

Sigma Tau Delta Board of Directors
MINUTES of the 88rd MEETING
September 8 & 9, 2017
Cincinnati, OH

VOTING MEMBERS PRESENT: President **Carrie Fitzpatrick**; President Elect **Glen Brewster**; Immediate Past President **Gloria Hochstein**; Historian **Diane Steinberg**; Secretary/Treasurer **Shannin Schroeder**; Eastern Regent **Kathy Nixon**; Far Western Regent **AmiJo Comeford**; High Plains Regent **Lexey Bartlett**; Midwestern Regent Pro Tempore **Magdelyn Helwig**; Southern Regent **Kevin Brown**; Southwestern Regent **Erika Hoagland**; Student Advisor **Samantha Miller**; Student Advisor **DeAndrea Miller**

NON-VOTING MEMBERS PRESENT: Executive Director **William C. Johnson**; Director of Society Operations **Natasha McPartlin**; Director of Marketing and Technology **Elfi Gabriel**; NEHS Director **Dave Wendelin**; Eastern Student Representative **Kristen Capano**; Far Western Student Representative **Sarah Hovet**; High Plains Student Representative **Mercedes Lubbers**; Midwestern Student Representative **Haley Coburn**; Southern Student Representative **Elizabeth Upshur**; Southwestern Student Representative **Su Lynn Tan**; Alumni Representative **Jessica Heller**

Friday, September 8

President **Fitzpatrick** calls meeting to order at 1:32 p.m.

- **Fitzpatrick** begins with a “literary moment”—a poem by Mae Sarton, “Ohio Country.”
- We will be using the more recent agenda that **Fitzpatrick** shared.
- She discusses the natural disasters currently ravaging parts of the world—noting that our thoughts are with those affected—and reminds us that we have a disaster relief fund.
- She kicks off introductions of Board members.
- With no corrections, **minutes stand approved by unanimous consent**
- With no corrections, **the agenda stands approved by unanimous consent.**

Old Business

- **Steinberg** agrees to serve as Parliamentarian. **Fitzpatrick** also reminds the Board of Robert’s Rules of Order, friendly rules, and requests for the meeting, including reminders about evidence-based and informed motions, with written motions submitted to the Secretary. The Board recently adopted special rules of order: each person may speak once about an issue, and time limitations are in place to keep the meeting organized and on schedule. **Helwig** and **Heller** are willing to serve as timekeepers.
- **Fitzpatrick** confirms that the six Regents’ checking accounts have been combined, and the task force reports from last year have been distributed to the most appropriate committees. In response to the Strategic Plan, **Fitzpatrick** responds that the plan is a living, working document; we work towards them but may not always hit our deadlines, for example.
- Constitutional changes suggested last year will be combined with changes coming forward this year, to be combined in one ballot that will be distributed in the future.

New Business

Executive Director’s Report—Johnson (written report submitted)

- **Johnson** says we are in our 93rd year. While membership is down, our profession has changed and continues to do so, affecting total majors. Great things are happening with the numbers we have. He directs our attention to deactivated or inactive (for one year) chapters but reminds the Board that we are talking about a small number of chapters out of nearly 900.

- **Karen Larsen** will be having a serious operation and will be out for two months; **Johnson** asks Board members to keep her in their thoughts or to send a note.

Director of Society Operations Report—McPartlin

- **McPartlin** says the letters to inactive chapters will be going out later in the month; she reaches out to them multiple times. We have chartered seven chapters this year, including one virtual chapter.
- Nearly one hundred more chapters sent chapter reports this year. That means about 50% of our chapters are replying to that survey.

Director of Marketing & Technology Report—Gabriel

- **Gabriel** is responsible for multiple areas: functioning online and the applications/submissions, but also special projects. The Central Office (CO) is in the stages of testing a self-enrollment software program. Future testing will include taskforce members. This program makes updates and communication easier.
- NEHS has become increasingly important. **Gabriel** has been working on a revamp of the NEHS website. She mentions that NEHS had nearly 24,000 enrollments last year.
- The CO staff is also working to improve the use of DoubleDutch at convention.

