



Executive Board Meeting

Location: Zoom (<https://iowacentral-edu.zoom.us/j/84233105208>)

Date: September 22, 2021

Time: 2:00-3:00 pm

Present: Justin Robertson, Abby Underberg, Mike Cagely, Amanda Rodenborn, Sue Wickham, Dan Nelson, Bea Houston, Laura Meyers, Katherine Sanders, Molly Struve, Amy Moffitt

- I. Approve meeting minutes for 9/1/22: Approved by Laura and seconded by Amanda
- II. 2021 IOSS Conference
 - A. Registration portal: Encourage board members to get registered. No issues noted with the process. Mike will email the group to see where we are at currently with registrations.
 - B. Promotion at your institutions: Encourage board to send out to our colleges and colleagues.
 1. Think about other markets of professionals and encourage them to also consider presenting. Concurrent enrollment instructors would be a good group to reach out to. Advisors and TRIO-Have they attended in the past? No, they have not, but a good group to reach out to.
 2. Should we pay Facebook to do some targeted marketing. Molly will look into this.
 3. TYCA (Two Year College English Association) conference is coming up, Laura will check to see if they could share about the IOSS conference.
 - C. Day/Time: Thursday, November 4th 8:30am-4:30pm 45-minute sessions/15 minute breaks. Looking at schedules 4 session times with 3 concurrent session times
 - D. Review of current conference proposals:
 - Purdue Global: Jessica Love Writing Anxiety
 - Briarcliff: Adjunct at ICC: Melanie Berte-Hickey: Universal Design Learning Strategies
 - WITCC: Mike Cagely: Is the problem really the use of calculators?
 - WITCC: Dr. Katherine Sanders: Mindfulness of Soft Skills

E. Sponsor/Host: Hawkes is confirmed

1. Need to check to see if Hawkes is taking care of communicating with the keynote speakers. Justin will contact Hawkes.

F. Outstanding Service to Students award:

1. Amy will check into purchasing the award for the conference.
2. Amy ordered the award for the outgoing president and the group agreed that this same format would work for the Award for Outstanding Service to Students.
3. Presentation of awards will happen during the Welcome session.

G. America Reads donations: Duncombe elementary school Principal Ryan Flaherty will develop an Amazon Wishlist

H. Do we want to offer items for the presenters? We have some items leftover from last year. Check with your school to see if you have any items to donate

I. Consider the election of officers for our business meeting

III. Next meeting: October 13th Motion Bea seconded by Katherine