

CSGS Executive Committee Meeting

March 5, 2025 at 12pm CST / 1pm EST

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

Executive Committee Members Present: Ruth Bahr (University of South Florida), Desi Hacker (Norfolk State University), Alan Itkin (Southern Methodist University), John Lopes (Clemson University), Sharon James McGee (East Tennessee State University), John Smith Jr. (Tougaloo College, ex-officio delegate of CHBGS President), Aimée Surprenant (Virginia Tech University)

1:03 call to order

We had a discussion about where the gavel is, so that Jon is sure to turn it over to Troy in Dallas.

Minutes approved with one correction.

Dallas Items

Guidebook – Mary and John will get together and make sure it's OK. Troy will send them the last draft of the schedule.

Busses – all set according to Peter.

Hotel for all speakers – make sure that's set – Peter will check.

Registrations - 216 people, not including 3MT or sponsors.

Ballot – Julie will set it up, test it, and Mary will be a second set of eyes.

3MT - Julie to connect with Jill about the 3MT, and email John Lopes to wrap up the Guidebook.

Post-meeting survey - Julie to set up the post-meeting survey and put it in Guidebook.

Vendor/sponsor tables – how many tables do we need for sponsors? We will send Alan the logos – all university and corporate sponsors. SMU will have a table too for university press. Mary will make a slide deck with sponsors for the introduction to all speakers.

Awards Luncheon – Mary will make a one-sheet document for the awards luncheon.

Room layouts - Alan discussed new room layouts and the committee looked at the plan.

Technology - Troy emailed all speakers about the technology needed. Do we have computers for all sessions? Jon volunteered his laptop.

On-site registration – Do we need a printer at the registration table? Anything is fine – an ink jet will work, and Alan will provide one.

Run sheets - Troy will update the run sheets for the Awards Luncheon and Business Meeting.

Discussion about the April 15th Resolution given funding freezes. CGS would like to discuss with the Executive committee during the CSGS conference. The committee discussed the potential timing of that discussion.

1:53 adjourn.