



Meeting Name	NOSS Board Meeting		
Meeting Date	November 30, 2023		
Meeting Time	10am-12pm and 1-3pm ET, 11am-1pm and 12-2pm CT, 8-10am and 11am-1pm MST		
Location	Virtual: https://us02web.zoom.us/j/83984704334		
Attendees	Annette Cook	John Craig	Leanna Hall
	Glynis Mullins	Meredith Sides	Sharisse Turner
	Guests:		

Meeting Agenda

1. Welcome

2. Approval of minutes—please see [link](#) to review.
 - Motion: Meredith
 - Second: Glynis
 - Vote: all approve

3. Meredith items
 - a. Marketing update/next steps—Annette has a contact who is interested—Mallori Lanier, and she will be sending a proposal.
 - b. NLLA update—20 participants; we lost one participant because her new institution will not let her. One steering committee member has not paid his membership, so he may not be able to continue. Next three steps: master syllabus that lists projects for each month; projects will be presented at 2025 NOSS; publication of team projects. Planning lots of feedback opportunities, especially since this is the first group in the academy. Sharisse recommends that we make an

announcement and celebrate the participants in the NNLA, even before the conference.

- c. AMATYC reciprocal—the agreement has been signed and the reciprocal partnership is uploaded now.
- d. 2023-2024 Research Grants Update—they are finishing their research projects, and should be paid by the new treasurer after the conference. Confirm: publish articles on the website. Discussion about publishing in J-NOSS, and concerns raised about whether it is appropriate to pay someone for research and then publish the work. Do we publish in an open journal something we sponsored? We could also publish in P2P. As John, based on his experience with publications, noted, since the purpose of organizations is to contribute to the field, it is ethical to fund research for publications. All articles will need to be reviewed the same as any submissions. We could add an editorial note to the journal about how some of the articles may include research that was [funded] by NOSS. We will still highlight recipients' grants awards, and celebrate their work on the website, etc.
- e. [2024-2025 Research Grants Cycle](#)—added some new information about due dates, and included Meredith in the process, since she will not be on the board. Also added: “Student success initiatives related to specific student groups (i.e., veterans, athletes, those with ADA accommodations, etc.)” We can recognize recipients at the Awards ceremony.
- f. [Bylaws](#) change + rationale
 - i. Article III, B. – redundant? Vote to remove:
 - 1. Motion: Leanna
 - 2. Second: Glynis
 - 3. Approval: all approveWill not need to send this out to the membership for a vote, since it is not substantive, and reflects what we already do.
 - ii. General updating for things already voted on—Leanna, Meredith, and Annette will make changes.
 - iii. [Article IV Section 2](#)
 - 1. Proposed change in the linked document to be sent to members
 - 2. Motion to send out bylaws amendments: Meredith
 - 3. Second: Glynis
 - 4. Discussion: Send out in January; send proposed change in President's Letter,
 - 5. Approval: all approveIf members vote on this change, then the chart at the end of the linked document can be used.
- g. [J-NOSS](#) update—14 people have signed up to be peer reviewers, and we need SMEs, so please encourage people to be reviewers. We need IRW experts, for example. Made change to the form to encourage more participation.
 - i. Stats—228 visitors from five countries as of today. One article has been submitted, and another is on its way.

- ii. Peer reviewer membership question--Does the board want peer reviewers to be NOSS members? The board members feel that they should be members.
- iii. "Marketing"--will be encouraging chapters and reciprocal partners and others to share the website. Ad campaign in Student Success Central. Other ideas? Social media. Share with the networks.
- h. Code of Ethics proposed update to wording--#6 Members cannot use their positions in leadership roles in NOSS or NOSS Chapters for personal promotion or gain. Add "financial," and eliminate "promotion or"
 - i. Motion: Leanna
 - ii. Second: John
 - iii. Approval: all approve
- i. New Oath of Office shared with chapters--new oath template to be sent to the chapters.
- j. [Strategic Planning/Goals](#) review and further work

