James**; High Plains Student Representative **Meghan Miller**; Southern Student Representative **Amber Jurgensen**; Southwestern Student Representative **Arianna Perry**; Alumni Representative **Tracy Thomas-Card**

Wednesday, March 2, 2016

VP-Elect Fitzpatrick calls the meeting to order at 2:12 p.m.

Bartlett moves, **Steinberg** seconds, to revise the agenda: end at 6:15 p.m. for the day and move the **NEHS Director's** and **Editor's** reports to be the first reports among committee reports. **Motion carries.**

Fitzpatrick opens with introductions and then appoints two Board members, **Dangelantonio** and **Steinberg**, as co-parliamentarians.

Fitzpatrick asks for announcements. **Leonard** describes the penny drive, supporting a library at Ruth's House, a center for domestic abuse. **Johnson** mentions the events coming up and asks Board members to mingle during receptions.

Dangelantonio moves to accept the Fall 2015 Board meeting minutes for approval; **Steinberg** seconds. **Motion carries.**

Schroeder moves to hold the President's report until **Hochstein** arrives. **Dangelantonio** seconds. **Motion carries.**

The Executive Committee moves to have Shelly Romero serve as the second voting Student Advisor. **Motion carries.**

Hochstein arrives and assumes leadership of the meeting.

Old Business—none

President's Report—Hochstein

- **Hochstein** has little to add. The Constitution and Bylaws will be considered over the summer. The Board also needs to be looking at policies and procedures in an ongoing way. She notes that **Fitzpatrick** is already working on this need in the ongoing strategic planning.

- **Hochstein** notes that we need to have a procedure in place when items need discussions between meetings.
- She mentions concerns about finances, but she reminds everyone that we are a non-profit and are intended to use our funds.
- **Hochstein** compliments several Board members on their reports; she is impressed by the number of items the Student Leaders have tackled. In production and timeliness the student leadership has been impressive.
- She reminds everyone to be civil during discussions. During discussions with many commenters, she will keep track of names and give everyone one a chance to speak. Finally, she reminds members only to provide information not listed in reports.

New Business

Executive Director's Central Office Report—Johnson (written report submitted):

- **Johnson** says it is important for him to let the organization know when numbers are going down, or when money is coming out of investments. **Johnson** updates a few numbers in his report. Of the 8106 members recorded last year, the virtual chapter accounts for 350 members. He can only speculate as to the reasons for our drops in numbers, including the market, sponsor problems, and drops in English majors.
- **Johnson** comments about the LIT chapters in existence, with limited response to our contacts with those chapters. Five or six new chapters have come from the possible 22 or 23. Two more contacted us in January, and we received a message from Fisk University “just today”—which also addresses our diversity initiatives. We will receive funding from LIT for the move of those chapters and members, though the additions will not have a huge impact on our membership. Our work is top-notch, and the LIT students will benefit from the move into ΣΤΔ.
- As his report was written before our reports came in, he adds that, with the great amount of work we are doing with strategic planning, some concerns he highlighted are already being addressed.
- **Leonard** wonders whether chapters applying more stringent requirements may be affecting our numbers. Discussion ensues.

Hochstein asks SRs who are working at registration to join the meeting, if possible.

Johnson explains that interviews for the Director of Chapter Development will be taking place in the coming weeks.

NEHS Director's report—Wendelin (written report submitted)

- **Wendelin** wants to highlight growth in this second decade of NEHS's existence. The organization is paralleling some of ΣΤΔ's activities and awards.
- The NEHS Advisory Council includes a member who has been teaching 51 years. With awareness of the organization's growth comes a recognition of challenges; there are currently 830 chapters, with chapters becoming more and more international. “This is the year,” says **Wendelin**, “we'll pass STD in number of chapters.”
- Internal partnerships—relationships with ΣΤΔ and ΣΚΔ—are important. NCTE partnership has been aggressive. He would like to see a large NEHS presence at the NCTE convention in Atlanta next year—**Wendelin** wrote to all NEHS advisors, asking them to look for support to go to NCTE and advocate on behalf of the organization.