National English Honor Society (NEHS) Director’s Report & Constitutional Revisions—Wendelin (written report submitted)

- **Wendelin** says NEHS is growing exponentially, causing significant work for the CO. Self enrollment is on the horizon.
- NEHS has hit 992 chapters; most that are inactive are within a year of active participation.
- **Wendelin** is working with an organization involved with hundreds of literacy tutors in Cincinnati; we may be able to assist them. More information to follow in the spring.
- NCTE would like to be on site at the 2018 Convention in the spring, where they hope to make connections with our members.
- Middle schools have contacted **Wendelin** in regard to starting chapters. He will be working to create beta chapters.
- **Wendelin** wants to institute advisor grants for those who need professional development or funding for travel.
- **Fitzpatrick** comments on how well this NEHS “grand experiment” has worked.

Editor’s Report—Colson will be present in the spring and will provide a report at that time.

Committee Reports & Updates

Student Advisors, Student Leadership Committee Reports

- **S. Miller** says **SAs** have continued to have monthly meetings, with video chats making them even more effective.
- Their on-going projects include blogs.
- **D. Miller** notes they are continuing to stay in touch with their students in each region. They are working to help SRs do their jobs.

Alumni Advisor--Heller

- Online journal submissions were robust, so it is taking a bit longer to get the journal published.
- Alumni Facebook page membership surpassed 500.
- Alumni have reached out to seven universities, hoping to encourage interested schools to create chapters.
- Heller is working with Katie Mudd, so that alumni can create blogs on using the English major in the career world, touching on different and helpful areas.
- Heller is working with an alumnus who wants a first live networking event, with a virtual presence as well.

Regent and SR Reports

- **Steinberg** says we need to start thinking about travel and the states that will begin requiring passports. Conversation discusses travel issues for students from, and to, certain states. **Miller** directs Board members to a link regarding travel bans: <https://oag.ca.gov/ab1887>.
- **Steinberg** compliments the alumni who are working to bring in new chapters.

Eastern Student Representative [SR]—Sass (written report submitted)

- The Eastern Region hosted a regional conference at Shepherd University, says **Capano**.
- *Mind Murals* had discrepancies, and the CO spent considerable time trying to copyedit, and the submissions were too few in number. **Capano** thinks a hiatus for a year might help. They will be in touch with the students in the region and with sponsors regarding *Mind Murals*.

Eastern Regent—Nixon

- **Nixon** announces she will be stepping down, and the new Regent may consider the role that *Mind Murals* plays in the region.
- **Fitzpatrick** confirms that the Board is sorry to see her leave.

Far Western SR—Hovet

- This Region is working on a listserv to assist with communication. **Hovet** says they are hoping to find a new host for a Regional conference (the current California host will not be doing one next year). Still encouraging chapters in proximity to do events together, as well as virtual events.
- The Far Western Region is also distributing testimonials from students who have attended convention in the past.
- Fundraising tips and ideas will be a good reason to use the listserv as well.
- Is **Hovet** using WriteAway!, asks **Gabriel**. **Hovet** confirms this is how she is accessing information.

Far Western Regent—Comeford

- **Comeford** notes that some information in WriteAway! or on the website is incorrect. The Region has been working with the CO. **Gabriel** followed up; **Comeford** has been in direct contact and has been forwarding the information to the CO.
- **Hovet** discussed their two major initiatives.
- **Hovet** adds that she and her sponsor have been working to create local events with nearby chapters. This will be used as a model for other chapters, via social media and email.

High Plains SR—Lubbers

- A regional conference is coming in October. Deadlines are coming up, and emails have been encouraging submission. The ASR tried to reach out and get different chapters to communicate.
- **Lubbers** has been looking into inter-organization events (STD chapter with disabilities services, for example). If it works on the chapter level, they are hoping to get other chapters to do the same.

