

**Mid South Educational Research Association
Fall Board Meeting Minutes
November 4, 2008
Crowne Plaza—Salon A
Knoxville, TN**

Members Present: Randy Parker, Linda Kondrick, Julie Holmes, Rebecca Robichaux, Tony Onwuegbuzie, Janene Hemmen, Patrick Kariuki, Bill Spencer, Dana Thames, Jane Nell Luster, Pamela Broadston, Rob Kennedy, David Bell, Harry Bowman, Charles Notar, Donna Herring, Eddie Shaw, Cliff Hofwolt, JoAnna Dickey, John Slate, Gloria Swain, Chris Skinner, Betty Porter, Lynn Howerton, Paige Baggett, David Morse, Linda Morse

Welcome/Call to Order—Randy Parker

President Randy Parker called the meeting to order at 2:10 PM. He welcomed everyone to the Fall Board meeting and thanked all for coming. As a small token of appreciation for service to the board and committees, President Parker presented everyone with a very nice note pad holder bearing the MSERA logo and URL. He asked members present to introduce themselves.

Review of Minutes from Spring, 2008—Donna Herring

The minutes from the Spring 2008 Board meeting were presented. A motion was made by Julie Holmes to adopt the minutes. A second was made by Rob Kennedy. There was no discussion. The vote was unanimous.

President's Comments—Randy Parker

Randy thanked all for their committee work and dedication to the MSERA association. He stated that it will be an exciting time for next 3 days. He expressed his pleasure in working with the board and committees and his appreciation for the time and effort expended by all.

2008 Program—Linda Kondrick

President Parker commended Linda on her work as program chair. Linda provided a written report. There were a total of 301 completed proposals, of which 295 were accepted. The program consists of: 215 Discussion Papers, 50 Displays, 13 Symposia, 11 Training Sessions, and 6 Research in Progress. "She felt that the submission process worked fairly well and commended Randy and Cliff for their help with the program. She did have some suggestions for changes to the submission process. The biggest problem encountered was second authors who were missing from the database." Linda suggested that we might consider additions to the software to assist with the building of the program. Cliff stated that we may be able to accept proposals for 2009 as early as March 1, 2009. Linda expressed regrets in having to extend the deadline for proposal submission for 2008.

Local Arrangements—Chris Skinner & Gary Skolits

Chris provided a written report. Chris encouraged committee members to attend the graduate student social. He explained that lots of events are going on in the city and that the visitor center is close. Chris explained that meetings are all on the Restaurant floor. The Cumberland Room is downstairs and is the only wireless access room. Training sessions are downstairs in the Cumberland Room. Meals will be in the private dining room. The social will be in the Cumberland room. Linda suggested that in the future, local arrangements be responsible for having LCD projectors in the meeting rooms. Chris added that their needs to be clarity on poster

sessions versus displays. He has easels and foam board but sometimes size becomes an issue.

Evaluation—Eddie Shaw & Julie Holmes

Julie reported that she had prepared packets for presidors. Due to lots of cancelations of presidors, Eddie asked the committee to volunteer to help with presiding. Cliff added that the call for participation will be available at the evaluation table to encourage more to be involved.

Development—Charlie Notar

A written report was provided by Charlie. He had a 27% return on letters (112) sent to universities. The University of Memphis is missing from the list since the check was received yesterday. The total collected for this year was \$9,400. Two levels of university support have been created: Sustaining Institutions (\$400 level) and Supporting Institutions (\$250). Letters for the 2010 Institutional Memberships will reflect the levels. Charlie thanked Laurie Leonard for his help in making a smooth transition.

Institutional Members/ Conference Registration—Cliff Hofwolt

Cliff reported that 326 members attended last year's conference. The membership totaled 493 going into the Knoxville conference. Cliff had 200 pre-registered for the Knoxville conference. Cliff plans to update the registration form to clarify the current member or non-member status.

Cliff discussed the confusion regarding institutional memberships. He suggested that a discount registration of \$25 (cost of membership) be allowed for institutional members. Cliff made a motion to discount registration for institutional members in the future. He felt that this would promote good will among institutional members. Rob seconded the motion. David called for question. A vote was taken and the motion carried.

Executive Director's Report—Cliff Hofwolt

Cliff stated that we have approximately \$53,000-\$54,000 in our account. The organization also has around \$40,000 in a money market account from the foundation. Cliff stated that we are in great shape financially. He also pointed out that we have not raised dues in over 10 years. A detailed report was not provided.

Past President's Comments—Bill Spencer

Bill thanked everyone again for their work and support for the 2007 conference. He commended Randy for his excellent work on the 2008 conference.

Nominations—Bill Spencer

Bill provided a report and stated that there is a nice line up of candidates. He will open the floor for nominations during the business meeting on Thursday evening. Bill thanked the people who served on the nominations committee.

