



**Summer Board Meeting  
July 17-18, 2009**

**Blackstone Hotel  
Chicago**

**Minutes**

Meeting called to order by James Pappas, president, at 3:00 pm, July 17, 2009.

Present: James Pappas, president; David Gitomer, vice president; Steve Duguid, treasurer; board members Barbara Amen, Debrah Bokowski, Jo Ellen Lundblad, Bob Smither, Sandy Welter; *ex officio* members Jerry Jerman and Ken Smith; Association office administrative manager Ellen Levine. Kathleen Forbes was unable to attend.

1. Agenda was presented and approved.
2. Spring 2009 board meeting minutes were presented and approved as amended.
3. Treasurer's Report – Ellen Levine reported the first half of 2009 association financial results.
4. Membership – Ellen Levine reported on membership status for membership committee chair Kathleen Forbes. Dues payments this year are on track, no doubt helped by the earlier-than-usual invoice mailing (end of February). Ellen suggested that in the future dues invoices will be sent in late January or early February. In August, Kathleen and her committee will personally contact those programs that have not paid their dues. Ellen also reported that five programs paid their 2008 dues this year, in response to personal contact by Kathleen. Two programs have dropped their memberships – University of Arkansas Little Rock due to budget constraints and Cal State Sacramento, which is changing its program.

There are three Full Member applications in the pipeline: David Gitomer has been in contact with the University of St. Thomas and Indiana University Southeast. Jim Pappas has been in contact with the University of Southern California.

Outreach – Kathleen and Ellen have developed brochure copy, which will be sent to Jim and Jerry for design treatment by their design staff. Ellen appealed to board members for member quotes regarding the value of the AGLSP.

5. Conference
  - Bob Smither provided an update on the 2009 conference:

- Bob presented the tentative program; 24 concurrent session presentations
- Bob raised the issue, for future conferences, of a poster session, which might appeal to a larger pool of presenters including students. Jim suggested we consider offering a choice: panel, paper, or poster.
- The board agreed to have a poster session this year, to showcase AGLSP initiatives: *Confluence* blog (Ken), new director's guidebook (Jo Ellen), member survey (Kathleen), new web site (David), and regional symposia (Barbara/Debrah/Steve)
  1. Board members will provide Ellen with poster copy and she will develop and have produced.
- *Confluence* award winner will be announced and presented at the banquet, prior to Billy Collins talk
- In the interest of being environmentally responsible, conference participants will be provided with a one-page schedule, a one-page list of participants, and a name tag. The schedule will be posted at the conference. Abstracts and papers will be posted on the web site. If available prior to the conference, attendees will be advised.
- Conference will NOT provide computers/laptops for attendees; they will be encouraged to bring their own if they want to have Internet access while at the conference.
- Bob will determine presenters' technology needs and Disney's A/V specs.
- Display space (table) will be provided for members' program materials. Ellen will encourage attendees to bring materials.
- Bob will provide Ellen with excursion details, for posting on the web site.
- Ellen will develop and mail a conference/workshop promotional piece, with program specifics, by the end of this month.
- The potential for lunchtime discussions and "affinity" tables was raised. Bob will speak with Disney about reserving some tables in the outdoor food court area for conference attendees.
- 2010 Conference
  - Jim is exploring several options for next year's conference.
  - Sandy Welter is in active discussion with her college about hosting in upstate NY (for next East coast year; exploring for 2010 as well).
  - David Gitomer is considering hosting in Chicago (future year).
  - Jim reported Linda Paulson (Stanford) is considering hosting at the Stanford Lake Tahoe location in a future year.
  - Barbara suggested we plan out the conferences several years in advance.

## 6. Publications

- *Confluence* – Ken Smith
  - *Confluence Award for Excellence in Interdisciplinary Writing*
    1. There were 14 submissions. The winning essay has a strong personal experience element.
  - Creative writing award: Ken has offered to fund (\$500 plus \$125 conference registration) out of the stipend that the AGLSP provides to IUSB for journal matters.

