

**Eastern Educational Research Association**  
Fall 2021 Board Meeting  
**Zoom Conference Call**  
**2 pm CST/3 pm EST – 3:30 pm CST/4:30 pm EST**  
**September 24, 2021 (Friday)**

**Minutes**

Attendees: Grace Liang, George Watson, Kenda Grover, Jessica Bucholz, Jason Schenker, Willy Williams, Mahmoud Abdel-Rahman, Roofia Galeshi, Bonni Behrend, Iman Chahine, Carol Watson, Yifan Liao, Shawnette Williams, Kristen McHenry, Tracy Butler

Approval of Summer 2021 Board Meeting Minutes

Executive Committee Reports

1. President's Report – Grace Liang
  - a. Presidential/Board webinar series -First Series ready. Webinar Launched, send second report and flyers, final green light to Yifan
  - b. Confirm when second series will be ready to launch
  - c. Student membership targeted initiatives underway (Student Services, Special Programs, Membership, Communications)
  - d. Ideas for Webinar welcomed. Please email
2. Past President's Report – George Watson
3. President-Elect/Conference Chair Report – Kenda Grover
  - a. Non-negotiable-Monitoring COVID and disclosure. Proper language and policies, communication.
  - b. Call for Proposals sent, set dead line, followed by short extensions.
    - i. Call for Reviewers will come next
    - ii. Received Submissions-3
  - c. Discussed Survey sent by George (Negotiations for next couple of years. Membership planning).
  - d. Site Selection Process. What are key things to consider?
    - i. Members do not understand how decisions are made.
4. Vice President for Conference Planning – Jessica Bucholz
  - a. Ongoing conversation on how to share selection process with members to facilitate their understanding on how decisions are made and why.
    - i. Location
    - ii. Lodging needs/room
    - iii. Food
    - iv. Budget
    - v. Hidden fees such as taxes, media usage etc.
    - vi. Size, Space
    - vii. Fulfilling minimum requirements by event venues
  - b. Working on 2023 and trying to reduce numbers to better meet needs and accuracy of expected attendance

- c. Further consideration needed of types of receptions hosted at the conference and dynamics. Drink tickets, breakfast, quantity and costs.
  - d. Points to Consider by Roofia-Suggestion to consider not having receptions due to COVID and social distance measures may help save costs?
  - e. How might COVID policies affect personal decisions to attend events? Florida-Politics
  - f. Jessica shared personal insight on local COVID atmosphere since she resides in the area.
  - g. How do we handle to COVID message? What efforts are we making and how will we communicate them?
5. Treasurer – John Flynn
- a. John will not be able attend and has sent his report; Grace reports on behalf of him.
  - b. Current balance = \$58,970 (expenses since July 1: Cvent = \$9,201, annual fee; Marshall U. = \$7,000, charge for service for the 2021 virtual conf.; interest earned = \$10)
6. Secretary – Jason Schenker
- a. Nothing to report

#### Director's Reports

7. Director of Communications – Willy Williams
- a. Sent out the survey and reminder last week. Spacing of presidential seminars. Need to time everything so we are not clogging up inboxes
  - b. Updates to web site – new pictures from Florida from a couple years ago
    - i. Check out the pictures and let Willy know what you think
  - c. Meeting about a social media account – concerns about keeping up with it
8. Director of Student Services – Mahmoud Abdel-Rahman
- a. Not much to report
  - b. Ideas brainstormed in Google docs
    - i. Panel presentation, live or recorded, to recruit new members – how to present at a conference
    - ii. Social media
9. Director of Divisions and SIGS – Roofia Galeshi
- a. Nothing new – thinking to do same thing as last time, although not that successful, lead a roundtable of directors based on expertise
  - b. Ask Willy to send an email to directors of SIGs to lead roundtable discussions on areas of expertise at conference
  - c. Remove some of the old SIG directors and invited new people to join
  - d. Maybe have meetings with SIG directors regularly
    - i. Make them feel more involved in the organization
    - ii. Find out who is more/less involved
10. Director of Membership – Bonni Behrend
- a. Nothing additional
11. Director of Awards – Iman Chahine
- a. 4 submissions for best paper, and 5 for best graduate student award
  - b. Papers have been selected

- c. Only 2 for the senior scholar award
  - d. Zero for junior scholar award
  - e. Zero for distinguished service award
    - i. Usually someone who is a long-term active member and helped to increase membership/conference attendance
    - ii. Service to the organization
  - f. Send reminder that we are still accepting nominations
12. Director of Hospitality and Conference Experiences– Carol Watson
- a. Not much to report
  - b. Questions:
    - i. Are we going to have registration open the night before?
      - 1. Schedule staying basically the same; how to handle receptions (how to keep people engaged and staying at hotel)
    - ii. Not going to have bags anymore
    - iii. Keep in touch with John regarding name tags
    - iv. Do we need drink tickets, etc.
    - v. Ribbons – would like to keep them
      - 1. Board members, students, first time attendees, presenters?
      - 2. Any additional?
13. Co-Director of Conference Special Programs – Yifan Liao & Shawnette Williams
- a. If you have any ideas for webinars to reach out to members, please contact
14. JRE Editor Report – Kristen McHenry & Tracy Butler
- a. 5 manuscripts under second review
  - b. Hope to publish next edition late October (October 29<sup>th</sup>)
  - c. Next call for papers November 1<sup>st</sup>
  - d. Publication of award-winning papers in January
  - e. Need to find more reviewers
    - i. Offer training for reviewers (webinar)
15. Director of Sponsorship, Marketing, and University Relations – not filled

#### Old Business

16. Conference Considerations Clearwater, FL (2022), Myrtle Beach, NC (2023)
- a. Recent survey on members regarding the virtual option
    - i. Almost half and half – people still interested in face-to-face

#### New Business

17. Topics
- a. Need to think about who could be nominated for distinguished service award
    - i. Need to update list on website
      - 1. 2021 Bob Perkins
      - 2. 2020 Steve Nelson
      - 3. 2019 Mike Miller
      - 4. 2018 Mary Alice Barksdale
      - 5. 2017 Mike Green
      - 6. 2016 Dave Shannon

Adjourn: 4:18 pm EST