4. Glynis items -

- a. One-on-One Network Meeting (Oct. 12th - Nov. 27th)--Glynis has met with all of the networks individually over the past month.
- b. Online Network (**Chapter President** vs Chair)-- the focus will be getting someone to step up as chair or co-chair at the conference or before. Kelle is president for the Kuwait chapter, and will be stepping down as chair.
- c. EAI--The network requested more time for their session at the conference. Suggested they use half the break time to add more opportunity for discussion (would allow 15 more minutes). They could also structure their time more fully. Could add another "social" session to give them more time.
- d. Mathematics--the new co-chair--Shirley Burnett--will transition into a new role at the conference if approved- both MA and Christina are excited about Shirley coming on board - Glynis will schedule a meeting with her ASAP.
- e. Literacy: Lora is rocking and rolling! Very impressive.
- f. Writing Network: Glynis met with both chairs, who are new. They have extra loads at their institutions and are focusing on what they need to do for the conference.
- g. Advising & Counseling--Cheri White is the NCOSS President-Elect, so will step down as network chair after the conference as co-chair. The network plans to find someone by conference time to help with the transition.
- h. Tutoring and Peer-Assisted Network: They just hosted a webinar, and are requesting:
 - i. [Request](#) (Penji \$350)
 - ii. Motion: After Penji pays their fee, we will sponsor a partial fee waiver for a network member for the conference.
 - iii. Second: Meredith

- iv. All approved
 - i. IRW–The co-chairs’ travel has not been approved yet, so Glynis will be on stand-by to cover the network meeting if needed. Use of state chapters. Would there be an option to Zoom for the Leadership Congress? Has a social media presence on Facebook .
 - j. Retention Network - A co-chair is now in place, sharing of recording outside network membership came up. They had two meetings in September, and there was high attendance: one meeting had 33, and one had 5. In November, there were 26 at one meeting, and 21 at the other.
 - k. Administration and Leadership–They thanked the board for approval of the name change to include “Leadership.” The book club this semester did not do well, and perhaps the cost of the book factored into the participation. The network is focusing on creating a website.
 - l. Budget request discussed - most are going to purchase giveaway items for network meetings. Everyone was encouraged to use their \$100.
 - m. All networks will be represented in Vegas except the Research Network, so Glyns is covering the meeting time and following up with Alex G. for guidance.
 - n. Encouraging all networks to make personal connections in Vegas supports Meredith’s findings about personal connections. Making announcements or reminders of network meetings throughout the conference.
 - o. FYI: Three networks mentioned that they want someone from the EAI Network to come to their meetings and make a presentation. Perhaps more collaboration in the work of the networks should be encouraged. Perhaps we can have a network collaboration page, and allow for more collaboration at the conference, etc.
 - p. Since one network chair has already paid their conference fee, could we provide a full waiver to the co-chair of the network? Yes.
5. Sharisse items
- a. Chapter Reports–see [report](#). The report helps highlight the need to have conversations about how to grow their membership. [Spreadsheet](#) of membership and leaders for chapters. Will be adding a column for the actual numbers for each chapter to the report. About 1,000 are members of chapters. Highlights: numerous chapters hosted their conferences this fall. OK changed name to Oklahoma NOSS.
 - b. Updates on Rebuilding Chapters — Session at conference on Feb. 17, 8:30-9:15am
 - i. Louisiana–Sharisse is planning to meet with Heather, and will schedule another meeting with others as needed in the future.
 - ii. Michigan–still struggling, has not submitted a chapter report. Only one person responded to Meredith’s email about rebuilding the chapter.
 - iii. North Carolina–submitted a chapter report, and are planning to attempt to have a meeting before the break. They are working on the bylaws, etc. Five members are part of the work to rebuild right now.

