



## Annual Business Meeting

Minutes of Friday, February 18, 2022

1:00 p.m. EST

Raleigh, NC

**Conference Title: Critical Junctures in Graduate Education**

President Karen Coats called the meeting to order 1:08 pm EST.

### **President's Welcome -Karen Coats**

CSGS President Karen Coats welcomed the audience to the meeting expressing that she enjoyed working with all members of the executive committee during her presidency. The members have been willing to step up and collaborate. Karen stated that this role presented a highlight of her career. She noted that the meeting has come together very well and that all the presentations have been wonderful. She thanked for the honor of having been selected as president and she also thanked the local host, Peter Harries, and his team.

### **Reports**

#### **Nominating Committee – Karen Coats for Jack DeRochi**

Jack DeRochi, as past president, served as chair of the nomination committee and presented a slate of nominees. Since Jack was unable to attend the business meeting, Karen provided the report. There is one nominee for President-Elect (Brian Kloeppel), one nominee for Treasurer (Peter Harries), and a one-year extension of the secretary's (Andrea Golato). In addition, there were nine candidates (Irene Pittman Aiken, Brian Dominy, Clay Gloster, Morris Grubbs, Sanjay Menon, Rob Sanders, Aimee Surprenant, Mary Ann Templeton, Troy Terry) for executive position to fill five vacant three-year positions and one vacant two-year position. A copy of candidates' profiles was placed on each table and the PPT slide included a QR code for voting. Karen reminded everyone that only one member per institution is allowed to vote (the dean or their designee).

#### **Conference Program Report - Mary Farmer-Kaiser**

As president-elect, Mary Farmer-Kaiser provided the conference program report. The 2022 joint meeting of the Council of Historically Black Graduate Schools and the Conference of Southern Graduate Schools was held in Raleigh, North Carolina on Feb. 16-20, 2022. She reminded the audience that the executive committee had been worried if we could hold the meeting in person and if we would have enough registrants. Ultimately, there were 208 registrants. The program included 6 breakout sessions, 3 sessions for graduate students, 4 poster presentations, and 47 3MT participants. Some highlights of the conference have been:

- Dr. Suzanne Ortega, opening remarks for both the CHGBS and CSGS program
- Dr. Joseph Stevenson, CHGBS Keynote, "Finding Our Voice: Academic, Social, and Political Dynamics in the New Era"
- Dr. Debra Stewart, plenary, "Innovation in U.S. Graduate Schools: What Makes It Work and What Makes It Stick?"
- Dr. Julie Posselt, plenary, "Systemic Shocks and Systemic Change: What Graduate Education Leaders Can Do"

- Dr. Jack DeRochi, plenary, “Foundational Pressures (Current and Evolving) on Graduate Education in the South”
- Dr. Mladen Vouk, plenary, “Research/Partnerships Ecosystems: The NCSU Experience”
- Dr. Mackenzie Murphy-Wilfong, Legal Landscape Update

She thanked the sponsors—ETS and ProQuest—for their continued support of CSGS and our annual meeting. And she thanked universities who sponsored the breaks/refreshments. These institutions included: University of Arkansas, Auburn University, East Tennessee State University, Florida Atlantic University, Florida A&M University, University of Houston, University of Georgia, University of North Carolina Pembroke, North Carolina State University, Rasmussen University, University of Southern Mississippi, University of Texas – Austin, Texas Christian University, Texas Tech University.

She noted great appreciation for the collaborative work of the Executive Committee. It really did take a village to make this meeting happen. She offered special recognition to (1) Jamilah McDaniel (Morehouse School of Medicine) who provided leadership on health and safety protocols with the implementation of Clear Pass protocols, (2) Constina Charbonnette who made Guidebook possible, (3) Andrew Goodliffe who took on the formidable task of organizing the 3MT competition, and (4) Karen, George, and Jack for their leadership and support. Finally, she extended a special thank you to Peter Harries and NCSU for providing support for local arrangements and a warm welcome to Raleigh.

