



Meeting Minutes SACES Executive Committee Meeting

Date: Monday, 9/16/19 | **Time:** 10:00am-12:10pm EST

Persons in Attendance:

Elizabeth Villares, President
Natoya Haskins, Past President
Dodie Limberg, President-Elect
Cheryl Wolf, Treasurer
Caitlyn Bennett, Secretary
Hannah Coyt, Graduate Student Representative

Approval of August 19, 2019 Meeting Minutes

- Elizabeth asked for motion to approve 8/19/19 meeting minutes.
 - Dodie motioned to approve minutes.
 - Natoya provided second motion.
 - All attendees were in favor; no oppositions; no abstentions; motion carried.

Old Business

Emerging Leaders (EL) Transition

- Natoya shared about mentoring placements having been explored.
- Elizabeth asked about letting ELs know consequences of leaving position early.
 - Natoya will speak with EL who is not fulfilling obligations to determine if they will stay in EL position.

Operational and Interest Network Manuals

- Elizabeth shared that the Operational and Interest Network Manual have been created and are uploaded to G-Suite.
 - Elizabeth reported about a list of potential by-law changes to propose at the beginning of next Fall (2020) – open for comments in the future.

2022 Conference Locations

- Elizabeth sent updated Conference Locations to Executive Committee.
 - *Potential locations:* Nashville, Dallas, Louisville, Memphis, Charlotte, Tampa, and Naples
- Locations that made the short list include: Tampa, Dallas, and Charlotte.

- Elizabeth will share decision with Ed to determine next steps.
- Cheryl will create a poll to allow SACES members to rank their preference for the 2022 SACES conference location.
- Executive Committee discussed two suggested dates for the 2022 conference: 11/02/2022-11/05/2022 or 11/09/2022 to 11/12/2022

Advisory Council of State Presidents

- Caitlyn will be distributing Google Form survey to ACES State Branch Presidents to gather needed data.
- Caitlyn will send updated ACES State Branch Presidents to Web Master to reflect the correct information.

2020 Annual Meeting, Baltimore Site Visit

- Executive Committee discussed proposal to fly to Baltimore on Friday, 1/24/2020 and leave Sunday, 1/26/2020 in order to provide sufficient time for discussion and planning.
- Executive Committee discussed including the President Elect-Elect and Conference Co-Chair to attend the site visit.

President-Elect-Elect and Secretary Nominations (slate presented to EC)

- Voting for President-Elect-Elect and Secretary nominations was sent to SACES membership. The poll will close on October 3rd, 2019.
- Natoya will ask Christy to distribute a reminder email to the SACES membership about voting.
 - Executive Board discussed inviting the election winners to ACES meetings.

Treasurer Candidate Interviews

- Elizabeth, Dodie, and Cheryl interviewed top candidates and selected Mario de la Garza to serve as SACES Treasurer.
- Elizabeth will inform the other candidates about the decision and they will be invited to serve SACES in other capacities, if they are interested.
- Mario will be invited to the SACES Regional Meeting at ACES. He will also be invited to attend the Conference Site Visit/Planning in Baltimore.

Request to start a new Interest Network

- About 25 requests have been submitted to start a Graduate Student Interest Network.
- Dodie asked for a discussion around similarities and differences between Graduate Student Interest Network and Graduate Student Committee.
- Hannah motioned to start Graduate Student Interest Network.
 - Cheryl seconds motion.
 - All attendees were in favor; no oppositions; no abstentions; motion carried.
- Elizabeth suggested calling the interest network the “Doctoral Student and New Professional Interest Network.”

TSC reporting

- Elizabeth reported that the TSC Editor will be on a different reporting cycle than SACES due to differing schedules.
- After TSC issues are released, the editor will provide a written summary to Elizabeth for necessary updates.
- Elizabeth suggested that the TSC editor attend planning meetings to give a verbal report.

New Business

President-Elect-Elect and Secretary Nominations update

- *Found in 'Old Business' section above.*

SACES Research Awards (recommendations from committee to EC)

- Natoya shared SACES Research Awards scoring results with the Executive Committee.
- Twenty-eight (28) proposals were blind-reviewed and scored; Seven (7) proposals were accepted due to the highest scores.
- Natoya motioned to accept the 7 SACES Grant Proposals for funding in the amount of \$500.00 each.
 - Caitlyn seconds motion.
 - All attendees were in favor; no oppositions; no abstentions; motion carried.
- Dodie suggested reviewing proposal criteria for future SACES grant proposals to be designated for new faculty and doctoral students.
 - Dodie motioned to revise criteria prior to the SACES Research Awards call next year.
 - Natoya seconds motion.
 - All attendees were in favor; no oppositions; no abstentions; motion carried.

SACES Awards

- Elizabeth reviewed membership list to ensure applicants were current SACES members to meet awards requirements.

Graduate Student Updates

- Hannah emailed the Executive Committee to receive feedback regarding the SACES Graduate Student Lounge topic: "How to Survive Completing the Dissertation Process."
- Hannah motioned to send call out to SACES membership for panelists for Graduate Student Lounge.
 - Natoya seconds motion.
 - All attendees were in favor; no oppositions; no abstentions; motion carried.
- Hannah will also research costs to include snacks during panel discussion.
 - Once costs are determined, Hannah will inform the Executive Committee and a call will be held if the Executive Committee needs to provide a motion for financial support of snacks.

SACES at ACES Conference

- All of the Executive Committee, except Natoya, will be in attendance at the SACES Business Meeting.
- Executive Committee discussed that the following topics will be discussed the SACES Business meeting: Election Results, SACES Awards, SACES Grants, Treasurers Report, and Announcements for the 2020 Conference.
- Cheryl informed the Executive Committee that she will need receipts for reimbursement of up to \$500.
 - Cheryl requested for Executive Committee to submit all receipts as a single file/PDF and within 1 week after the conference.
 - Cheryl shared that the travel voucher information form can be found in G-Suite. This is to be included with receipts.
- Natoya motioned to provide an additional \$250 travel supplement for the ACES Conference to Seattle 2019 for SACES Board Members.
 - Caitlyn seconds motion.
 - All attendees were in favor; no oppositions; no abstentions; motion carried.

SACES 2020 Conference Planning

- Dodie shared identifying a co-conference coordinator.
- Dodie asked if the Executive Committee has recommendations for individuals who can help with the planning the 2020 conference.
- The Executive Committee discussed sending a call for SACES conference volunteers before the upcoming ACES conference.

Meeting Adjourned.

Dates for Remaining Meetings – Mondays from 10:00am-12:00pm EST

Fall 2019 Semester

- October 15 (Tuesday); November 18; December 16

Spring/Summer 2020 Semester

- January 24-26, Baltimore
- February 17; March 16; April 20; May 18; June 16