Managing Editor's report—Colson (written report submitted)

- **Colson** notes how possible internships will be terrific opportunities for students around country. Students will be working through materials and gaining editorial experience, while helping **Colson** at the same time.

- **Fitzpatrick** asks to have a private conversation with **Colson** to get on the same page with the internships. The Executive Committee needs to discuss the situation with the managing editor before moving forward with the internships.
- **Hochstein** notes how much she appreciates the efforts described in the report.

Individual Regent, SR, and AR Reports (written reports submitted)

Far Western—**James** comments on report as given. She has no new material to contribute, except that the Region is daily adding new Instagram members.

Southern—**Jurgensen** has another new chapter added since her report and has pictures from their Regional event on the board.

High Plains—**Miller** says their Regional conference has pictures on the board. **Hochstein** points out the Regional boards in the hall and mentions the penny drive by student leadership. **Miller** explains how the High Plains Region doubled its numbers on Facebook.

Eastern Region—**Stammer** worked on the 96-page journal (41 pieces) in *Mind Murals*. Representation and distribution for this project are encouraging. The Eastern Region has a Regional conference coming up in October.

Southwestern—**Perry** says that Arkansas State University hosted a Regional conference she attended. Information about the event is posted on the region board.

Midwestern—**Romero** has a new chapter to tout since her report posted. The Region has come up with new ways for chapters to submit information. She notes that her chapter won second place for literary publication.

Student Leadership—**Leonard** (written report submitted)

- “Lead by example” was the motto this year.
- The student leaders would like to open up a project to all chapters, making it an international project.
- **Leonard** says that based on workshops last year, chapters have alumni who want to be active and chapters who want to reach out to alumni. Can regional events encourage an alumni presence? Regents answer that question.
- **Motion: Aid chapters that experience a traumatic event (whether act of nature or social in nature).** **Hochstein** asks for clarification from student leaders. **Leonard** says this mirrors project grants, with a limit of \$300 for the grants. He suggests the organization might set aside \$5000-\$10,000. During discussion, Board members ask why they would not consider working with Regents’ funds. Regents can still make requests of the Central Office if additional money were needed, **Dangelantonio** reminds the Board. Money may not need to be set aside. Discussion suggests everyone agrees this is a good use of our money, but setting aside the funds might be less effective. There would be no deadline, **Hochstein** clarifies. Changing the terminology means it need not be a motion. **Motion withdrawn.** Such assistance may merely require a change in the wording of the policy for Regents’ funds.
- **Motion: SR and SA status, as discussed in Constitution and bylaws, requires activity on the part of the Student Leadership in a philanthropic project.** Discussion covers the strategic planning committee’s conversation about having a literacy project. **Fitzpatrick** asks if **Leonard** will take initiative to contact ΣΚΔ and NEHS members. Since this is a directive to the incoming president, **Leonard withdraws the motion.**
- **Leonard** returns to the student leadership’s idea of leading by example.

Regents Committee—**Brewster** (written report submitted)

- Regents are looking at the Outstanding Chapter Award and ways to increase applications and to recognize the exemplary work that chapters do. There is currently only one appropriate application for this round. Regents considered a late spring outline but settled on June 1. **Hochstein** asks how the convention board presentations would work. The chapter would present the following year. Discussion includes the extent to which the Central Office will be affected (very little, discussion concludes). Board encourages the Committee to go ahead and put this into effect this year. Further discussion ensues.
- Regents had a brief joint meeting with Student Leadership. Conversation included encouraging Regional activity.
- The Committee is developing the Regent's Handbook online, which can be added to. The handbook would be where we can add the information about the use of Regents' funds for chapters that face catastrophic events.
- Discussion covers Romero being both SR and interim SA; Board concludes that we will remain one SR short so long as Romero is serving as SA during the Board meeting, and that other student leaders will take up the slack.