High Plains Regent—Bartlett

- **Bartlett** says Lubbers covered everything.

Midwestern SR—Helgesen

- Western Illinois and Central Michigan hosting regional conferences
- Working to get another ASR

Considering a chapbook for the region

Social media interest generating

Coburn wants to do more research on the travel advisory and the concerns about Missouri expressed by the NAACP, in advance of the 2019 Convention.

Midwestern Regent—Helwig

Southern SR—Upshur

- Regional activities include a spelling bee fundraiser. **Upshur** is working to get more interest in social media.

Southern Regent—Brown

- **Brown** mentions forthcoming events at Lee University (its fifteenth annual symposium) and the University of North Georgia-Gainesville.

Southwestern SR—Tan

- **Tan** and her Regent have been talking about Houston and the effects of the flooding.

Southwestern Regent—Hoagland (written report submitted)

- **Hoagland** will work with the CO, and **Tan** will try to be in touch with students via Facebook to ask what we can do to help chapters affected by the hurricane.
- She is working out the kinks for a virtual lit exchange idea. Kilgore College (STD alum taking over the SKD chapter there).
- Although there was a regional conference at the University of Central Oklahoma, it was not quite connected with STD. **Hoagland** hopes to reestablish connections with that conference.

Steinberg asks whether anyone has any Common Reader (CR) events? **Comeford** responds. **Steinberg** is determined to do one with this book. Discussion includes others' ideas. **Helwig** is giving an award on a CR paper at the regional convention. **Nixon** describes how CR events work at her university in Kuwait. **Bartlett** says that multiple roundtable submissions for convention actually came out of regional conference conversations or presentations. Further discussion explores how to encourage interactions between chapters related to the Common Reader. **Fitzpatrick** recommends that Regents and SLs continue these conversations in future meetings.

Taskforce Updates

Past Presidents Council—Hochstein

- **Hochstein** sent a report to the Executive Committee, as requested of this committee.
- The focus is on educational organizations and non-profits. She says, in sum, that the main purposes are providing support to advise and counsel the board, to retain the institutional memory, and to tackle special projects, along with other support.
- We need to structure the council in such a way that past presidents do not interfere with Board activity. She lists off the recent past presidents who are actively attending conventions. The council gives recognition to those active individuals.
- **Hochstein** suggests putting time in the schedule for the spring for a meeting of past presidents. She notes that we are moving toward this being a regular committee, and she is working on the formal "boundaries" for such a group.
- **Fitzpatrick** thanks Hochstein for her work and mentions **Johnson's** role with tapping into these previous presidents' knowledge. She looks forward to our moving forward with such a council.

Virtual and International Chapters—Heller

- **Wendelin** has done much research at the HS level, to see what international outreach others have. We have eight chapters, currently, that are not in the U.S, and the taskforce has been defining why these chapters are beneficial for us and for them.
- Cross-cultural education and English education are areas to look at for our international chapters.
- The "concept" of honor societies may be unique in places like Europe. Other challenges include whether they are able to go after grants or scholarships. We need to make sure that Sponsors are taking an active role in their submissions.

- New ideas include a questionnaire to further identify the challenges they face and to learn more about literature in their countries, as well as the creation of a Humans of STD: International Version. **Heller** is working with the Convention Committee to create cultural displays (maybe a competition?) for convention attendees. We may also want to help with tutoring programs.
- The virtual side is newer. How do you define membership and participation in such an environment? We are working to understand how we can benefit them and vice versa.
- **Johnson** notes that we had two students from virtual chapters at our previous convention. Considerable discussion ensues and touches on “adoptions” of solo members attending convention and whether student leadership could do the same. **Gabriel** wonders whether we could have chapter mentoring or “adoption.”
- **Fitzpatrick** asks **Hochstein** to think of the logistics for more easily connecting faculty and solo students. Further discussion ensues, including how other conventions handle such situations.