#### **Graduate Student Program - Constina Charbonnette**

Constina Charbonnette presented the report of the student program committee (Constina Charbonnette, Juan Gonzalez, Jamillah McDaniel, and Jill Huerta). The Graduate Student Program Committee met three times as a group to plan development programming for the 2022 CSGS conference. The following topics were selected:

- Beyond the STEM Elevator Pitch: Storytelling and Science Communication; Speaker: Jean Goodwin, SAS Institute Distinguished Professor of Rhetoric & Technical Communication, North Carolina State University. Approximately 30 students and 6 administrators attended.
- Things I Wish I Had Known When I Started My First Job; Speakers: Ashley Carpenter, Department of Leadership and Educational Studies, Appalachian State University; Suliman Bolagun, Senior Advisor, Mine Safety and Health Administration, U.S. Department of Labor; Barbara dos Santos, Senior Analyst, Camdus Holding Company, Inc. Approximately 20 students and 4 staff members attended.
- Strategic Networking in the 21st Century and Building Your Brand; Jill Huerta, Director, Center for Graduate Life and Learning, University of North Carolina, Charlotte. Approximately 10 students and 3 staff/admin were in attendance.

#### **Membership Committee – Sharon McGee**

Sharon McGee presented the report of the membership committee, whose members were Brian Henry, Geo Ayala, Sanjay Menon, Victor Prybutok, Rob Sanders, Floyd Wormley, and Sharon McGee.

The Membership Committee met twice and reviewed membership recruitment materials on website.

Strategy for encouraging future membership includes:

- Membership committee sending emails and phone calls to member institutions that have not renewed
- Membership committee will review membership list and compare against an assigned region to determine institutions that should be contacted by personal email or phone call and invited to join.

- For Executive Committee Discussion: Could new member institutions receive one free registration (or a discounted registration) to attend first CSGS?
- New member institutions should be recognized at conference.

### **Treasurer's Report – George Flowers**

George Flowers presented the Treasurer's report. As of December 31, 2021, the revenue amounted to \$77,163.17 and expenditures (including conference costs) amounted to 41,448.93. The net income was \$35,714.24.

### **Audit Committee – Sheryl Tucker**

CSGS Treasurer, George Flowers, and CSGS Audit Committee, chaired by Sheryl Tucker, met at 4:30 pm on Friday, February 18, 2022, in the Governor's Board Room to perform the audit. Greg Bell, Annette Kluck and Sheryl Tucker attended in person and Karen McCaleb and Robert McGehee were absent. The audit was carried out as follows:

- The Audit Committee reviewed the annual Profit & Loss Statement for January through December 2021. The Committee requested additional details and supporting documents for income and expenses listed under the "other" category. In most cases, this entry was for a single item; however, in one case two items were combined in the "other" category.
- Ms. Julie Reece supports the CSGS Treasurer and the Audit; she was present and participated in the audit process.

The CSGS Audit Committee unanimously found that the financial records for the 2021 calendar year to be in order, appropriately documented and had no reservations about the handling of the organization's funds.

Sheryl thanked the CSGS Audit Committee members, our Treasurer George Flowers and especially to Ms. Julie Reese who provided staff support to George Flowers.

The Audit Committee presented two recommendations, as follows:

1. It is the Audit Committee's understanding that the "other" category is an accounting practice used for entries that are not line items in the current budget. However, the Profit & Loss statements would be more transparent and better serve the long-term interests of CSGS if future reports include additional detail that adequately describe such items.
2. The Audit Committee strongly recommends to the CSGS membership that it make the support staff stipend for Treasurer a line item in the budget and increase the amount above the current \$3,000, given the significant year-round workload.

### **3MT Committee – Andrew Goodliffe**

Andy Goodliffe presented the report of the 3MT committee, which had the following members: Danita Eatman Daniels, Beth Keithly, and Stephen Crites. Andy noted that CGS hosted virtual 3MT showcase featured the top 2 participants from the spring 2021 CSGS meeting. Those students were:

- Angel Badewole University Louisiana Lafayette
- Austin Tapp, Old Dominion University

At this year's CSGS conference, 47 student participants were registered for the semifinals on Friday. Unfortunately, the student from Old Dominion University was unable to join us at the last moment. There were three rounds of semi-final heats. This year, because of Covid-19, we did not ask external judges but instead relied on members of the executive committee to serve as judges and timers.

### **Master's Thesis Awards Committee – Jon Hakkila**

Jon Hakkila presented the report of the Master's Thesis Award Committee, which has the following members: Lidia Kos, Robert Wojtowicz, Eric J. Paulson, Pat Koski, Mary Farmer-Kaiser, Troy M. Terry, and Jon Hakkila.