- c. Spring Presidents' Round Tables—Sharisse wants to begin scheduling the roundtables for spring. Wants to include the treasurers to discuss finances, and wants to have the new treasurer to join the discussions. Would January be a good time to gather everyone for the roundtables? John would prefer later in the month. One of the sessions could also be on team communication and collaboration among chapter leadership. Could also invite network members to the roundtables to discuss how members can get involved.
- d. Virtual Commons for Leadership Council—beyond traditional social media, we could use Discord.
- e. Regional Chapter Collaborations—GA, FL, AL, Louisiana, MS, MW, SW, NC, SC, etc.--any chapter that is struggling—to participate in collaboration/meetings (virtual and in person) to share ideas/resources. Perhaps pairing up could be among chapters that are struggling with chapters that are strong.
- f. Chapter Recognitions at Conference—Two chapter awards are already done at the conference.
- g. Chapter Insurance—Checked on which chapters still have not paid. Doing well right now!

6. Leanna items

- a. [Mailchimp analytics](#): The open rates are down a bit (probably because time of year), but still messages are being read.
- b. Discussed in-person meetings options, to potentially reduce them to save finances, for example, and use virtual meetings more. We need to look at the sustainability of the current model. To be discussed with the new board.

7. John items

- a. Taxes—The timing of communication is concerning; there is a lag in responses, and the process should move forward more quickly. We do not have an invoice yet, and our taxes are due at the end of this month or next month. The documents were submitted early. The new treasurer will need to be aware of the slow responses.
- b. Balances
 - Checking \$91,201.79
 - Savings \$212,933.19
 - Total \$304,134.98
- c. Income and Expenses from July 1 - October 31st [Income and Expenses To Date](#) We are in the green! Income minus expenses for the quarter = \$32,501.59

8. Annette items

- a. 2024 Conference Items
 - i. [Registration and Hotel Pickup Report](#)
 - ii. Westgate concessions—Reminder: The conference committee learned that the gymnastics event will occur at the same time as our conference,

so we lost space. Concessions: continental breakfast for 20 people–11-20; afternoon cookies and brownies. Will ask for storage space to avoid space (can send stuff a week before for free). Clarify that we will have access to the train, especially since there will be two groups.

- iii. Culture of Care Summit and Leadership Luncheon (formerly known as Congress) plans–president and PE of each chapter, and chairs of networks
- iv. Exhibitors—we have quite a few who are coming to the conference, including new vendors, such as Top Hat, Upswing, MathTV.
- v. Dr. Boylan update–He agreed with our proposal of what he could do, but is experiencing health issues, so we will be flexible. We welcome him, but his health is most important.
- vi. [2025 logos](#)–No 3 was the first choice, and we are requesting that the NOSS branding being included in the design.
- vii. Math Summit update – at AMATYC 2024 in Nov at Atlanta; sponsorship, speakers–meeting once a month; \$1,500 fee (which is higher than previously); want to propose that we agree to pay a \$1,500 sponsor fee for the Math Summit.
 - 1. Motion: Annette
 - 2. Second: Glynis
 - 3. All approved.
- viii. VP Event–Annette’s successor needs to be selected to shadow her after the 2024 conference. If the person is not retired, the workload could necessitate two individuals. Two potential candidates: Amy T and Johari. We will then have two years to prepare the individual(s).

b. Office

- i. [Membership Status](#) and [Google Ads](#)
- ii. Incomplete member profiles– $\frac{1}{3}$ did not complete profile.
- iii. Election opens today; [proposed changes to timeline](#)–Nov. 1 open voting; 2 weeks–shorten process. 76 people have voted so far.
- iv. VP of Finance applications–three more weeks for nominations; one application so far.
- v. Awards–there is only one application, and it is for White graduate scholarship. There are so many awards available and many are deserving, so Meredith encourages others to nominate people.
- vi. Programs of Promise nominations: [PoP](#)–4 so far, with 2 more people asking for clarification questions, so we may get more.
- vii. Fee Waivers – The Board has allowed transfers of waivers for NOSS leaders, and should clarify whether waivers can be transferred without board approval each time. The VP of Events and VP of Chapters will meet to decide. The Board agreed.
- viii. Edu Data message–we are not moving forward with this.
- ix. School listings message–we are not moving forward with this.

- x. Reverse transfer information? Any feedback on this? Retention network responded that she would see what she could learn about the rates.
- xi. Job posting—someone who is not a member, but they have a member from their institution, should we allow them to post a job without a fee?
Yes.