Fitzpatrick calls for a recess at 3:49. Board reconvenes at 4:06.

Societal Website and Social Media--Helwig

- The taskforce looked at the website changes for NEHS and how STD can implement some of those same changes.
- They have some suggestions for the Strategic Plan.
- The group worked to modify some objectives and wants to clarify our role in 4C.
- They will need some additional explanation of the taskforce charge.

Constitution/By-Law/Policies Revisions—Steinberg

- **McPartlin** shared a document with the Board; the group is continuing to look for typos, capitalization errors, and other editorial revisions. We will see that information once it is completed.
- The taskforce is considering a change from “sponsor” to “advisor.”
- **This committee moves that By-Law XI, C. Alumni Membership, 2. Rights b will now read “With the exception of those who hold academic appointments at a post-secondary institution, alumni who join the Alumni Epsilon chapter and pay annual dues are eligible to present at conventions.” A friendly amendment adds the following sentence at the end: “Academic appointments’ do not include graduate assistantships.” Motion carries**
- The additional motions from this committee will be provided to the Board electronically; the Board will have 30 days to review the motions. **Steinberg** reviews the draft of these future motions for discussion among current Board members, which covers the rationale for such a move. **See Appendix A.**

Conference Activities for Undergraduate and Graduate Students

- **Comeford** says that Regents and the Convention Committee also discussed expanding the workshops with ideas beyond the traditional tracks for English.
- Attendees will be able to sign up for an actual excursion during a session time.
 - In a discussion of locations and pros and cons for future convention, the taskforce concluded that though a hotel cost might not be as low, the flight differences might make that a fair tradeoff.
- Regents heard their suggestion to eliminate the Sponsor lunch and to transfer that to something that helps students, like breakfast options. The taskforce also suggests moving the awards to the General Business Meeting.
- Careful and thoughtful discussion went into the cost to students, the feasibility of some of the recommended changes, and the cost to the organization.
- Numerous Board members offer suggestions and explanations in the ensuing discussion.

Advocacy for English and Related Disciplines—Brown

- The taskforce looked at a marketing campaign for what students can do. This might include inviting people from different sectors, even if they were *not* English majors, and making members aware of options through social media. Popular figures with English degrees could be highlighted.
- Recruiting on the college level is difficult; consider turning attention to the high school level. NEHS chapters or other high schools could sponsor mini book clubs.
- The taskforce is planning to do some research of prominent figures, English department retention and recruitment, and of online book clubs.
- **Gabriel** mentions needing a budget for social media marketing. **Schroeder** comments that discussion clubs might not be just for books—the taskforce had in fact talked about different mediums. **Heller** says that 47% of students start off undecided or change their majors.
- Considerable discussion ensues, with ideas for ways to market the major and suggestions for what would interest or involve majors, minors, and the English-adjacent.

Executive and Board Development Committee—Fitzpatrick

- The committee discussed adopting a Board contract form, a document that outlines the obligations inherent in board work. This would become part of the orientation process; the members are still working on a draft and will have one to share in the spring.
- Orientation is another item the committee discussed at length. We need a more standardized process. **Brewster** was tasked with looking into orientation and mentoring for the board.
- We discussed the ED's evaluation.

Immediate Past President—Hochstein

- **Hochstein** notes she serves at the pleasure of the president.
- Her major task has been working on the Past President's Council.
- She has also looked at the current literary arts magazine award.

President's Report—Fitzpatrick

- **Fitzpatrick** thanks everyone for submitting Board webpage materials, with descriptions of their backgrounds.
- Our giving will surpass last year.

Vice President's Report—Brewster

- **Brewster** spent time with the Exec Committee and Strategic Planning.

