



NATIONAL ORGANIZATION FOR STUDENT SUCCESS

Minutes Executive Board Meeting

April 10, 2020

Executive Board Conference Call

The board convened at 12:30 p.m. Eastern

Present: Denise Lujan, Meredith Sides, Dan Nelson, Carol Mueller, Glynis Mullins, and Annette Cook

Guests: None

Absent: None

1. Review of Minutes (Board)

Motion to approve the minutes from before conference meetings in Nashville, TN.

First: Carol M

Second: Dan N

Motion passed 6-0

Motion to approve the minutes after the conference in Nashville, TN.

First: Denise

Second: Annette

Discussion

Motion passed 6-0

2. President's Report (Denise Lujan)

1. The advisory committee i.e. Taskforce

- Possible Suggestion to focus on one task force at a time. Prioritize which taskforce should the board start within the near future.
- taskforce created- Membership, Strategic Plan, and Chapter issues.
- Define the purpose of the taskforce is vital when moving forward.
- Create one task force within the next six months: The strategic plan task force.
- Suggestion to work on the brainstorming activity document: Denise and Meredith will take on the task of narrowing the focus of the brainstorming document to make it manageable prior to the board having more discussion at the June Board meeting.
- Membership task force: Meredith as a liaison - Identify the primary focus, an ongoing process, the purpose of this task force should be something useful to the organization.
 - Discussion: Ask Tammy Francis and Amy Tankersley as co-chairs- to come up with creative ideas & strategies to increase membership over the next three years.
 - Consider reaching out to list of lapsed membership (Annette will provide)

- Consider reaching out to current members to promote membership possibilities at their colleges.
- Compensation ideas: A gift card or reduced fee waiver.

2. Discuss JDE

- 4 issues on the current contract: \$6700 for 4 issues (\$26800 contracted amount)
- Request for the new contract to include a full-page ad for the conference in each issue.
- Maintain keeping the deadlines on track
- The suggested issue dates: June 10th, 2020, October 30th, 2020, March 1st, 2021, and June 10th, 2021.
- Suggestion to increase from \$6700 per issue to \$6800 per issue (\$27200 contracted amount).
- Denise will make changes to the contract.

Motion to pay \$6800 per issue and add a full-page ad in the journal

First: Annette

Second: Carol

Discussion

Motion passed 6-0

3. Launch Years: Gates Foundation-Dana Center

- Equity issues
- Present the possibility of supporting Launch Years with Math Network, Research Network, and EAI.
- Suggested a deadline of two weeks to correspond with the Network chairs for review.
- Suggested setting up a Zoom meeting with Dr. Vale and a group of members to discuss moving forward with Launch Years support.
- Meeting with Dr. Vale: Week of Monday, April 27th.

4. Consideration for changing board position names specifically Treasurer, Secretary, and Vice President

- Discussion of appointed position for Treasurer
- Review the budget to determine if the organization can afford to hire a bookkeeper.
- Annette and Carol will research what it would cost to hire a bookkeeper for the organization.
- Discussion of one person handling the duties of the organization treasurer and conference treasurer as one position.
- Secretary: Table this discussion.
- Vice President: Dan will research and possibly get input from chapters regarding a name change. Table this discussion.
- Suggestion: research on average what each board member spends over the period of term served.

5. Required NOSS membership

- Chapter elected OR elected and appointed board member
- Discussion: Quarterly notification of which chapter elected and/or appointed board members are in good standing.

- Vice President (Dan) will request status on elected officers of the chapters from Annette. Vice President (Dan) will also reach out to chapters regarding NOSS membership.
 - Suggestion to develop a Google doc to update quarterly for verification if a chapter official is in good standing.
 - Discussion: Elected officers versus appointed- Chapter executive officers board members should be a NOSS member.
 - Discussion: Chapters submit grant checks to banks within sixty days per Treasurer (Carol).
6. Position papers
- Discussion of what NOSS should take a position on?
 - Suggestion to take a look at resolutions on the website.