Hochstein called for a brief adjournment, beginning at 3:50; the Board reconvenes at 4:15.

Discussion confirms that Regents may compensate Convention-attending ASRs up to \$350.

Eastern Regent **Glen Brewster**

- Chapters in Kuwait and at Devry were among those getting Common Reader grants.
- **Brewster** thanks his SR **Stammer** for her efforts.
- **Hochstein** notes the two candidates for Eastern Regent are Kathy Nixon and Felicia Steele.

Midwestern Regent **Timothy Helwig**

- **Helwig** says three Common Reader awards have been given out since his report.
- He gives **Romero** a "shout out" for her Regional efforts.

Southwestern Regent **Erika Hoagland**

- According to **Hoagland**, **Perry** was very active in reaching out to chapters and to NEHS.
- **Steinberg** will run the SW caucus, given Hoagland's application for Regent.

Southern Regent **Kevin Brown**

- **Brown** thanks his SR **Jurgensen**.
- **U of N Georgia had a mini conference and hopes to grow it in the future.**

Far Western Regent **Andrea Ivanov-Craig**

- **Ivanov-Craig** ended up giving more monetary support to coordinators for a Regional conference at Cal State-Fullerton. **Ivanov-Craig** networked with two alumni members when attending the event.
- She regrets greatly that she has to step down. One candidate, Amy Jo Comeford, is running for Far Western Regent.

High Plains Regent **Lexey Bartlett**

- Since her report, **Bartlett** has given a Common Reader award to Metropolitan State.
- Kansas State in Manhattan will be hosting a regional event and plans to advertise it to the Southwestern and Midwestern Regions.
- **Bartlett** appreciates the attendance and efforts of her SR **Miller** and of **Leonard** and the ASR at their Regional event.

Membership Development Committee report—Thomas-Card (written report submitted)

- NEHS is considering a parallel grant to the classroom library grant, which passed in the fall.

- We have chapters at 70% of historic Black universities.
- Internationally, we are considering reaching out with potential travel grants.
- **Thomas-Card** says there has been increased alumni activity on social media. Alumni are selling scarves for an alumni fundraiser.
- The Committee sought clarification regarding dues and Alumni Epsilon. Discussion covers the wording from the approved fall minutes regarding the alumni awards and scholarships. Discussion ensues about fundraising allowing alumni to offer and brand their own activities and wording. More discussion suggests that the Board is prepared to supplement Alumni Epsilon awards and grants until the chapter can cover them. **Leonard moves that Alumni Epsilon contribute dues toward existing grants, awards, and scholarships, with the Board supplementing to fully fund existing projects and awards. Bartlett seconds. Dangelantonio** asks whether this is for current projects only. **Leonard** accepts a friendly amendment related to existing funding requests. **Fitzpatrick** notes that we can always revisit the issue of supplemental funds. **Steinberg** is uncomfortable saying Alumni Epsilon gives its funding to the Board and then the organization deciding on the way the money is distributed. **Bartlett** responds regarding intent: that undergraduate fees are not covering alumni activities or awards. **Motion carries.**
- The Committee presents a **motion to change the AR position to an AA position, by amending the Constitution, so that the alumni representative would have a vote on the Board.** The rationale presented includes that the AR position mirrors the SA position more closely than the SR position, including in selection; that the alumni would therefore have a vote on the Board and the ability to bring forward motions; and to have a voice in how alumni funds will be used. Discussion asks how the motion has evolved or changed from the previous motion brought forward in the fall. After considerable discussion ensues, a paper ballot is distributed. **Hoagland** and **Johnson** count ballots. With six (6) no votes, five (5) yes votes, and two (2) abstentions, **the motion fails.**
- **The committee moves that the Membership Development Committee continues funding convention paper English/Pedagogy award** (a friendly amendment adds the word “continues”). **Steinberg** asks to think about threads. **Hochstein** notes that we love spending money this way. **Johnson** suggests that the budget can be submitted divided out in the future. After some discussion and reassurance that all convention paper awards appear in the budget as Convention Committee expenses, **the motion is withdrawn.**

