**MC Division Board Meeting Minutes**

**March 9th , 2024 at 10:00 a.m. EST.**

1. **Overview:** The MC Division Board met via Zoom conference with the Division Chair Shola

Ajiboye presiding

1. **Attendees**

Shola Ajiboye, Division Chair

Pierre El Haddad, Representative at Large

Marc Bonnet, Past Chair

Ivory Simms, Representative at Large

Jeremy Salmeron, Program Chair

David Szabla, Scholar In Residence

Carole Bousquet, PDW Chair

Kurt Motamedi, Past Chair

James Childre Jr., Representative at Large

Donna Ogle, Representative at Large

Rickie Moore, Treasurer

Absent with Prior Excuse

Eric Sanders, Historian

David Williamson, Representative at Large

**Agenda**

Welcome

Review of minutes of the February meeting

Division Chair report\*

Program Chair report

PDW Chair report

Treasurer's report

Other matters arising

\*Included a discussion of the marketing and communication committee\*

**Welcome**

Meeting began at 10:10 a.m.

1. **Division Chair Report**
* The second interim report to DIGR was reported. DIGR will meet at the end of March, we will hear a response from them in April. Shola thanked everyone for their input on the interim report and the constitution.
	+ AOM will arrange for the constitution to be voted by the general MC membership. They will share the previous constitution and the amendments to be made on the current proposed constitution. Voting will be live from April 14th through the 20th.  Members will have 30 days to vote. We need at least 10% of our membership to vote yes and approve of the new constitution.
	+ Ivory asked if we have access to the email addresses of the general membership or if a membership listserv exists. Shola stated we do not have direct access to the email addresses of MC members. AOM instituted this to protect the integrity of members information. In order to communicate directly to our members.
	+ Ivory asked how do we engage in this process so we can communicate important messaging to our membership. Shola responded it is the responsibility of the marketing and communication committee. He stated if the committee is not functioning how we want it to, we need to make a decision. Shola stated he offered a communication template as to the duties the committee should be working on for the division. He stated we now must have a conversation if the committee is effective enough to perform the proposed duties. The report we submitted to DIGR included assigned tasks that the marketing and communication committee would complete. Shola stated that communication messages that require membership listserv must first be developed then submitted to AOM for distribution to the general membership as a rule of AOM.
	+ Ivory thanked Shola for sharing the information and process of communication distribution to the MC membership. Pierre asked about the procedure to send messages to the general membership. Shola stated that messages must be prepared in advance and then submitted to a specific division in AOM. The prepared messages will be screened, approved, then sent by the department within AOM to our general membership. Shola stated that the messages sent on AOM Connect are moderated, then released. He stated the AOM governance ask each division for the names of the moderators of AOM Connect at the beginning of the season. The marketing and communication committee is supposed to be the voice of the division.
	+ Carole thanked Shola for sharing the information on the process of communication within the division. She stated that currently Ivory and Pierre has been assisting with continuing to drive the marketing and communication committee forward. She stated the committee has had two meetings and it is hard to determine if the committee has been effective or not since the committee was defunct for two years prior. Carole stated that the current small team of marketing and communication members has created a lot of action in a short amount of time. Carole reiterated that right now we need access to the right tools to execute messaging to the MC members. Carole requested if the current communication team can have a meeting with Shola to discuss further steps.
	+ Shola stated he would like for all original members of the communication team to be present at the meeting, including David W. and Donna. Ivory stated that David W. sent a message to the committee stating he had to step away from his duties from his duties serving as Chair of the marketing and communication team. Hence, Carole and Pierre and herself stepped forward to continue to drive the steering of the committee. Donna stated she was still interested in being active in the communication committee.
	+ Shola reminded everyone that we are volunteers and our actions do not reflect our competency and he thanked the efforts of those who have stepped in to drive the communication team forward. Jeremey stated that we have current communications that are imperative to send to the general membership. He has doubts about who is currently heading the committee as he is not clear on who to collaborate with regarding messaging for the AOM conference program events.
	+ Shola stated that David W. and himself currently are listed as the moderators of AOM Connect. He said to make current adjustments, he will have to go back to AOM and report the additional names. Marc stated that we currently have risk of only reaching 100 votes. He stated we should send reminders to our personal networks to remind them of the approaching voting period. In the past the academy only allowed the division to send two reminders to the general membership regarding voting. He said AOM Connect and LinkedIn might not be suffice. Not reaching the threshold to approve the new constitution might be detrimental to our image.
	+ Carole reminded all executive members that we scheduled an informational session on March 15th and invited all members via LinkedIn and AOM Connect to attend to learn about our upcoming constitution vote and hear feedback from them.

