

CSGS Executive Committee Meeting Minutes
June 7, 2023

Attendees: Mary Farmer-Kaiser (President, University of Louisiana at Lafayette), Karen Coats (Past President), Jon Hakkila (President-elect, University of Alabama Huntsville), Peter Harries (Treasurer), Julie Goodliffe (Secretary, University of North Carolina Charlotte), Irene Pittman Aiken (University of North Carolina Pembroke), Ruth Bahr (University of South Florida), Andre Denham (University of Alabama), 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), David Shafer (North Carolina State University), John Smith Jr. (Clark Atlanta University, ex-officio delegate of CHBGS President), Aimee Surprenant (Virginia Tech University), Troy Terry (University of North Georgia)

Mary Farmer-Kaiser began the meeting at 1:02 pm EST.

Introductions:

Mary asked the board to welcome new member, David Shafer. Mary reported that the officers asked David, who ran for election at the meeting in March, to join the committee to replace Lydia Kos. Lydia has accepted a new position in California, no longer in the South, and thus is not able to serve the term she was recently elected to. Introductions of the group followed.

Minutes:

Minutes of the April 5, 2023 Executive Committee Meeting were approved.

Continuing Business

2023 Tampa Meeting:

Mary will send out the survey results to the Executive Committee. She asked that we read before the meeting in Greenville. She will bring copies. Peter reported that we haven't yet gotten the bill from the hotel in Tampa. He will check again so that the financials of the annual meeting can be reported.

2024 Greenville Meeting:

Due to availability of lodging, the On-site Planning Meeting was moved to June 28-30, 2023. Mary thanked the committee for their fast responses to Peter's emails and flexibility. Mary went over arrival and departure times—arrive on June 28 (Wednesday) by 5pm and depart at noon on June 30 (Friday). We will stay at the conference hotel, Hyatt Regency Hotel (220 N. Main Street, Greenville SC). CSGS will reimburse transportation (flight, mileage, etc.) up to \$650 and meals (with receipts). We will also cover the hotel; Peter will make all reservations and will pay directly. There are good options for breakfast near the hotel, so Peter suggested that we get breakfast outside of the hotel and do reimbursements. Peter asked how much coffee might be needed during the meeting, and several committee members requested coffee. Our time will include visiting some reception venues. To prepare, Mary asked all to think about potential conference themes, plenary speakers, grad student Programming. Jon will take the lead on discussions about the conference theme and plenary speakers. Please email him with ideas for the conference theme, speakers, and graduate student programming. Suggestion was made to address political issues especially in the South, and possibly to ask Mackenzie Wilfong to focus on the big ticket items, and maybe an additional speaker about Supreme Court decisions (impending), affirmative action, admissions, etc. Casey Miller has done a lot of work in this space. All agreed that speakers who can focus on solutions is what we want. We also need someone who's thinking about the broad ramifications of potential Supreme Court decisions. What can we and can't we do? CGS had a recent webinar with a good speaker, maybe we can ask that person? It was noted that many of our members are not members

of CGS so tapping into these speakers could broaden the reach. Mary asked Brian to think about local people who may fit into the theme, so we can take advantage of the location.

2025 TBD Meeting:

Mary is working on the application for a host site, and indicated that she would get the call for host site applications out soon. She indicated that some of our members in Texas may submit a proposal.

Website and Secretary Transition:

The question of where the list of member institutions, other than on the website, was posed. Multiple member and email lists exist. We deferred the discussion until we are together in Greenville. Julie reported that she will add Dave Shafer to the website, and he will send a headshot to her. Jill reported that has ideas about how to update the 3MT forms and information on the website. Julie and Jill will get together and optimize the forms.

Committee Appointments:

Mary reported that she and Jon had met to discuss committee appointments. They asked for information about how the chair of different committee had rotated in the past. Members confirmed that the thesis committee chair has historically rotated each year, likely because of the heavier workload. Aimee reported that the faculty awards committee chair has not, and she also indicated her willingness to continue in this role. Mary quickly accepted and said thank you. Mary asked all Executive Committee members to serve on the various committees, except for audit and nominating committees. Ideally, we'd like to see one executive committee member on each of the other committees. Members should email Mary with ideas of committees they'd like to join.

CSGS Tampa Panel Recommendation for CGS Annual Meeting:

Katharine Stewart was recommended by Mary as a speaker for the CGS annual meeting, and the CGS asked whether she would be better for a pre-meeting workshop. Members agreed that she would be suited for either but that, if she is selected for a pre-meeting workshop, we would recommend the Alabama panel led by Andy Goodliffe, for inclusion on the CGS program in December.

New Business

Audit Committee Recommendations:

Peter reported that he is working on the non-profit certification for the website so we can collect payments via the website. A question was posed about whether we should consider increasing the annual meeting registration fee. Sanjay checked the audit committee report and reported that it had recommended \$500 for early bird and \$600 regular registration fees. Questions about student registration also were posed. How do we verify that students are students only and not attending the meeting in their capacity as a graduate school or university employee? Does that matter? How do we handle registration for students, 3MT and family members when no one else the institution attends? Buffets have an advantage over sit-down lunches because we don't have to be so accurate with the head count, and also there can be more options for people to choose based on their diet preferences. Meeting registration fees will be discussed in Greenville.

Goodbye to Karen Coats!

Members thanked Karen for her many contributions and wished her a very happy retirement. We'll miss her.

Adjourned at 1:52pm EST.