**Instructional Development Division**

**Business Meeting Minutes**

**Southern States Communication Association – St. Petersburg, FL**

**April 14, 2023**

**Attendees:**

Michelle Garland –Chair

Scott Christen– Vice-Chair

I don’t have the rest of the list…

1. Call to Order
	1. Michelle Garland called the meeting to order at 5:49 p.m.
	2. Michelle told us the sad news of Ruth’s passing, so it is only Michelle and Scott leading the meeting,
	3. No minutes to read or approve…wonder what happened?
	4. We all had old minutes – fun to read, but not current
2. Brief Officer Reports
	1. Scott and Michelle shared this responsibility – each went to one meeting and reported on that meeting
		1. Proposal for executive director to be paid
			1. Questions abound…where does the money come from? When should this start?
			2. Apparently, Western pays their director 20,000 – guess they are richer than Southerns are!
		2. Constitutional changes coming, but Scott assured us that they were nothing to worry about.
		3. Strategic Communication Director (Kevin has this position now) discussion of this being paid and the description should be revamped to accurately describe this position.
			1. Kevin will keep this position for next year
		4. New divisions started
			1. African American Comm Division will become Race & Ethnicity Division
			2. New Health Comm Division
		5. Panel Info
			1. Discussion about the number of slots each division gets (depends on membership) and how to identify co-sponsorship
			2. Most people do not sign up for any divisions or interest groups, so Michelle asked us to encourage people to sign up
		6. Visits for 2027 sites
			1. Atlanta, but too expensive for us southerners
			2. Maybe Savannah or Gulf Shores, AL
3. 2023 Top Paper Awards
	* 1. Faculty - April Chattam Carpenter
		2. Student - ???
4. New Business
	1. Number of papers/panels consistent over the years
		1. Michelle and Scott thank reviewers
	2. Instructional division is doing well and there are no concerns.
	3. Beginning Elections – we have to elect someone to replace Ruth, who was vice chair
		1. Discussion – Jacob was nominated last year, so he should be elected he
		2. Stephanie motions to accept Jacob for the position
		3. Ryan seconds
			1. Unanimous vote in favor of Jacob as vice chair (Jacob joins Michelle and Scott at the table)
5. Michelle opens the discussion of the new award in honor of Katherine Hendrix, called the Katherine Hendrix Distinguished Article Award to honor and spotlight other scholars who contribute to the discipline.
	1. April Chattam ? motions for the award to be given through the IDD
	2. Stephanie Kelly seconds
		1. Unanimous for this new award; no abstentions
	3. Mandy Young thanks the division for this acceptance because Hendrix has had a tremendous impact on her career
	4. Dr. Katherine Grace Hendrix addresses the division, explaining how her career has been dedicated to getting research out about nonwhite students. She has been a part of SSCA and the Instructional Development Division since 1995 and is very appreciative of having an award in her honor. She will miss us!
6. Elections continue
	1. Vice- chair
		1. Elizabeth Hanson-Smith nominates Colleen
		2. Isa ? seconds the nomination
			1. Colleen accepts
				1. Unanimous for Colleen to be vice chair; no abstentions
	2. Secretary
		1. Ryan nominated Lakelyn (after a quick text to make sure she would accept)
		2. Elizabeth seconds the nomination
			1. Lakelyn accepts
				1. Unanimous for Lakelyn to be secretary, no abstentions
7. Back to the award…
	1. Discussion about how to handle the award nominations/votes
	2. Decision: 3 people on committee and roll off one year at a time to have some consistency. The immediate past chair will also serve in case they are needed
	3. Elizabeth Hanson-Smith agrees to serve
	4. Stephanie Kelly agrees to serve
	5. April Chattom ?asks for a person of color to be on the committee, but Dr. Hendrix does not think having a person of color on the committee is necessary
	6. Alex Spadaro agrees to serve
	7. Stephanie Kelly agreed to create a rubric to evaluate the published papers
	8. All were in favor of creating the new committee with Elizabeth, Stephanie, and Alex
8. 2024 Conference
	1. Frisco, TX
	2. April 3 – 7, 2024
	3. Same number of slots (for details, see page 163 of 2023 program)
	4. Communicating Belonging
	5. Michelle asks for suggestions:
		1. Creating space in the classroom (focus on diversity)
		2. Creating space for faculty
		3. Helping students find their way through mentoring and internships
		4. Sense of Belonging Matrix (someone was given a grant to rework…)
	6. Please email Michelle or Scott if you have any other ideas
9. Goodbyes from Michelle
	1. Thanks for helping to make her feel so comfortable
	2. Loves the sense of community
	3. She passes the pen gavel to Scott
10. Scott’s final comments
	1. Invite others to come, so we can have new blood
	2. Discussed sending an email blast right before next year’s conference as a reminder
	3. Someone suggested having wine…might have been me!
11. Stephanie Kelly reminded Scott to thank and honor Michelle for her service
	1. Ryan motions (who knows for what…my notes are too sketchy)
	2. Stephanie seconds it (whatever “it” was)
12. Serving the Instructional Development Division (please fill in from sign-in sheet)
	1. Reviewers for 2023-2024
	2. Chair for 2023-2024
	3. Respondents for 2023-2024
13. Michelle Garland becomes Past Chair
	1. Scott Christen becomes Chair
	2. Jacob Metz become Vice Chair (division planner - 2023)
	3. Colleen Mestayer becomes Vice Chair Elect (division planner – 2024)
	4. **DR.** Lakelyn Taylor becomes secretary

Motion to adjourn: forgot to write this down, but I think it was around 6:15