- Blog – Ken reported on the status: will include interviews with symposium attendees, cool courses series, interviews with *Confluence* authors. It is still in development (although accessible) and has not yet been promoted. Ken suggested that we grab an AGLSP twitter account for future use. He will take care of this.
  1. Promotion of the blog was discussed – will be promoted at the Business Meeting; there will be a poster at the conference and, possibly, a student actively blogging.
- Sponsorships
  1. Ellen reported on the sponsorship status: 16 commitments to date (\$8,500 including Stanford’s double sponsorship), versus 26 sponsorships and \$14,200 in 2008, and a 2009 budget of 30 sponsorships (\$15,000). Two past sponsors are unable to sponsor due to budget constraints. Ken will personally contact the remaining past sponsors, before August 15 (press deadline).
  2. Board discussed another, lower category of sponsorship, in this financially difficult year only. This could bring in revenue and build commitment. Ken will explore this option in his discussions with past sponsors who have not yet committed.
    - a. The current sponsorship is for a “volume” (2 issues). It was suggested that we offer an “issue” sponsorship, for a single issue only. Different types of sponsors would be so noted in the journal.
    - b. Ken, Jerry, and Ellen will define what an “issue” sponsorship is – price and benefits.
- Other publications – Jo Ellen Lundblad. Because of the late hour, other publications were tabled until tomorrow.

7. Web Site Redesign – David Gitomer

- David reported that the RFP had gone out and encouraged board members to share with potential vendors with which they are familiar.
- Timetable – proposals due by August 15; committee will review and make recommendation for the board to ratify. Delivery of at least a beta version will be eight weeks from contract signing.
- The web site (or beta) will be announced at the Business Meeting and on a poster.

Jim recessed the meeting at 5:30 pm.

Jim reconvened the meeting at 8:30 am, July 18, 2009.

8. Other Publications – Jo Ellen Lundblad

- *Inside Graduate Liberal Studies Programs: A Guide for Directors, Faculty, and Staff*
  - Jo Ellen reviewed the status of the draft, noting that she is still short a few authors; while running a bit late, she is hopeful that she’ll have drafts in August. Debrah noted that she has release time from her Dean to edit the guidebook in August.

- Jim suggested that chapters be shared among board members, with hard and fast window for response, so we don't lose time.
- Guidebook (at least the table of contents) will be promoted at the conference via poster and announcement at the Business Meeting.

9. Awards – Barbara Amen

- There were no nominations this year, possibly due to the economy, although it is difficult to determine a cause from this one instance. It was noted that the timing of the nominations deadline could also be a problem for directors.
- It was decided that we solicit nominations at the Business Meeting (for this and subsequent years) at the award presentation and shortly thereafter, with timely reminders. Barbara and Ellen will confer on deadlines. Barbara and her committee of Trent Gabert and Anne Ridder will continue through 2010.

10. Member Survey – Ellen reviewed the draft second wave survey and will provide changes to Kathleen. First wave results will be presented at the Business Meeting and on a poster.

11. Workshop Program

- Morning – *The Elephant in the Room: Career and Practical Considerations in an Uncertain Economy*. Practical and ethical implications for programs.
  - Panel to frame the issues (intro – David; changing academy/faculty – Steve; marketing/recruiting – Jim; advising – Jo Ellen; curriculum/trends – Debrah)
  - Breakouts – roundtable discussions, board member facilitators
  - Report out
- Lunch
- Afternoon
  - Concurrent Sessions
    1. *Introduction to Online Teaching* (Kathleen, Jo Ellen)
    2. *Developing and Delivering the Interdisciplinary Course: Beyond the Tacit* (Ken, Naomi Starosta)
  - General Session – *Social Networking to Build Enrollments and Student Community* (Kathleen and UNCG Marketing staff member)

Jim Pappas adjourned the meeting at 3:00 pm.

Respectfully submitted,  
 Ellen Levine  
 July 21, 2009