A summary of action items precedes the minutes which give more specific details about levels of approval and summaries. Unless otherwise noted, approvals are 1 or 2 fingers.

**SUMMARY OF ACTIONS TAKEN**

**Executive Director Report**
Fall Core Committee minutes approval acknowledged.

E-minutes approved (decisions made electronically by Exec Committee and/or Core since Fall 2014 meeting).

**Budget request:** off-site administrative assistant proposal: 16 hours per week x 50 weeks x $17/hour = $13,600 **APPROVED**

**Finance Committee**
**Budget request:** $100 for operating budget **APPROVED**

**Fees & Benefits Ad Hoc**
**Proposals:**
- conference fees increase annually by the average inflation rate for the previous three years (currently 1.33%). **APPROVED** ($475)
- creation of a member and a non-member rate model for the conference. **APPROVED**
- other POD-sponsored events adopt a similar member and non-member rate model for registration. **APPROVED**
- the Institute for New Faculty Developers be priced to include a year’s membership in POD. **APPROVED**
- have retiree fees match student fees **APPROVED**
- form an *ad hoc* committee to track membership levels and revenue for at least one year and until the online renewal and e-commerce systems become fully automated. **APPROVED**
- membership fees be increased across all member categories so that the cost of financing POD is less dependent on the conference **APPROVED**

- Option #2, at a minimum, be implemented for the 2015-16 fiscal year: **APPROVED** (TWO 4s, with 1s, 2s, 3s):
  - Option #2: $20,000
  - $115 (individual)
$95 (institutional)
$65 (retiree)
$65 (student)

- Once the initial increases are phased in, we recommend that the new rate guide for each category be increased by $5 every other year beginning to cover inflation. APPROVED 1s, 2s, 3s, & one 4)

Membership Committee

Budget Requests:
- $200 for door prizes APPROVED
- $850 for design and printing of POD membership brochure APPROVED

Conference Committee

Budget Requests:

<table>
<thead>
<tr>
<th>Item</th>
<th>Rationale</th>
<th>Request</th>
</tr>
</thead>
<tbody>
<tr>
<td>Plenary #1</td>
<td>High profile plenary speaker honorarium &amp; travel</td>
<td>$12,000 APPROVED</td>
</tr>
<tr>
<td>Additional Plenary</td>
<td>Second speaker honorarium &amp; travel, or to be used to procure one high profile speaker</td>
<td>$4,000 NOT APPROVED</td>
</tr>
<tr>
<td>Entertainment</td>
<td>Diversity Reception (Quake City Jug Band)</td>
<td>$800 APPROVED</td>
</tr>
<tr>
<td>Dance and Karaoke Party</td>
<td>Supplies for activities and entertainment &amp; DJ</td>
<td>$2200 APPROVED* (SEE CAVEAT)</td>
</tr>
<tr>
<td>Commemorative Gift</td>
<td>For conference attendees</td>
<td>$2000 NOT APPROVED</td>
</tr>
<tr>
<td>Administrative assistant</td>
<td>Travel and stipend for administrative support person for registration and organization</td>
<td>$2500 YES</td>
</tr>
<tr>
<td>Logo designer</td>
<td>Professionally produced conference logo</td>
<td>$800 YES</td>
</tr>
</tbody>
</table>

*with the request that they spend it in an inclusive spirit, consistent with pod values, maybe not just for karaoke ($3000 for celebration, total).

Budget Request: increase interpreter from $2000 TO $6000: APPROVED

Conference Advisory Committee ad hoc

Proposals:
- Hire a professional event planner for ten to fifteen hours per week to take on the administrative event planning aspects of the conference? Instead of a planner, have a Core member who is ex-officio/advisory, ex-conference team member, periodically check-in in some capacity, not the weekly meetings: APPROVED
- Programming budget pre-approval at Fall Core meeting: APPROVED
Professional Development Committee

Budget Requests:
• $400 for printing and shipping of materials for Getting Started day-long preconference (based on amount spent in 2014) APPROVED
• $100 for printing of publicity materials for POD PDC events. APPROVED
• $6000 loan to host of 2016 Leadership Development Institute (standard procedure for past several years) APPROVED