Vice-President/President Elect's Comments—Dana Thames

Dana is looking forward to working in this capacity. She thanked those that have already helped. She has taken descriptions from the Operations Manual and emailed to committee chairs and has asked for updates to the descriptions. Dana compiled a document with original text in dark print and changes in light print and distributed at this meeting. She would like officers, committee chairs, and specially appointed members to read and send other proposed changes to her by December 15th. She

will consolidate after the 15th and email all an update by Jan. 15, 2009.

Distinguished Awards—Dana Thames

A written report was provided. The awards committee received six dissertations for consideration of the 2008 Herbert M. Handley Outstanding Dissertation/Thesis Award. In addition, the committee received one paper submission for consideration for the 2008 James E McLean Outstanding Distinguished Paper Award. The decision was made that an award for the distinguished paper would not be given. A recipient of the 2008 Herbert M. Handley award was determined and will be announced at the 2008 Business Meeting on Thursday evening. Bill pointed out the process for applying for these awards is confusing and contradictory. Dana and Bill plan to rewrite requirements/process for applying for these awards.

Researcher—Lynn Howerton & Mary Jane Bradley

Lynn provided a written report. He stated that publication costs are still reasonable and that MSERA no longer has a non-profit account with the US postal services but plans to investigate obtaining this status. Lynn provided a Planning Calendar Summary with deadlines as well as a chart containing Contributor Responsibilities and Deadlines. The editors will continue to provide email reminders to contributors prior to the scheduled deadlines. He stated that it is very important to have accurate email addresses in order for the editors to notify contributors regarding deadlines.

Researcher in the Schools—Tony Onwueguzie & John Slate, Janene Hemmen

A written report was provided. Previous years' manuscript disposition figures were provided for the past 4 years. *Research in the Schools* has received 25 manuscripts this year (January through October, 2008). Tony would like to do more advertising at conferences in hopes of getting additional quality manuscripts. He encouraged anyone in the room to please send articles and ask others to send articles. The turn around time is expected to be no more than 3 months. He announced that the spring issue is slightly delayed but will come out soon. Tony stated that the editorial board has 57 members. Cliff said that members of the editorial review board should be a member of MSERA. Tony will make sure that happens in future.

Since September 2007, *Research in the Schools* has been indexed by ERIC. We have secured licensing agreements to PROQUEST and EBSCO. Tony would like to move to electronic reviewing but needs help handling reviewers who are reluctant to do that. Tony asked for a motion to move to electronic reviewing. Betty made the motion to move the process to electronic review. Diane seconded the motion. The motion carried. Tony expects the Spring issue to be published and postmarked by the end of November.

Randy asked the committee about giving the outstanding reviewer award since there has not been a publication. Comments from members were positive about the award being made because reviewers had completed their reviews.

Publications & Communications—Rob Kennedy

A written report was provided. Rob reported that the publications and communications committee recommended that Tony and John continue as the editors of *Research in the Schools* for the full five-year period. Rob made a motion that Dr. Tony Onwuegbuzie and Dr. John Slate continue as editors for the next five-year term. Patrick seconded the motion. Dana questioned whether the appointment was for one-year or five-years. Harry will check the by-laws to see if it reads one-year or five-year term. A vote was taken and the motion carried.

Graduate Student Advisory—Michelle Georgette Haj-Boussard & Pam Broadston

A written report was provided. Pam reported that two **Research in Progress (RIP)** sessions were scheduled this year and six proposals were selected for the sessions. She thanked faculty members who encouraged their students to submit proposals. Pam encouraged all veteran members to support the students by attending the **RIP** sessions. Door prizes for the social and the breakfast will be available again this year. The job binder has been revised. Job announcements were taken from HigherEdJobs.com and placed in the binders. She encouraged members to place job announcements in the binders at the meeting. Pam reminded members that MSERF does provide funds to help with costs of graduate students attending the conference.

MSERA Mentors—Linda Morse

A written report was provided. Linda noted that we had two very well attended sessions last year. Ribbons and pins will again be provided this year. Two sessions are in the program for this year. Linda has a collection of books to give away as door prizes. The committee is in the process of updating the list of Research Mentors (MSERA members for 15 or more years). New Mentors will receive the Research Mentor pins.

Budget Advisory—Bill Spencer/Cliff Hofwolt

No report was given. The major report will be provided at the Spring meeting.

MSER Foundation—Rob Kennedy

Rob provided a written report. Six (five have registered) graduate students will receive \$200 checks and will present during the **Research in Progress** sessions. The checks will be presented at the luncheon on Wednesday. Rob thanked Lynn and Mary Jane for space in the *Researcher*. The space was used to thank members for their contributions to MSERF. He also expressed appreciation to David for keeping the info current on the website and to all who have contributed to the foundation.

Archives—David Morse

David provided a written report. Archives of MSERA are held in the Mississippi State University Mitchell Memorial Library, special collections department. Archives holdings of publications for 2008 are almost up to date. David noted that the rate of submission for 2007 was pretty good. Specific numbers were listed in his report. He stated that the MSERA history is missing submissions covering the reigns of former presidents for 1997, 2001, and 2004 and asked for help in filling those gaps. He thanked Bill for sending in his history.