Secretary/Treasurer's Report--Schroeder (written report submitted)

- **Schroeder** has returned to the Scholarship Committee.
- Our financial portfolio looks great. She shares the two account totals through August of 2017.
- **Johnson** adds details about the increase in the budget and notes that our account receives daily consideration from Polaris.
- **Comeford** asks why we don't have a "giving" section for our alumni. Does the Board give money? We could list 100%. Discussion is about how we might do that.

Historian Report—Steinberg

- **Steinberg** has been working with the Constitution taskforce.

Communications Committee—Hoagland

- **Hoagland** says the committee spent the majority of its time fine-tuning the rubric for the literary journal submissions, including categories for consideration (quality of content, quality of design, chapter involvement, cohesiveness of journal).
- The winning journal members might be invited to share ideas with others at convention. Could we have poster boards at convention that tout our different awards or scholarships?

- Further exploration of a journal for collaborative teacher research is necessary; the committee did not have time to do this.
- **Hochstein** says Judith Clark wants very much to present a workshop on the topic of literary journal creations. Discussion ensues.

Convention Committee—Bartlett

- **Bartlett** has one motion. The committee **moves to nominate for honorary membership our 2016 speakers Charles Baxter and Kao Kalia Yang and our 2017 speakers Jeff VanderMeer, Megan Mayhew Bergman, Marlon James, and Ann VanderMeer. Motion carries**
- The committee is considering many, many ideas about the sorts of workshops we could include: a workshop on teaching at two-year colleges, **Heller** on how to figure out how to use your skills to get into a career, etc. The list is extensive.
- They spent time talking about the Sponsor workshop.
- The committee hopes to modify the student leadership workshop, without stealing the students' thunder.
- Regarding the proposed theme and ideas for speakers for the 2019 convention, Felicia Steele wants to build a theme around work. The Convention Committee will be involved in the theme title. She is considering playwright Lynn Nottage's *Sweat* as a Common Reader.
- The last item the committee considered was developing a "final decision" column for a list of tasks. Where does the buck stop? And what should be the size of the committee itself?
- After considerable discussion, **Bartlett** talks about her experience of, and the value of, seeing speakers she does not know. She will be writing a blog about her experience.
- **Fitzpatrick** thanks the committee and the incoming chair **Bartlett** for all the work she has and will be doing.
- The Board members talk about accessibility at the 2018 Convention hotel.

Scholarships and Academic Awards Committee—Schroeder

- **Schroeder** discusses the grant we might put forward in the spring.
- The committee tweaked the way that application essays work.
- **Schroeder** introduces the first of the motions but withdraws the motion upon realizing the information is not worded as the committee believed.

Hochstein moves, Brown seconds, to adjourn at 6:45 p.m.

Scholarships and Academic Awards Committee (cont.)

- **The committee moves to change the name of the Part-time Scholarship (and necessary language) to include those looking for continuing education and to rename that scholarship the Continuing Education Scholarship.** Conversation covers the many non-degree seeking opportunities this would cover. **Motion carries**
- **The committee makes a motion to remove the Alumni Scholarship. Motion carries** Informal discussion about previous naming of the scholarship takes place.
- **The committee moves to modify the Alumni Strand motion from several years ago to say dues go to convention awards and no longer to the alumni scholarships. Motion carries**
- The committee charges the alumni to decide whether alums have to be members of AE in order to apply.
- **The committee moves to create a \$10,000 Scholarship and Award Reserve Fund; a friendly amendment ensures that the fund will be classified as a roll-over fund. Motion carries**
- **The committee puts forward a motion to combine the NEHS and STD classroom library grants, for a total up to 10, and to change the application form to read**

“NEHS advisors or STD alumni within the first five years of their teaching may apply.” Discussion includes a friendly amendment that adds the language about five years and that changes “increase classroom library grants” to “combine the NEHS and STD classroom library grants.” Further conversation covers the current eligibility requirements and whether the same teacher would be eligible for more than one grant within the five years, or under other circumstances. **Motion carries**

