

**Sigma Tau Delta Executive Committee Minutes
(Including Finance and Board Development)
Fall Board Meeting, Sept. 24, 2015, Minneapolis**

Present: William Johnson, Diane Steinberg, Carrie Fitzpatrick, Shannin Schroeder, Sarah Dangelantonio.
Chair: Gloria Hochstein

1. **Delta Award** discussed. Committee proposes to name [name omitted for advance publishing] as Delta Award winner for 2016, and [name omitted for advance publishing] for 2017. Hochstein will be responsible for confirming that the 2016 Delta Award winner attends the 2016 Convention.
2. **Faculty Sponsors Emerita:** Discussed the minutes and suggestions following from the Retired Sponsors Roundtable at the 2015 convention. Committee will propose that we create a special designation of Faculty Sponsor Emeritus/i/a, a title to be granted to former and/or retired Sponsors who have served as a Sponsor for at least 10 years and who continue to be involved in regional and/or national Sigma Tau Delta activities following their retirement from being a Sponsors to active chapters. [Note: CO will look through record of 10 year Sponsor anniversaries and compare to committee involvement and regional conferences for such Sponsors. Letters will be send to the Sponsor and to the University. FSE attending conventions will serve as temporary Sponsors for students attending convention alone and make other contribution.
3. **Convention:** Discussed future convention locations: Louisville 2017 and Cincinnati 2018. To encourage greater chapter participation in the business meeting at convention, the committee will propose increasing the amounts given to chapters for having delegates at the business meeting and the caucus. The amounts will to up to \$300 from \$200 for chapters in the lower 48, and will increase from \$400 to \$600 for international and non-continuous chapters.
4. **Financial Management:** The Treasurer explained that our financial advisor has changed companies and has moved from Wells Fargo to Commonwealth Financial. The committee agreed that the financial advisor has done an excellent job for the Society, and the committee agreed to move the Society's financial management with the advisor to Commonwealth Financial.
5. **Central Office Raises:** The committee discusses the Executive Director raise and moved to give the ED a raise of 4% to match with other CO staff raises. ED's raise is \$3016 bringing his salary to \$ 78,421.
6. **Literary awards:** Managing Editor Colson sent requests for revisions in the literary award structures. The committee endorses Colson's suggestion that the Judson Q Owen award be redistributed to 5 other awards because the title of "best piece overall" is impossible to judge across diverse genres. (See Colson email of May 1, 2015, for details.) The committee agreed that we would like to see a new award created that would given the name of Judson Q. Owen.
7. **Journal internships:** Managing Editor Colson sent a proposal to establish an internship program for the Society Journals for two interns who will do the work during the summer and early fall and do so electronically, so no geographic move needed. The committee agreed to take this motion to the Board. [Note: the above motion did not pass in the Board, but the following alternate motion did pass: To approve intern proposal and earmark money in the budget pending meeting with Managing Editor at the Spring 2016 Board meeting.]

8. Student Representatives at Fall Board meeting: There was general agreement that sending the SRs out in the fall to sell ads to local businesses and placing commercial ads in the convention program are not appropriate for the Society and does not provide leadership building experience for the SRs. The Society will solicit advertising fees from educational and career development sources. And the SRs will be sent to scout out educational, cultural, or historical activities in the Minneapolis area.

9. Central Office staffing: The graduate assistant from the English Department at NIU is taking on some of the work of the CO, especially as related to social media and convention preparations. With the retirement of Deb Seyler as Director of Communication and Chapter Development at the end of 2015, it is an opportunity to fill two or more positions (including the Social Media position formerly held by Lauren B.)

--The current full-time position of Director of Communication and Chapter Development will be renamed as Director of Board Communications and Chapter Development.

--The full-time position of Social Media Strategist to be renamed Social Media and Public Relations Strategist

--A new position—full time nine-month/academic year position of Event Coordinator.

10. Board Positions open for appointment and/or (re)election for Spring 2016:

- a. Alumni Representative
- b. Student Advisor
- c. Vice President
- d. Regents: Far Western (Andrea), Lexey (High Plains), Ericka (SW).