



# Minutes Executive Board Meeting

**Phone: (712) 832-8330**

**Access Code: 886 3398**

**February 15, 2019**

**Conference Call**

**Meeting Commenced at 11:00 a.m. Central**

Present: Deb Daiek, Denise Lujan, Patrick Saxon, Mary Zimmerer, Meredith Sides, and Annette Cook

Guests: Wes Anthony and Carol Mueller

Absent: None

---

## **Discussion Items:**

### **1. Review of Minutes (Board)**

Motion to approve the minutes from January board meeting.

First: Mary Zimmerer

Second: Meredith Sides

Motion Passed 3-0

### **2. President's Report (Deb Daiek)**

- The membership voted to change the name National Association for Developmental Education (NADE) to National Organization for Student Success (NOSS). Game plan/timeline for after name change announcement at conference – The name change will be announced at the Thursday keynote luncheon. Annette has the logo from Kenyatta so that we can add it to a powerpoint during the announcement. We also have magnets with the new logo on it that have been donated to give out at the conference. The board agrees that it should be high energy and “pep rally style.” We think that Denise should be the one at the microphone. We think it is important to share our timeline of the changes at the conference. We need to confirm the people on the re-branding committee and announce them so people can send them ideas. We need to make certain that these plans are discussed during Monday meetings of conference week.

- Table Share at Conference for 4 major doctoral programs – we have had an inquiry about this. However, to be consistent and fair to all programs, then we need to stick with the plan to have them pay for a booth or pay for flyers to be distributed on a share table at the conference.
- Agenda for meeting with JDE on Friday at 2:30 needs to be created:
  - Expense and how we will move forward
  - Difficulty with articles not being moved forward in the process
  - NADE is not in a position to get involved in a contract. We will probably need an issue-by-issue basis depending on the situation.
- Deb will be meeting with some individuals to discuss the possibility of a research forum.
- Discussion about keeping board conversations confidential
- Emily Suh is interested in conducting a survey research study while we are at the conference. Deb will be finding out more details about this to share with the board.

### **3. President Elect's Report (Denise Lujan)**

- a. Programs of Promise – Denise specifically asked a college to go through this process. The Programs of Promise is a new recognition of those departments across the country that recognizes great work. General discussion commenced about the pros and cons of announcing this college's work to be recognized at the conference since we have not widely advertised this program. We will talk about the program at the Celebration Breakfast.
- b. National Institute for Learning Outcomes and Assessment NIOLA possible Partnership – this is an opportunity for a partnership that the board will be discussing after the conference

### **4. Vice-President's Report (Mary Zimmerer)**

- No report

### **5. Treasurer's Report (Patrick Saxon)**

- Chase Bank requires Deb, Denise, Carol, and Patrick for an in-person meeting to get the financial accounts switched over.
- We can't do anything on the banking accounts until we get the incorporation paperwork with the new name.

### **6. Secretary's Report (Meredith Sides)**

- No report

### **7. Conference Manager's Report (Annette Cook)**

- Annette has had two calls regarding the McCabe conference. The theme is “Paving the Road to Student Success.”
- We do have the website domain for the new name for the organization.
- We need an ad for the 2020 conference. It will be known as the 44<sup>th</sup> conference of NOSS, not the 1<sup>st</sup> annual conference of NOSS since our organization is still the same, just with a different name.
- Conference updates – protocols have been shared with the board to review, and we hope to go over these on Sunday of conference week. With regard to security, we do have to pay for security this year during the conference. Once the AV equipment is unloaded, that is when the security begins. \$25/hour is the best quote that Annette received. This price is within the 2019 conference budget. However, the board wants Annette to ask about why NADE is responsible for the security of the AV equipment instead of the AV company. The hotel is offering us some perks like free wifi, reducing per person cost of Leadership Congress breakfast, etc. in exchange for us moving the location of one of the rooms. We are at the food and beverage minimum. We don't have enough t-shirts to give to each presenter. The updated conference registration number is 646, not including exhibitors. Annette will be sending out future email blasts to everyone, instead of just registrants, in order to continue encouraging people to register. Our hotel block is no longer available (Feb. 7<sup>th</sup> was the last day that the room block was available).
- Annette asks that board members bring two gift cards to use for the passport winners (we are giving away 3-5 away). It can be a \$10 gift card to somewhere. The silent auction numbers are looking good.
- \$1850 has been donated from the chapters for the hospitality room at the conference.

Meeting adjourned at 12:36 p.m. Central