Service and Partnerships Committee—Brown

- **Brown** indicates that interest in the internships was sudden and dramatic.
- **The committee moves that we increase the number of summer internship stipends from two to five.** He adds that while the Better World Book internship is going away, we still accept applications for, and send selected candidates to, Penguin. A friendly amendment increases the number offered by one. **Motion carries.**
- The budget will now be \$18,000. This includes the budget for the Penguin/Random House internship funding.
- The committee looked at possible service partnerships. **Wendelin** continues to talk to NCTE, but the committee is pursuing other options. NEHS is moving to using AwardSpring to make classroom library grants easier.
- **Brown** covers project grants and joint project grants.

Strategic Planning Committee—Brewster

- **Brewster** took the Strategic Plan and rearranged it into three chronological parts: Fall 2016-Spring 2017, Fall 2017-Spring 2018, and Fall 2018-Spring 2023.
- The committee talked about how we will gather information and refer to that info from committees to see what goals we are meeting.
- In producing an updated document, **Brewster** tried to color code but will be pulling out specific sections and will send them to the appropriate people. This allows him to ask “where are we with X”—with an eye toward updating the document.
- The committee’s work on a succession plan involves thinking in a meaningful way about what the various stages would be. **Brewster** made a draft of issues that would be especially important to an organization like ours. One of the next steps would be to take the job description for the ED and boiling it down for an outline/advertisement for applicants.
- The committee next turned to a review of revenue streams. From that work came the following motion.
- **The committee moves to raise the one-time Society initiation fee from \$40 to \$50, effective July 1, 2018.** Discussion includes questions about a 25% increase, the status of our current “nest egg,” offering a fee waiver, the small chapters (getting them to apply at all is a “nightmare”), \$40 being a lot for members, “\$50 is adult money”—and including other options. Could we raise the amount in more incremental amounts, installments or fee waiver? Installations would be difficult for eligibility for awards. We are receiving credit card payments; can we have a \$2 fee like we do for convention registration? Some Board members consider this a logistical nightmare (**Brown’s** example is from his chapter dues). We look at this every eight years, says **Gabriel**, and the previous adjustment was almost 10 years ago.
- **Brewster** gives the rationale for the move: our dues are lower than most other societies. Looking ahead to the future (and being aware of raising increases to other things we are offering)—a dues increase is a prudent way to plan ahead. Yes, 25% is significant. Looking at the increase right now seemed sensible *before* issues arose.
- **S Miller** suggests an incremental increase, rather than 25% all at once. Smaller increases won’t be as off-putting. Additional discussion reveals some chapters do not offer anything or have expensive local dues. The correlation between fees and value of a society is a “logical fallacy,” says **Lubbers**. Low cost is something student leaders sell to their chapters. The \$10 may make a difference in whether someone joins. This fee increase hurts small chapters, even where larger chapters can survive it. Invitations to other organizations seems shady to students.

- **Hochstein**, who is on the committee that agreed to put this motion forward, now feels differently about the motion after hearing from others.
- **Brewster** asks to table the motion until Spring 2018.

Fitzpatrick recesses at 10:26; Board reconvenes at 10:40.

Regents Committee—Nixon

- **Nixon** says the big thing Regents worked on has already been previewed: no longer having the Sponsors Luncheon. The waste at Convention was rationale enough to the Regents, who are happy to see the money reapplied to the students. The Regents are in support of its removal; the Convention Chair can take that as she may.
- Reminder that the deadline for Outstanding Chapter is now September 20th.