3. President Elect's Report (Meredith Sides)

1. Reminder for each board member to sign up for Networks.
2. Suggestion to use the Group Me app for the NOSS board to communicate.
3. PPH updated the month of April.
4. National Trends Network: Patrick Saxon is asked to chair this network.
5. Include in the May newsletter to solicit chairpersons for networks.
6. Discussion to postpone the formation of the student career services network due to lack of interest.
7. Awards Committee
 - Awards coordinator: Tammy Bishop remains in this position.
 1. Appoint 3 people to review awards
 2. Suggestions to find members who are not already in leadership roles expose members to leadership opportunities.
 3. Suggestion to give out plaques for big awards rather than certificates.
8. Certificates
 - Discussion to eliminate the printing of certificates and sending them electronically.
 - Secretary (Glynis) will send the certificates to the chapter and network leaders.
9. Equity, Access, and Inclusion Network
 - Request for diversity statement for Board candidates- Board reviews statements provided from the Network.
 - Suggestion to merge the two statements into one statement.
 - Meredith will continue to have open conversations with Chair (Emily S.) of EAI network and bring concerns to the board.
10. Networks will transition away from Committees
 - Board will revisit the view of committees versus networks.
 - Three changes to committees: Awards coordinator, Media Specialist, and International Liaison.

4. Vice President's Report (Dan Nelson)

1. Grant request for Type A. Midwest Chapter request for a board member to attend conference.

Motion to approve the Type-A grant.

First: Dan

Second: Carol

Discussion

Motion passed 6-0

2. Grant request for Type- B. Maryland Chapter request financial assistance with special projects such as table cloths, and marketing materials.

Motion to approve the Type-B grant. Request financial assistance with special projects- table cloths and marketing materials.

First: Dan

Second: Denise

Discussion

Motion passed 6-0

5. Secretary's Report (Glynis Mullins)

1. Discussion of changing the format of the newsletter.
2. Board will review the example of the new newsletter and discuss it at a later date.

6. Treasurer's Report (Carol Mueller)

1. Current balance is \$349,000.00
2. Notification of Type C grants not paid yet?
3. Suggestion to give a deadline for the cashing of grant checks.
4. Suggestion to send out correspondence to chapters regarding the urgency of cashing in of grant checks.

7. Conference Manager/Executive Assistant's Report (Annette Cook)

1. Executive Assistant
 1. Notification five chapters requested the NOSS logo
 1. Mississippi, Ohio, Michigan, Maryland, and Kentucky.
 2. Notification the Midwest chapter requested the development of their chapter website (Annette completes)
 1. Highlight in the May newsletter. This highlight in the newsletter will promote branding opportunities.
 3. Member rates and conference registration rate
 1. Discussion to postpone increasing membership and conference registration rates due to the COVID-19 pandemic

Motion to approve not increasing membership and conference registration rates

First: Annette

Second: Meredith

Discussion

Motion passed 6-0

4. Marketing/ Branding ideas
 1. Notification that it would cost \$400 for two logos and postcard redesign.
 2. Two logos for Practioner to Practioner and Programs of Promise
 3. Removal of the 2020 conference information.

Motion to spend \$400 on marketing rebranding.

First: Annette

Second: Carol

Discussion: If we do the redesign of postcard and redo mailing which might be costly.

Suggestion to send postcards electronically.

Motion passed 6-0

5. Monthly communication with all leaders after board call
 1. The use of the minutes
 2. Meredith and Dan could provide updates to the leaders (Networks & Chapters)
6. Email accounts
 1. Removal of former board members
 2. Request from former board member to keep NOSS email.
 3. More discussion required.
7. + One -- Phase 2
 1. The membership task force could address once the task force is created.
 2. Table for later
8. Programs of Promise promotion
9. Stats for Google Ads
 1. Document shared with board members
10. GoToWebinar is canceled.

2. Conference Manager

1. Conference Income report
 1. Board viewed the current report
2. Refund request
 1. The request of a refund due to COVID-19 pandemic
 1. Respiratory issue
 2. member in good standing
 3. Recommended to refund all monies except the \$50
3. NOSS 2020 wrap up
 1. Results of wrap up forwarded to NOSS board as soon as wrap up is completed.
4. National conference host chapter incentives and thanks
 1. Extra chapter grant or fee waiver to the leader of hosts team
 2. Table the decision
5. Silent Auction
 1. Raised \$575 this year compared to \$953 in 2019; a lot of work for the host chapter.
 2. Suggestion to have a fundraising activity that will promote chapters to actively compete to raise the most money during the conference.
 3. Suggestion: No more silent auction.
6. NOSS 2021 budget

1. Shared with the NOSS board
7. NOSS 2021 proposed Keynote Speakers
 1. Forwarded the list of prospects for a keynote speaker.
 2. Board agrees with moving forward to get the actual cost of speakers.
 3. Board will review final submissions of keynote speakers once the cost is provided.
8. Math Summit at 2021
 1. Discussion: A planning meeting will take place at the AMATYC 2020 conference.
 2. More details will follow

Meeting adjourned at 3:45 p.m. Eastern