

CSGS Executive Committee Meeting Minutes

October 18, 2023 at 12pm CST / 1pm EST

Officers Present: Mary Farmer-Kaiser (President, University of Louisiana at Lafayette), Jon Hakkila (President-elect, University of Alabama Huntsville), Peter Harries (Treasurer), Julie Goodliffe (Secretary, University of North Carolina Charlotte)

Executive Committee Members Present: Irene Pittman Aiken (University of North Carolina Pembroke), Ruth Bahr (University of South Florida), Brian Dominy (Clemson University), Clay Gloster (North Carolina A&T University), Morris Grubbs (University of Kentucky), Jill Huerta (University of North Carolina Charlotte), Sanjay Menon (LSU Shreveport), John Smith Jr. (Saint Augustine University, ex-officio delegate of CHBGS President), Aimee Surprenant (Virginia Tech University), Troy Terry (University of North Georgia), Robert Wojtowicz (Old Dominion University)

1:03 pm EST: Mary Farmer-Kaiser began the meeting

General Topics

Mary began with thanks to the officers and the group for their efforts updating the website, and getting registration, committees and communication together.

Minutes from the previous meeting were approved noting that one edit is necessary.

Website

An update is needed for John Smith's affiliation, which is now Chief of Staff, St. Augustine's University in Raleigh. We also discussed adding a page to website with officers and executive committee on one page, rather than down below on the About CSGS page.

Greenville, SC Meeting Topics

Plenary speakers

- Mackenzie Wilfong is set with a specific time slot that is noted in other meeting's Minutes.
- Peter is working to finalize the AI plenary speaker(s).
- Frankie Felder is all set, and Brian will send bio and photo to Mary, Julie and Jon.
- DEI plenary – Mary reached out to Desi Hacker to serve as facilitator, and is waiting to hear back. The panelists are Lorelle Espinoza, Ainsley Abraham, Lawrence Morehouse.

Breakout session proposals

We have the submissions, and Jon is reading through them, and he will share the proposals with the committee. The timeline for decisions and to notify session presenters is by the end of October. We discussed that there are six slots to fill, and we have many more submissions than six. For speakers who were not selected, we may offer them an option to do a poster. We discussed having posters at the

second evening's reception, if we decide to pursue posters. It's also possible to add more slots since we have the space in Greenville.

Sponsorships

Peter reported that all sponsorships for Tampa have been received. One sponsor for Greenville has paid already, and one exhibitor has signed up as exhibitor only, and it's in their best interest to become a Silver Level sponsor instead. For 2024, we removed Exhibitor as an option, since the Silver Level sponsorship provides a table in the exhibition area along with one conference registration.

3MT

We discussed which competitors move forward from the semifinals to the finals, and confirmed that the judges #1 and #2 choices will move forward, along with the People's Choice award, from each heat. If the People's Choice winner was #1 or #2, we add the judges #3 choice, sending three competitors from each heat to the finals. Depending on the budget, we will revisit who gets paid in 2025, since we'll now have 12 finalists rather than 8. We also discussed the guidelines for what is a thesis for the competition. The guidance is broad and only specifies that the competitors are doctoral or master's students with research components.

Local arrangements

John Lopes will work with Jill to line up 3MT judges and is working with the committee chaired by Morris on the student professional development plans. The reception band will be Clemson University's Caribbean band. John's staff is working on a restaurant list that includes Clemson staff members' favorite dishes. The South Carolina Graduate Deans Association is meeting, and there will be sponsorships, but maybe not on the scale of Florida last year. There will be a poster with logos for university sponsors, which may incentivize sponsorship. John will gather logos for the poster.

Graduate student sessions

The committee is meeting Nov 3rd to finalize the speakers. Since the topics are solid, they can be included in the preliminary schedule posted the website in the coming weeks.

Communication Plan

The schedule for email communication is set, Mary will send emails to Julie so she can send them on the set dates.

Elections

It was agreed that we send out a call for nominations to prepare of slate of candidates for the elections. Nominations will be directed to Andrea Golato, chair of the Nominations Committee.

New Leaders Breakfast

John Smith would like to send out a notice in advance to invite people to the breakfast. Julie will share the conference registration list with John so that he can invite attendees who self-identify as new leaders.

CHBGS Annual Meeting

The CHBGS is working on the program, and will return to the format as it was in 2022, rather than 2023: dinner the night before, a full day the following day, ending with the joint CSGS/CHBGS reception. They are also working to expand the size of the executive committee, for more hands to help.

Thesis Awards

We discussed the list of disciplines that the CGS uses for their Thesis Award categories. They seem like an outdated list, and differ from ours slightly. It was agreed that the Thesis Awards Committee should be asked to evaluate the details of fields that are part of each Thesis Award category.

Dallas, 2025 Meeting Topics

The Officers are going to Dallas on Oct 31st-Nov 2nd. Darla is looking for hotels and we may have to stay in different hotels within walking distance of SMU. The Officers will check out hotels and SMU's sites for the conference to choose the most appropriate hotel and conference location.

2:05 adjourn