Student Leadership Committee—S. Miller and D. Miller

- Student leaders talked about the logistics for convention and are in the planning stage. They are working on social media engagement, transparency, and work with regions so everyone knows what is going on.
- **S. Miller** says the SLs want to do an Escape Room (tied to the theme). Each Region would have its own station; the fastest winner gets a prize, but there would be a raffle for anyone who completes the room. They would consider revealing the 2019 CR as the “surprise” at the end.
- **D. Miller** talks about the literacy project. SLs had been weighing the options, with an emphasis on providing books to students with disabilities. With the natural disasters happening, however, the SLs switched their mission. Fundraising would allow them to help support chapters. To help chapters rebuild libraries, SLs would like to help the society build up the relief fund, to have that for the years to come. They want to keep awareness up for disasters through the end of the semester (where it might wane after a couple of weeks generally). **Fitzpatrick** summarizes the plan to make sure everyone understands the goals.
- **Steinberg** says the literacy project in the past has been directed away from us. There is something good in raising money for someone other than ourselves. Says **D. Miller**, we don’t want to specify one area (like Houston). But we could look at percentages to apply to each disaster.
- **Johnson** asks about logistics: how will you identify the chapters affected? How to distribute? Raising money for students actually joining us for Convention makes it more real, says **Capano**. Helping people actually at Convention would be more community-based. **Bartlett** adds, if we raise money to give to *special* project grants for local chapters, for public libraries or schools (maybe school supplies), we can collect extra money to help those chapters refocus on service and their communities. She had already suggested in the CO that we waive membership fees for members newly eligible in those chapters. Losing revenue? **Comeford** reminds the Board of her earlier recommendation about a giving button on our website.
- **Nixon** wants to respond to the idea that this would be an outward motion: we all agree this is an unprecedented thing for the U.S., possibly the first time in our history that we have such a large geographic area affected by natural disasters. But we should have strict guidelines—making sure what we give them really goes to replacing books, cords, or other items lost in the disasters. Such giving is a one-time thing, but very good for us. **Helwig** sees **Steinberg**’s point about outward versus inward. We could consider associating with an organization that is library disaster relief.
- **S. Miller responds** that the SLs will look at the ideas—fundraising for a pool and then distributing that way, promoting project grants for affected chapters. The CO is sometimes better situated for helping chapters, says **Steinberg**. Maybe we could look for extra money for students coming from disaster zones, **Johnson** says, primarily in specific Regions. Regents might consider judicious fund distribution, as well, providing a Regent’s contact with chapters in their areas.
- **Fitzpatrick** asks that SLs stay in contact with the CO and that they copy her on all communication, so she can communicate ideas to the larger Board.

- **S. Miller** says their last business (“big piece of feedback from SLs”) was the perceived actual duties for ASRs (specifics are still vague, but this leaves too much wiggle room). The SLs’ recommendation is to revise the bylaws for the ASRs. **Fitzpatrick** says they send that charge to the Strategic Plan Taskforce. **S. Miller** asks the taskforce to use recommendations and suggestions from the SLs.
- The current language of the constitution says that a Regent “may” replace an ASR. SLs want such a replacement to be an obligation. “within 30 days”—again, **Fitzpatrick** confirms, such a request gets sent to taskforce, and with Regents involved in the discussion.
- **Fitzpatrick** recognizes all the hard work that students put into the organization.

Budget Review and Approval

- Typically, **Schroeder** uses this time to fix numbers and then to revise. This year, the CO staff needs to leave a bit early, so all other members of the Board take a break.

Recesses at 11:15, to reconvene at 11:30

Budget Review and Approval (cont.)

- **Schroeder** walks the Board through the budget, with **Johnson** available to answer questions related to the CO; **Comeford** asks for additional info about financial advisors and the audit. She notes it would be helpful for all Board members to know these details.
- **Hochstein moves, Steinberg seconds, to accept the proposed budget as presented. Motion carries.**

Other New Business

- There is no other new business.