Electronic Communications and Resources Committee (ECRC) Proposals:
• Create official pages for LinkedIn, Facebook, Google+, Instagram, YouTube, and other social media channels as needed
• Create an information page on the POD Website that would provide a short description of the social media outlets tool and provide a link to the social media official POD pages for each
• Establish a Social Media Management Platform (SMMP, likely Buffer) to allow easy access, scheduling and posting of POD relevant communications to its various social media from a central location
• Provide access to Buffer, guidelines on how to use it and training to the following people: Hoag, 1-2 core members, executive committee members, and committee chairs, and other users as needed

WITHDREW proposals: bring above four points to marketing task force.

Budget Requests:
• $300 for Buffer for Business WITHDRAWN
• $400 for a temp worker to develop wikiPODia for grad student: APPROVED
• $100 for operating expenses APPROVED
• $1500 for purchase of Content Building services for setting up Guidebook app. for grad student: APPROVED

Publications Committee Proposals:
• TIA Editor Ex Officio Core Membership: PARKING LOT

Budget Proposal:
• $8000 for TIA editorial support: APPROVED

Diversity Committee Proposals: items for discussion:
• Support of decision to restructure DC executive board and responsibilities in service of DC's strategic priorities. GOV COMMITTEE WILL DO
• Support for research grant or award YES
• POD Diversity Committee highlight designation in conference program
SEND BACK TO COMMITTEE, TALK TO GRANTS & AWARDS, SHOULD BE HOUSED UNDER AWARDS COMMITTEE

• Request for flexibility in grants allocation (see below) YES

Budget Requests:

• Travel and Internship Grants: Total = $18,200 (Travel Grants: 6 @ $1,300 for a total of $7,800.00 | Internship grant: Two grants @ $5,200 for a total of $10,400) APPROVED
• New Research Award = $2500 WITHDRAWN
• Operating Expenses = $100 APPROVED

Outreach Committee

National Subcommittee

Proposals:

• Changes to Governance Manual re: National Outreach Subcommittee: WITHDRAWN

Budget Proposals:

• $2000 for participation in one STEM conference/meeting in 2015: WITHDRAWN
• $100 for operating expenses APPROVED

International Subcommittee

Budget Requests:

• A waiver of registration costs for San Francisco for Dr. Jawitz. NOT APPROVED
• $1,000 grant towards the airfare for Dr. Jawitz to San Francisco NOT APPROVED
• $1,000 towards the airfare for Joy Morrison to attend 2016 ICED. NOT APPROVED

$1500 for start-up grants: APPROVED

Research Committee: no report

Grants Committee

Budget Request:

• $12000 for grants: APPROVED

Awards and Recognition

Innovation Award

Proposals: item for discussion:

• Creation of Awards Committee with oversight of selection committees: APPROVED to be finalized with governance committee

Budget Proposal:

• $200 for award/trophy: APPROVED
Menges Award
Budget Proposal:
• $400 for up to three award plaques: APPROVED

Spirit of POD
Budget Proposal:
• $250 for award: APPROVED

Small College Committee
Budget Proposal:
• $100 for promotional materials at conference APPROVED

Graduate and Professional Student Development (GPSD)
Budget Proposal:
• $2600 (10 x $260 expense to POD for waiving registration fees for 10 grad student scholarships): APPROVED
• $250 for pizza/lunch: APPROVED

Gov Committee
• Conflict of Interest Statement for Committees/GM (Appendix A) APPROVED
• Update of language about committee chairs in By-Laws (Appendix B) APPROVED
• Merge Nominations & Elections Committee as a subcommittee of Governance (Appendix C) APPROVED
• Create a structure in which presidential officers will each lead a cluster of committees to provide not only liaisons with Core but also support for chairs and increased communication among committees. (Appendix D) APPROVED (minus last paragraph)
• Update Awards & Recognition Committee description (Appendix E) APPROVED
• Update Finance Committee membership (Appendix F) APPROVED