The Master's Thesis Awards Committee communicated electronically from October 2021 until January 2022 throughout the process of selecting thesis awards. The Committee developed evaluation procedures in advance of the application process; this included the scoring process. The Committee put out a call for nominations through CSGS and accepted nominations until November 5, 2021. Committee members reviewed the theses independently, and the results were tabulated and compiled. The Committee is pleased to report that 9 Life Sciences applications, 9 applications in the Social Sciences, Education, and Business category, and 4 theses in the Non-Traditional categories were submitted. These numbers were down from those submitted in 2020-2021, which we attribute to continuing effects of the Covid-19 pandemic. The quality of theses was excellent. The winners are listed below and were reported to the CSGS President.

- Life Sciences. "Influence of Genetic and Environmental Adaption on Striped Bass (*Morone saxatilis*) Egg Characteristics" by Cara Katherine Kowalchuk of North Carolina State University.
- Social Sciences, Education, and Business. "Childlessness in The Church of Jesus Christ of Latter-day Saints" by Chelsey Cooper of the University of Houston.
- Non-Traditional. "This Ocean of Text: The History of Blackout Poetry" by Emily Ramser of Texas Women's University.

### **Faculty Award's Committee – Lisa Sperling**

Lisa Sperling presented the report of the Faculty Awards Committee, which has the following members: Aimée Surprenant, James Nguyen Spencer, Mary Anne Templeton, Terry McConathy and Lisa Sperling. The committee communicated electronically throughout the fall semester.

- The committee **received 11 nominations** for the Outstanding Mentor Award
  - The committee reviewed the nominations and gave each one a rating of 1 – poor, 2 – fair, 3, Good, 4 – very good, or 5 – Excellent
  - All the nominees were great and are deserving of recognition
  - The recipient of the Award is Dr. Diana Chow, University of Houston
- The committee **received two nominations** for the Outstanding Contributions Award
  - The committee reviewed the nominations and gave each one a rating of 1 – poor, 2 – fair, 3, Good, 4 – very good, or 5 – Excellent
  - One Committee Member had worked closely with one of the nominees and recused herself from voting in this category.
  - Both the nominees were great and are deserving of recognition.
  - Once clarification was received on what constituted "more than one institution," the members voted a second time.
  - The recipient of the Award is Dr. George Flowers, Auburn University

The committee has the following recommendations:

- The organizations need to generate more nominations for the Outstanding Contributions Award.
- The wording of the criteria for the Outstanding Contributions Award should be clarified to note that "more than one institution" can denote service outside of one's University and not necessarily two distinct universities.

### **William “Bill Carr new Dean’s Breakfast Report – Sharon McGee**

Ernest Brothers and Sharon James McGee hosted the William “Bill” Carr New Dean’s Breakfast at CSGS on Friday, Feb. 18. New deans/associate deans in attendance:

Caterina Bristol, Alabama State University  
Holly Hansen-Thomas, Texas Women’s University  
Joyce Lloyd, Virginia Commonwealth University  
Matthew McCullough, North Carolina A&T  
Rich Mohn, University of Southern Mississippi  
Adam Seipp, Texas A&M  
Sandra Stone, University of South Florida  
Marieke Van Puymbroeck, Clemson  
Judy Traveis, University of Florida  
Jeffrey Wilson, Virginia Commonwealth University

Topics included Building relationships (Across campus/ With staff/team/With faculty), Trust and Delegation, and Being “on brand” (i.e., Personal brand—giving people your story so they don’t make it up, and School brand—ambassador of your institution).

### **Election Results**

Karen Coats provided the results of the election. Brian Kloeppe was elected as president-elect, Peter Harries as treasurer, and Andrea Golato’s term as secretary was extended by one year. In addition, Clay Gloster, Irene Aiken, Aimée Surprenant, Morris Grubbs, Troy Terry were elected to serve on the executive committee for a 3-year term and Brian Dominy was elected for a two-year term. Since one additional committee member stepped down, Sanjay T. Menon, the candidate with the next highest number of votes, was elected to also serve a two-year term.

### **Recognitions**

Karen Coats recognized George Flowers who has served as treasurer of the organization since 2016. George was presented with an oversized check indicating his tireless efforts as treasurer.

### **Passing of the gavel – Karen Coats to Mary Farmer-Kaiser**

Karen Coats passed the gavel to Mary Farmer-Kaiser. Mary thanked Karen for her work as president and recognized her long service as president during the past year, and prior as executive committee member, and as a member of the organization since 2011. She was presented with a plaque as an appreciation for her service.

Mary Farmer-Kaiser adjourned the meeting at 1:45 p.m. EST.