Announcements

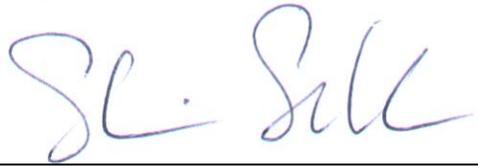
- **Helwig** describes a regional conference at Western Illinois University, with undergraduate awards for papers and award for the Common Reader for our 2018 Convention.
- There is also a conference coming up at Central Michigan University.
- **Hovet** and **D. Miller** were published in the *Rectangle* and were awarded prizes in poetry and creative nonfiction.
- **Hochstein** gives a “shout out” to Katie Mudd for the quality of the blogs.
- SLs thanks Elfi, Natasha, and Katie for all the help with video and other meetings. **Gabriel** thanks the Board for realizing the CO can realize its potential with additional resources and employees in the CO. **Steinberg** puts in a request for Katie Mudd to be here at Board meetings in the future.

Central Office Travel & Reimbursement Instructions and Information

- **Johnson** provides information about the hotel and its Art Deco roots. We will not have enough doubles for the first time this year. Encourage people to register early.
- He urges members to continue to share cabs to save money.
- **Johnson** covers other rules for reimbursement. At check out, room and taxes are paid for—your expenses that go on your room are on your own. **McPartlin** asks Board members to straighten things out as they check out. The CO does need receipts for Board member expenses. Please try to get those done within the next two weeks; email them directly to **McPartlin**. Scanned copies are acceptable.
- **Fitzpatrick** asks Board members to send committee minutes and taskforce minutes within two weeks.
- The dates for the Spring 2018 Board meeting are March 20-21. The Convention theme is Seeking Freedom, and the CR is *The Book of Unknown Americans*. Send food recommendations to Katie Mudd, who will collect them.

Schroeder moves, Hochstein seconds, to adjourn. Meeting adjourns at 12:32 p.m. Motion carries.

Respectfully submitted,



Shannin Schroeder, ΣΤΔ Secretary/Treasurer
Rough draft revised and submitted on March 6, 2018
Final approved draft submitted on March 31, 2018

Appendix A

All these motions below would need to go through the formal process of amendment and not clarifications of language that can be voted on merely by the Board:

2. The Task Force on the Constitution moves that the ratification time frame for amendments be shortened from ninety to thirty days, as stated in Article XI Amendments and Additions, Section II. Constitution. B. Ratification.

Right now, the Constitution allows ninety days for chapters to respond to the electronic ballot prepared for them to vote on amendments to the Constitution. Most chapters that choose to respond respond quickly to the initial e-mailed ballot. We can be sure to send 1 or 2 follow up ballots 1 or 2 weeks after the first e-mail.

3. The Task Force on the Constitution moves that the mission and purposes of Sigma Tau Delta outlined in Article I Incorporation, Section III. Mission and Purposes. be amended to reflect the newly adopted mission of the Strategic Plan.

This could be a can of worms -- as English folks like to tweak mission statements.

4. The Task Force on the Constitution moves that the Executive Board position of “Historian” be renamed “Officer at Large.”

This amendment reflects actual practice. The Historian performs duties assigned by the President, and the Central Office maintains our archives and our web-page and takes photos during the annual convention.

5. The Task Force on the Constitution moves that the Constitution of Sigma Tau Delta be shortened to only the articles that cover legal issues: Article I Incorporation / Article X Financial Policies / Article XI Amendments and Additions, and that all of the descriptions of board positions, Society events, and Society governance be moved to the By-Laws.

Obviously, this is a BIG change, but it reflects the practices of other Honor Societies, some of which use only By-Laws as their governing documents. We believe this will be a good change for two reasons. First, retaining all of what we are calling “legalese” in the Constitution means that no future Board can alter our financial safeguards or terms of incorporation or dissolution, or amendment process. Second moving all of our descriptions of how we govern ourselves and hold annual conventions and distribute tasks allows future boards to more easily tweak job descriptions, and puts all Board Members and Board Affiliates in the same part of the governing documents.

This change also simplifies the Constitution and simplifies the process of continually updating our descriptions of what we actually are doing.