Constitution and Bylaws—Harry Bowman

Harry reported that he had no proposed revisions to the Constitution and Bylaws.

Future Site—Patrick Kariuki & JoAnna Dickey

Patrick provided a written report. Patrick and JoAnna have been working with the Griffin Gate in Lexington, Kentucky for 2011 and now have a good proposal. Cliff stated that a contract has been signed on Baton Rouge, 2009 and Mobile, 2010. JoAnna reported that the Griffin Gate hotel has been renovated and is now more like a resort. There is a golf course and lots of things to do. It will cost \$109 per night and has airport access. It has plenty of space for the conference. Patrick made a motion that we approve the Lexington contract for 2011. Bill seconded. It is a Marriott property. A vote was taken and the motion carried.

Baton Rouge 2009—Betty Porter and Jane Nell Luster

A written report was provided. Randy, Dana, and Jane Nell took a tour of the Baton Rouge Hilton. Jane Nell has a slide show of downtown Baton Rouge to show at the Business Meeting. Jane Nell suggested that an addition be added to the Operations Manual stating that the Spring board meeting will be held at the future site hotel. March 6-7, 2009 is available for Spring Board meeting in Baton Rouge. This will be the dates for the spring board meeting. JoAnna will be the local site chair for the 2011 Lexington meeting. The 2010 Spring board meeting will be November 2, 2010 with the conference on November 3-5, 2010. The 2009 dates are November 4-6, 2009.

Membership—Paige Baggett & Rebecca Robichaux

Rebecca provided a written report. The Dean of every College of Education within the state of Alabama was contacted via email and asked to disseminate the 2008 electronic "Invitation to Participate". The "Invitation to Participate" was also distributed at various conferences. Former members at Mississippi State University have been encouraged to rejoin. Paige and Rebecca will attend several functions for Graduate Students and New Members at this conference. Paige and Rebecca have also compared the descriptions for the membership committee in the Operations manual and by-laws for membership.

Proceedings—John Petry

John was not present. A report was not provided.

Website—David Morse

David provided a written report. The MSERA website is in its 11th year. The on-line submissions site was again in operation this year. He thanked Cliff for overseeing this service to the organization. He also thanked Linda for providing the conference program ready for electronic posting.

Alabama Representative—Rebecca Giles

A written report was provided. Rebecca was not present for the meeting. The Dean of every College of Education within the state of Alabama was contacted via email and asked to disseminate the electronic invitation to submit a proposal to MSERA 2008. The "Invitation to Participate" was also distributed at various conferences. Door prizes were obtained and provided to Chris Skinner.

Arkansas Representative—Linda Kondrick

Linda announced that the Arkansas group will meet for dinner on Wednesday. Arkansas members were sent e-mail reminders to submit papers and to register for the conference. Members were invited to an Arkansas delegation supper on Wednesday evening of the annual meeting. MSERA was promoted through informal contacts at the ASTE meeting in St. Louis in January, 2008. A gift representing Arkansas was donated for the door prizes.

Kentucky Representative—JoAnna Dickey

JoAnna provided a written report. Kentucky MSERA members, as well as the Education department chairs and college deans were sent emails regarding the conference. After the 2008 program was published, JoAnna sent a personal note to each Kentucky participant listed in the program. The response to this note was very positive. She is working with Patrick on the 2011 conference.

Louisiana Representative—Betty Porter

Betty provided a written report. Louisiana representatives are working on plans for

next year's meeting. LERA will be March 5-6, 2009. Graduate students are setting up a list serve to communicate with all MSERA and LERA members from the past two annual meetings. She announced that the luggage tags are a gift from LERA. She secured several door prizes for the Business Meeting on Thursday.

Mississippi Representative—Dana Thames

Dana reported that all is well with Mississippi.

Tennessee—Patrick

Patrick provided a written report. Patrick wrote a memo to all members asking them to proudly represent Tennessee at this conference. He contacted all current members in the State of Tennessee reminding them of this conference. Patrick communicated with several non-member research professors in the colleges and asked them to participate. He also successfully continued to recruit members from his research classes.

At Large—David Bell

David had nothing to report.

At-Large—Julie Holmes

Julie reported that she has developed a MSERA display. She will assist the local arrangement committee for Baton Rouge.

At-Large—Eddie Shaw

Eddie sent emails to Deans in Alabama regarding deadlines for MSERA events such as proposal submission and registration.

At-Large—Diane Swain

Diane will work with graduate students this summer to present at MSERA next year.

Graduate Student Representative—Kevin Walker

Kevin was not present. A report was not provided.

Other Business Items

Randy announced that ribbons in memory of Jack Klotz would be available at the registration desk.

Julie made a motion that the meeting be adjourned. Diane seconded. A vote was taken and the motion carried.

The meeting adjourned at 5:30.