Executive Committee—Hochstein (written reports submitted)

- **Hochstein** recognizes the officers; immediate past President **Dangelantonio** is going off the Board; the Board appreciates her dedication to the Board.
- Historian **Steinberg** has nothing to add.
- The Vice President, **Fitzpatrick**, has no additional report.
- Secretary/Treasurer **Schroeder** highlights her conversation with Financial Advisor Leslie Evans Dunn, which occurred after her report was submitted. Given the volatility of the election season, our account might be up 3% by the end of the year, or we could find the market (and our investments) down as much as 3%. That swing is currently unpredictable, but Dunn is working hard and watching our money closely.

Executive Committee Report—**Fitzpatrick**, on behalf of **Hochstein** (written report submitted)

- **Fitzpatrick** summarizes the search update for the Central Office that the Committee received from **Johnson**.
- The Constitution will require editorial changes soon; an ad hoc committee will be reviewing that document and policies.
- The Committee has given a directive to the incoming President to look at changes to fall board meeting times.
- **Motion brought forward to outsource NEHS printing costs to an external entity.** With NEHS growth, the strain on the Central Office (and especially on Office Manager Karen Larsen)

has been considerable. Discussion covers the savings over hiring a person (\$32,000 versus \$28,000). **Motion carries.**

Hochstein accepts Leonard's motion, Brown seconds, to adjourn at 6:01 p.m. Motion carries.

Thursday, March 3

Hochstein announces that Hoagland is ill and may not join the meeting. She convenes the meeting at 8:15 a.m.

Executive Committee Report (cont.)

- **Colson** describes the transition from having an editor at a private school to one at a public school. Karlyn Crowley's process did not work in Colson's first year; he wants to compensate students but also to provide a commitment to an internship—work that improves them at all levels of the editorial process. The experience for the students is of primary benefit and allows budget flexibility; he would like to ensure that every piece coming through is read by four people.
- **Ivanov-Craig** discusses the timeline; Colson would like future decisions made by April; this year the goal is early May. **Johnson** asks the Central Office's role in advertising. Further conversation ensues.
- **Fitzpatrick** makes a procedural point about the Executive Committee's need to vote before bringing the proposal from Colson to the Board.
- **Hochstein** notes a miscommunication with the candidate for the Student Advisor position.
- **Hochstein** asks **Thomas-Card** to leave the room during discussion of the SA and AR positions.
- After a close vote, and knowing that the interview committee would not be disappointed with either candidate, that group decided to recommend **Samantha Miller** as SA for the next year.
- After an equally close decision, and with an interview process that considered two excellent candidates, **Helwig** comments on the decision of that group to recommend **Jessica Heller** as the incoming AR.

Convention Committee—Steinberg (written report submitted)

- The Committee **moves that $\Sigma\Delta$ rename the "other convention awards" the "Judson Q. Owen Convention Awards."** With minimal discussion, **motion carries.**
- **Bartlett** asks a question about the awards for education papers.
- The Committee brings forward a **motion that we invest in the Guidebook app for 3 years at the premium level, with the idea that the app is primarily for the Convention but may also be used for the fall Board meetings.** Discussion modifies the level and number of years to take advantage of the 20% discount for a 3-year purchase. Further discussion allows the **motion to carry.**

Hochstein notes necessary changes and additions to the agenda; **Fitzpatrick moves to return to Executive Committee later in the meeting and to add the NEHS Executive Director's report to the agenda after the Convention Committee report. Steinberg seconds. Motion carries.**

Communications Committee Report—Ivanov-Craig (written report submitted)

- The Committee will be doing a bit of fact-finding to learn how many universities have journals where $\Sigma\Delta$ is involved. The Committee considered nine submissions for the Outstanding Literary Arts Journal Award. Awarding a great undergraduate literary journal has benefits, but the Committee first needs to see how many such journals are out there before they consider eliminating the requirement that $\Sigma\Delta$'s name appear in the journal.
- **The Committee is asking to include a checkbox on the Annual Survey:** "Does your university have a literary journal that involves $\Sigma\Delta$ students in its production?"

