

**CSGS**

**Executive Committee Meeting**

**Minutes of Sunday, February 21, 2016**

**8:30 am**

**Omni Charlotte Hotel**

**Charlotte, NC**

**Conference Title: Exploring New Paths in Graduate Education**

**Conference of Southern Graduate Schools Executive Committee Meeting**

**Pine Room**

**Omni Charlotte**

**Members Present**

Any McCandless, President, The College of Charleston  
John Z. Kiss, Past President, University of Mississippi  
George Flowers, Treasurer, Auburn University  
William Wiener, Secretary, University of North Carolina at Greensboro  
Andrew Sustich, Past Treasurer, Arkansas State University  
David Berkowitz (2018), University of Alabama in Huntsville  
Jo Ann Canales (2017), Texas A&M University  
George Crandell (2018), Auburn University  
Meredith Welch-Devine (2018), University of Georgia  
Deborah R. Garrison (2017), Midwestern State University  
Kevin O'Shea (2018), Florida International University  
Sheryl Tucker (2016), Oklahoma State University  
Peter Harries, (2018), North Carolina State University  
Michael Cunningham (2018), Tulane University  
Lori Mann Bruce, (2018), Mississippi State University  
Jack DeRochi, (2017), Winthrop University  
William Person (ex officio), Alabama State University

President McCandless called the meeting to order at 8:30 and initiated an introduction of the Executive Committee Members.

**Charlotte Annual Meeting Evaluation**

Executive Committee members provided feedback they had received thus far regarding the attendee satisfaction with the Annual Conference. It was reported that the conference was very informative and highly successful. It was suggested that larger lettering be used on the name tags in the future, and that a red dot be placed on the tags of those who are first time attendees. For the future it was suggested that there be a check box on the registration material to identify the new Deans and new Associate Deans.

Some of the attendees wanted to know if the notes from the breakout sessions would be posted. W. Wiener indicated that any notes that are available would be posted to the website. In addition he indicated that we must ask the presenters to provide us with their PowerPoints so that we can post them to the web as well. W. Wiener asked the Executive Committee members to send him their pictures and short bios.

A Qualtrics survey will be sent out Monday afternoon to evaluate the conference and gather suggestions for the next conference. Information from the survey will be brought to the next planning meeting of the Executive Committee in the summer.

### **Annual Meeting in Annapolis 2-5 March 2017**

The dates for the next conference are decided upon by sharing possible dates with hotels and seeing what is most feasible. Whenever possible the conference should be in February as called for in the constitution.

The call for posters should be sent out earlier so that there is adequate time to generate participation. We should choose the most appropriate poster session space and that space should be in close proximity to the exhibitors. It was also mentioned that we should suggest that poster presenters bring handouts that provide additional information about the content of their posters. It was suggested that slightly longer periods of time be allocated for breaks between sessions.

W. Wiener suggested that we develop a timetable of calendar due dates for each of the communications required for the upcoming conference. President McCandless will draft the timetable and share with the Executive Committee.

### **Board Summer Planning Meeting in Annapolis**

The summer planning meeting will be scheduled for the end of May or the beginning of June. A Doodle poll will be sent out to determine the best date for optimal attendance. The cost of the summer planning meeting is to be paid for by the CSGS treasury.

### **Annual Meeting 2018**

It was suggested that we hold the 2018 Annual Meeting in Northwest Arkansas in the town of Rogers. This area is one of the top ten museum destinations. There are also many choices for nearby restaurants. We could have our reception at Crystal Bridges but would have to arrange for transportation since that location would be 5 to 7 miles from the hotel. Both the University of Arkansas, and Arkansas State University would be supportive of the conference location as would other universities in the state. Suggestions were made for specific hotels. The planning committee consisting of the President, President-Elect, Treasurer, and Secretary will confer with Helms Briscoe on possible hotels and will make visits to choose the best location.

The meeting was adjourned at 9:10 by President McCandless.

Submitted by W. Wiener, Secretary