

VIRTUAL MEETING OF THE PCA GOVERNING BOARD ON OCTOBER 25, 2019

The Meeting was called to order at 3:00 PM (EST).

A roll call of voting and non-voting members was called by Secretary, Carl Sederholm, who verified that a quorum had been attained.

Voting Members Present: Brenda Boudreau, Gary Burns, Ashley Donnelley, Amie Doughty, Beth Downey, Gary Edgerton, Gary Hoppenstand, Kathy Merlock Jackson, Novotny Lawrence, Helen Lewis, Sue Matheson, Cynthia Miller, David Moody, Debbie Phillips, David Silverman

Voting Members Absent: Camille McCutcheon

Non-Voting Members Present: Lynn Bartholome, Colleen Karn, Ann Larabee, Mike Marsden, Carl Sederholm, Philip Simpson

Non-Voting Members Absent: None

1. President Kathy Merlock Jackson opened the meeting with a greeting to all participants. The board members also voted in favor of approving the agenda.
2. President Merlock Jackson then turned the meeting over to the Governing Board Chair, Gary Edgerton, who proceeded to review the detailed agenda for the day.
3. Business then turned to the suggestion that Governing Board Members donate their individual membership and registration costs to the endowment. Mike Marsden asked that donations be sent directly to his address in Marquette, Michigan: 16 Marquette Drive, Marquette, Michigan 49855
4. Lynn Bartholome next reviewed the general announcements outlined on the agenda. She explained that the deadline for conference registration will be extended. She reviewed the plans for keynote / guest speakers, reviewed information about the silent auction, and reviewed tour information. Bartholome next reviewed budget information for the 2019 mid-year meeting and then reviewed estimated budgets for 2020. The conversation turned to recent discussions with Wiley about clarifying ownership of the journals—Wiley owns JAC and JPC—and transitioning the management of memberships to PCA. Wiley and the board are both looking forward to a more active relationship going forward.
5. Gary Burns then discussed a proposed motion that board members not be reimbursed for meals while attending the conference. It was duly moved and seconded that board members not be reimbursed for meals while attending the conference. Discussion then turned to the viability of university-based funding for conferences and how making this change may impact current printed bylaws. In light of the need for further conversation, Gary Burns formally withdrew the motion.

6. Brenda Boudreau and Novotny Lawrence then discussed their proposed Board Member Training Program. Discussion turned to reminding and training new board members on specific legal advice, including fiduciary responsibilities and other best practices. It was generally agreed that new board members should receive consistent and clear training. The discussion then turned to the best time to hold this specific training. It was decided that we should return to this topic at the next mid-year meeting in early 2020.

7. Novotny Lawrence then discussed options for a planned diversity information session during the Philadelphia national conference. One option suggests bringing Professor Srivi Ramasubramanian to lead the training. The discussion turned to how often this information session should be held and whether there are PCA members who could be invited to lead the training. It was generally agreed that finding someone within the organization is the best course of action at this time.

8. Amie Doughty then discussed the proposal to implement a mentoring program at the national conference in Philadelphia led by Edward Janak and Ludovic Sourdot. The discussion turned to prior efforts to create a formal mentoring program and to what role area chairs should play in the mentoring process. It was generally agreed that Janak and Sourdot's proposal was good and that the board would like to hear about the success of the program after the Philadelphia meeting.

9. Mike Marsden reviewed a proposal to provide training in Roberts Rules of Order at the Philadelphia conference. Gary Hoppenstand, who has extensive experience with Robert's Rules, is willing to review the materials for the board. It was generally agreed that this training should be planned as part of the upcoming national conference.

10. Brenda Boudreau next discussed moving the awards ceremony to the book exhibit room. She also reviewed the change to suspend travel grants for award winners except for graduate students. Boudreau then reviewed proposed revisions to the selection process for the Bartholome Award so that the guidelines may be more specific. Discussion turned to proper procedures for notifying potential candidates and to the place of giving a formal talk as part of the conference. It was generally agreed that board members should nominate candidates and that electronic voting may be desirable. It was also generally agreed that a clearer set of criteria is important. It was also agreed that the board will revisit the criteria at the first 2020 mid-year meeting. Discussion next addressed about voting on the three nominees for the 2020 award. Board members are encouraged to review all the nomination materials prior to placing a formal vote.

Boudreau then turned to the criteria for the PCA Governing Board Award, including whether or not a lifetime membership should be included as part of the award. Boudreau offered to provide additional information about how to move forward at the Spring 2020 meeting. It was generally agreed that more precise information about criteria would be desirable.

The discussion then turned to the new Best Dissertation Award and the Best Electronic Research Site Award.

11. Sue Matheson then gave a report on the PCA ByLaws Subcommittee. Matheson discussed ways to follow up on the ways to follow up on the recommendation to include a description for a digital media director. She then addressed the best procedures for addressing proposed changes. It was generally agreed that the board should spend at least an hour discussing recommendations from the bylaws committee at the next mid-year meeting. Board members were urged to read through Matheson's proposed materials prior to the next meeting.

Matheson then proposed that the board discuss whether or not to continue with the position of Vice President for Curriculum and Instruction. This is a topic that needs addressing soon because Cynthia Miller's term is soon coming to a close. It was duly moved and seconded that the board eliminate the position of Vice President for Curriculum and Instruction following Cynthia Miller's term of service. Vote: Yes 15, No 0.

Matheson next turned to the proposed 2020 conference held the first week of July in Winnipeg, Canada. It was unanimously agreed that it is a good idea to go forward with the conference.

12. Colleen Karn then brought up the possibility of having graduate student events listed in a separate section in the program. Karn also talked about the scheduling options for a graduate student tea event. She then talked about creating space for a graduate lounge and about developing a service project at an animal shelter near the hotel.

13. President Merlock Jackson thanked everyone for their service.

The meeting of the Governing Board was adjourned at 5:45 PM (EST).

Respectfully submitted,

Carl Sederholm

Secretary