- There was conversation about collaborative work, with an eye toward the future, where faculty can get credit for publishing work with their students.
- If we were to move to an online, interactive version of the journal, it would eliminate costs of mailing. The money returned to the budget could be used to enhance web and graphic design for the journal (in paper and potentially online). The Committee is discussing such an option but has no motions at this time.

Service and Partnerships Report—Brown (written report submitted)

- **Brown** mentions that we have changed the deadline for project grants.
- Student leadership awards are going to push back to the spring, with more of the burden on students to indicate why they should be considered for the award.
- The Committee makes a **motion to double the number of internships from two summer internships to four total, with two deadlines, one in the fall and one in the spring, working around other deadlines and in consultation with the Central Office and other committees.** **Bartlett** asks for a friendly amendment that we double rather than split the two current internships. Discussion ensues. **Motion carries.**
- **Bartlett moves that, beginning fall 2016, we remove the stipulation that internship awardees be students at the time of the internship. Dangelantonio seconds.** With no further discussion, the **motion carries.**
- **The Service and Partnerships Committee moves that we move toward a rate reduction incentive for students moving from NEHS to ΣΚΑ or ΣΤΑ and from ΣΚΑ to ΣΤΑ by 1) investigate data concerning the number of people who move from NEHS to ΣΚΑ or ΣΤΑ and from ΣΚΑ to ΣΤΑ in 2016; 2) pilot rate reductions for ΣΚΑ to ΣΤΑ and NEHS to ΣΚΑ or ΣΤΑ in 2017; then 3) implement rate reduction by 2018.** This is a process motion, says Brown, because we need the information before we decide how we act on it. The timeline reflects one in the Strategic Plan. **Hochstein** worries about the extended timing of the motion, but discussion covers that we want to give the reduction but want to know what it costs us in advance. **Steinberg** wonders whether Sponsors won't want to bother finding out from students. Further conversation includes the database. **Motion carries.**

Strategic Planning—Fitzpatrick (written report submitted)

- **Fitzpatrick** thanks the Board members for their participation. She will ask for information through June and will send a final copy in mid-July for review and a vote at the fall Board meeting.

Hochstein calls for a brief break at 10:15 and reconvenes the meeting at 10:35.

The Executive Committee puts forth a **motion to approve two internships to assist with the journals, as put forth by Colson's proposal. Motion carries.**

Scholarship and Academic Award Committee Report—Schroeder (written report submitted)

- **Schroeder** reports that the Committee is reviewing the opportunities and threats of deadline changes and of AwardSpring changes.
- **A Central Office blast will let Sponsors know that there are no longer limits to the number of students who can apply for Scholarships.**

Dangelantonio moves, Brown seconds, to accept the report. Motion carries.

New Business

Hochstein asks for any further business. She notes that **Ivanov-Craig** and **Dangelantonio** are going off the Board. In addition, we have a new AR, Jessica Heller, coming in, so we will be saying goodbye to **Traci Thomas-Card**. The new SA coming in will be **Samantha Miller**.

Johnson points out how efficiently we used our time, and asks the various committees to draw on the resources of the Central Office. **Hochstein** reminds the Board that every chair is expected to forward the minutes of committee work to the Central Office and to soon-to-be President **Fitzpatrick**. **Johnson** asks outgoing Regents to be in touch with incoming Regents and other new Board members. Discussion about being in contact with new Sponsors and others ensues. The business meeting is tomorrow, **Johnson** adds; with a need for moving things along, the roll call is being cut.

Schroeder moves, Brown seconds, to adjourn. Motion carries.

Meeting adjourns at 11:11 a.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "S.C. Silk".

Shannin Schroeder, ΣΤΔ Secretary/Treasurer

March 3, 2016 [revised and resubmitted on July 20, 2016]