

SIGMA TAU DELTA, SPRING BOARD MEETING 2018 EXECUTIVE & BOARD DEVELOPMENT COMMITTEE CHARGE

To exercise all executive powers of the Society excepting any specifically retained by the full Board in official sessions. To provide input on the Society's annual budget; to oversee disposition and investment of Society funds, with an emphasis on preservation of capital. To advise on the desirability and/or feasibility of additional expenditures. To develop and review policies and processes that enable the Board to recruit and mentor potential new Board members. To nominate candidates and implement elections. To review elections policy and procedures. To recommend any changes for elections to be held at the next convention.

COMMITTEE FOCI/TIMELINE

Summer 2017 into Fall 2017

- By September 1, review strategic plan to identify and discuss relevant goals and objectives at the Fall board meeting
- By September 15, determine who is eligible and, if appropriate, nominate a candidate to receive the Delta Award
- By the Fall Board meeting, review and suggest changes to Executive Committee roles and responsibilities
- By December 15, implement an education plan/process for both new and ongoing Board members, including mentoring of new Board members

Spring 2018 into Summer 2018

- From January 15 through the Spring convention, recruit and interview candidates for open Board positions and make recommendations to the Board
- By Spring Convention, review and discuss updates and short reports from Task Forces on Past Presidents Councils and Constitutional/Bylaw Revisions

Strategic Plan Goals 2B, 2C, 5D

COMMITTEE MINUTES, 03.20.2018

Call to Order

- Fitzpatrick called the meeting to order at 7:05pm and shared a bring quotation from Charles Dickens' *Great Expectations*.

Announcements

- Johnson shared a brief update on progress of ballot voting for constitutional changes. Thus far, a majority of responses have been positive. Steinberg indicated that an additional review of the results will take place at the end of the 90-day chapter response period.
- The statuses of open Board positions (Southern Regent, Southwestern Region, Eastern Region, Midwestern Region, Historian, SA, AR) were discussed at length. Ad hoc committees were established for the SA and AR interviewing processes. Everyone agreed that additional discussion will need to take place in the next year concerning the expectations and the application process for the SA position. Steinberg emphasized the need to explore leadership training for new student leaders. Brewster, as the incoming Board President, agreed to explore the concerns further as he develops the committees and task forces for the next year.

Old Business

- The second draft of the Board Contract Form was discussed as a first step toward developing a more comprehensive orientation and mentoring program for new Board members. The committee agreed to move the form forward as a working document for Board approval and vote. Fitzpatrick, in her role as the Immediate Past President, will facilitate an ad hoc committee on orientation and

mentoring processes and materials over the next two years.

- *Motion: The Executive & Board Development Committee moves to adopt the Board Contract Form as a working document that will be used as the first step in the creation of an established orientation and mentoring process for new Board members.*
- Brewster and Fitzpatrick will match seasoned Board members with new Board members for mentoring purposes. Email introductions will be sent out to Board members to establish initial contact.

New Business

- Hochstein shared the proposal of the Past President's Task Force. The committee expressed gratitude for the thoughtful and thorough nature of the proposal. Johnson requested minor edits to the document and an added emphasis on exploring research needed by the Society on various issues (Example: adult students), and Fitzpatrick requested that the bulleted list of "Functions" be reviewed by the past presidents for potential expansion in the area of mentoring/guiding students who attend the convention without a faculty sponsor. The committee agreed that the addition and recognition of the Past President's Council holds the potential to assist future Board President's if/when advice or guidance are requested.
- Fitzpatrick shared preliminary information pertaining to potential partnerships and costs associated with the National Humanities Alliance and the National Association of Media Literacy Education. The committee agreed that the Central Office and the Service and Partnerships Committee will need to investigate thoroughly the opportunities, challenges, and feasibility of the potential partnerships in the next year.

The meeting adjourned at 8:25pm.