2015-16 BUDGET VOTE: APPROVE

POD Committee-Sponsored Sessions ad hoc
Proposals:
• Establish a committee to explore and consider two key issues that resulted from the approved single-session PCSS format: 1) member needs and 2) session types: APPROVED
• Establish a standing committee or sub-committee to serve as the “owner” of the process for soliciting and revising proposals for POD Committee-Sponsored Sessions: APPROVED
MINUTES

Friday, March 6
Present: Leslie Orquist-Ahrens, President; Kathryn Plank, Past President; Deandra Little, President Elect, Kevin Barry, President Elect-elect; Mary Wright, Chair of Finance; Hoag Holmgren, Executive Director; Debie Lohe, Mei-Yau Shih, Donna Ellis, Todd Zakrajsek, Francine Glazer, Laura Cruz, Cassandra Horii, Natasha Haugnes, Michael Palmer, Martin Springborg, Victoria Bhavsar, Jake Glover, Carol Hurney, Roben Torosyan

Missing: Hugh Crumley, Chantal Levesque-Bristol, Michael Reder, Allison Boye

Welcome, Introduction, Ice Breaker
Framing questions: What's a metaphor for Core? What are Nonprofit Board of Director characteristics? What's the context of outward focus: how do we reach out and connect with other organizations & entities? Looking within, what's the work of POD? How are we getting it done and who does it?

Budget overview and introduction

Saturday, March 7
Present: Leslie Orquist-Ahrens, President; Kathryn Plank, Past President; Deandra Little, President Elect, Kevin Barry, President Elect-elect; Mary Wright, Chair of Finance; Hoag Holmgren, Executive Director; Debie Lohe, Mei-Yau Shih, Donna Ellis, Todd Zakrajsek, Francine Glazer, Laura Cruz, Cassandra Horii, Natasha Haugnes, Michael Palmer, Martin Springborg, Victoria Bhavsar, Jake Glover, Carol Hurney, Roben Torosyan

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• have retiree fees match student fees APPROVED
• form an ad hoc committee to track membership levels and revenue for at least one year and until the online renewal and e-commerce systems become fully automated. APPROVED (Hoag to chair)
• membership fees be increased across all member categories so that the cost of financing POD is less dependent on the conference APPROVED

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Membership Committee
Proposals: two items for discussion/clarity, not approval:
• Membership survey focus/goal (can this be collected via Google doc—YES)
• General marketing plan (could help us clarify action items; does core need such a thing?; should we create a task force (seems like low-hanging fruit, branding analysis, uniform look and tone; what are budget implications after we pay the consultant?); special projects proposal: YES, move forward.

NB: Michael rotating off as chair; new chair should be Core member.

Budget Requests:
• $200 for door prizes APPROVED
• $850 for design and printing of POD membership brochure APPROVED

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Budget Requests:
*with the request that fundage is spent in an inclusive spirit, consistent with pod values, not just for karaoke ($3000 for celebration, total).

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Proposal: item for discussion:
- Panel proposal for 2015 conference: withdrawn to be submitted as regular session

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*Research Committee: no report*

*Grants Committee*

Budget Request:
- $12000 for grants: APPROVED

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*Innovation Award*

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SHELVED:
SIG Process Update Plank
Donations and Bequests ad hoc Wright
Japan Project Ahrens

Make Spring Core meetings 1.5 days like fall Core?

PARKING LOT
Membership Committee survey priorities clarification via Google

Ad Hoc Task Force re: branding/marketing proposal to work with Membership Committee, ECRC, Diversity Committee, PDC, and Outreach (Natasha now to chair)
Conference plenary: formally limit to one?
TIA Editor Ex Officio Core Membership

Ad hoc committee on partnerships (not just corporate): make this a subcommittee of Outreach or Membership?

PDC: marketing and accessibility

LinkedIn: keep? eliminate?

Policy & philosophy for non-presidential travel requests

"Curriculum map" for rewards and recognition

How do we spend money over time? What are the trends as mapped on to the Strategic Plan?