1. **Program Chair Report**
* Jeremey thanked the associate reviewers for their help and providing time to review additional submissions. He is currently under embargo until March 15th from AOM governance to share any information with regard to the conference program. He stated he has received 38 papers that may be accepted for presentation at the conference. He now has to work on the distinguished speaker sessions and booking the conference rooms. He advised all executive members to book their hotel now instead of waiting until later. Donna asked how many papers were submitted all together. Jeremey reported 76 papers were submitted only 38 will be accepted into the conference. He said currently we are looking at a total of 42 MC sessions at the conference.
* Shola stated that he proposal for the MC legacy session however, it was not approved by AOM. He asked if there is something else we could potentially plan during the conference to provide room for the legacy committee to present.
	+ Marc stated the legacy committee could potentially provide special remarks during the conference. Kurt stated we could have an informal gathering on our own. Jeremey stated he can reserve a conference room for the event. Rickie suggested we could potentially have a breakfast. Jeremey stated we could potentially schedule it at the beginning of the conference in the evening to combine a networking session for the general members and the legacy members. This could be a welcoming event for new members.
	+ Carole stated she has to meet with Jeremy to draft the program. Marc reminded everyone that there is a booklet of the MC participants stating the achievements of the MC and it can be disseminated to the general membership. Kurt asked when are we planning the Members and Friends Dinner. Jeremy stated it may be on Sunday and we could schedule the legacy session right before the Members and Friends dinner. Carole stated the Doctoral Consortium will be on Sunday morning. We need to consider the scheduling of events and also people like to utilize Sunday to take a break and tour the city.

1. **PDW Chair Report**
* Carole reported we received 18 PDWs and 14 were accepted. The PDWs were reviewed by two people from the division, Michael K. and Raphael. We have 14 PDW host from the MC division and 20 PDW co-host from other divisions. She is happy with this, as it will provide more visibility from our division.
1. **Treasure’s Report**
* Rickie reported there are no changes we are still in great standing we have $29,200 in our account. He stated the only funds that will be spent is for the new logos. He is still waiting to receive the molds from David W. so he can send them to the engravers and pay them to make the molds with the new logos. Carole emailed Rickie a copy of the new logos.
1. **Other Matter’s Rising**
* David S. reported on his learning lab for April 10th. He will send an email out to everyone participating. He stated David W. did a phenomenal job advertising the learning lab. He asked if he should send the information to Ivory to communicate messaging. Ivory responded sure she will assist in communicating the messaging for the lab.
* Pierre commented on David S. awesome work he performed on the MC journal proposal draft. David S. stated he drafted a proposal for the MC journal and stated it is at the stage to receive feedback from other members within the division. He wanted to know if we should have a session at the conference in Chicago about the journal proposal. It is a big endeavor and getting someone to lead it over the years.
* Pierre stated that the journal draft was submitted to Shola for review to distribute to the executive board for review. Shola stated he wanted to wait on introducing the journal according to feedback received from AOM. He stated that AOM has to sanction our journal. AOM governance suggested we placed the MC journal on the back burner until we address our issues at hand and receive our reinstatement. He would like to continue working on the draft of the journal. Pierre asked if we have a custodian on record to keep a copy of our files. Shola stated that is the role of the historian.
* Pierre also moved a request to make a decision about the communication committee right now. He also addressed the informational session that was scheduled yesterday and it did not take place. He wanted to know how do we address the situation. Shola stated that if we re-purpose the marketing and communication committee, it cannot be led by an executive member of the committee. Ivory volunteered to chair the marketing and communication committee.

**Shola thanked everyone for their attendance, the board will convene again April 13th**