**MC Division Board Meeting Minutes**

**February 10th , 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

Absent with Prior Excuse

Rickie Moore, Treasurer

Eric Sanders, Historian

**Agenda**

Welcome

Review of January 2024 minutes

Domain Statement Update

Constitution revision and voting update

Second report due to DIGR, March 1

Treasurer’s Report

Program Report

PDW Report

Other Matters Rising

\*The order of items and topics discussed during the meeting changed due to technical difficulties\*

**Welcome**

Meeting began at 10:05 a.m.

1. **Review and approval of January Minutes**
* The committee reviewed the minutes and approved.

1. **Scholar In Residence Report**
* David S. reported that he is planning a consulting lab within the next few weeks. Jeremey suggested to reach a wider audience, we can post the information on Linked-In.

1. **Domain Statement**
* Shola thanked Marc B. and others that worked on updating the domain statement. The updated statement to DIGR by Tuesday. He reported DIGR will like for the division to make small modifications.
1. **Constitution Revision and Voting Update**
* Shola reported the status of the current draft constitution and was concerned about the amount of time we have been spending on finalizing the constitution. The AOM governance is comfortable with the current draft condition. Shola stated we have to move forward with the constitution as we are reaching the deadline dates for the general membership to vote on the new constitution.
	+ If we do not move forward with the new updated constitution, it will affect DIGR’s final decision without probationary period.
	+ We have to approve on our new constitution by April. Our old constitution does not reflect our current election process.
	+ We need to make sure quality time on the process and procedures of the division. Shola requested the executive board members to review the constitution one more time and send him final edits by next week.
	+ 15% of our general membership must agree on our new constitution in order for it to be approved, which is roughly around 150 members. This must be done by April.
		- Carole requested the specific dates in April so the communication team can plan messaging to the general leadership. Shola stated the new constitution must be voted and approved by the general membership by the middle of April.
	+ Any conditions of the new constitution we find that may not be suitable for the division, we can add amendments.
	+ Jeremy asked Shola how soon does he needs updates from the executive committee.
		- Shola stated that his next step is to compare the old and new constitution and explain why the specific edits were addressed. Afterward, the both constitutions will be submitted to AOM governance and they will set-up the voting mechanism for the general membership to review and vote.
		- Jeremy inquired if the MC executive board should review one more time and agree on the revised constitution. Shola agreed and reiterated that the general membership must approve the revised constitution by voting.
		- Carole requested the specific dates for the Marketing & Communication team to begin communicating to the general membership about the upcoming voting for the constitution.
		- The executive committee agreed to review the revised constitution and provide updates to Shola by Friday, February 17th . Shola reported that AOM gives members 60 days to vote.
			* The progress report to DIGR is due March 1st.
			* Jeremy suggested we focus on the amendments for editing.

1. **Communication Team Update**
* Carole reported that the communications team, which includes herself, Pierre and Ivory are in the process of strategizing a communications plan.
* The team came up with the idea of having a twice a year “meet your leadership” session with the general membership.
1. **Second DIGR Report Due March 1st.**
* Shola reported the final one is due March 1st. He will make sure to disseminate the report to the executive committee. The report will include the health and wellness form of the division. This will be completed with the leadership team. He stated that the leadership team will have to meet in-between to make the deadline.
* Carole, Jeremy and Kurt will manage the completion of the health and wellness form. They will work on the form and submit it to Shola by February 26th .
1. **Treasurer’s Report**
* Shola reported on Rickie’s behalf, we have not spent any money.
1. **PDW Report**
* Jeremy reported we are still currently reviewing papers. He is currently nominating 10 associate editors for the final review of our submissions. He stated we may receive extra papers to review, the extended date for reviewing papers is February 22nd.
* We officially have 2 months to decide about the MC friends and family dinner. He will connect with Kurt and Shola regarding a speaker for the event.
* Carole reported she is currently still reviewing and she is happy about the PDW submissions.
	+ Jeremy reported Carole is currently documenting the PDW practices.
1. **Other Matters Arising**
* Shola report that the next few weeks will be business for the leadership. Shola asked for Carole, Donna, Pierre, David S. and Ivory to step up and continue the work of the Marketing and Communications Team, as David W. is no longer available to lead the committee.
* The symposium with the IMC will continue to move forward. Shola stated we will receive information from him. The symposium will take place June 13th-14th. He asked for Jeremy to develop messaging around the event as the MC is the co-sponsor of the event.
	+ Jeremy stated in terms of sponsorship we must specify for approval to Lucy Wear to utilize AOM connect to market the additional conferences.
	+ Carole stated we would like to have additional content for the marketing and communications team to disseminate to the general membership.
		- Pierre reported he has the template Shola submitted to the marketing and communications team.
* Pierre reported regarding RISE trademark agreement, he is waiting for a response from AOM. He would like to start promoting RISE conference.
	+ Shola agreed that Pierre should move forward with advertising the conference.
* Shola stated that every week the MC be sending communications. He stated that Ivory has volunteered to run the MC digital newsletter.
* Shola asked the status of the Chicago team. Jeremy reported, Donna and Eric will definitely be part of the team.
* Shola reported that the legacy team caucus session was not accepted. Shola would like to know what can we do as a committee something creative for the legacy team in the program for AOM 2024 conference.
	+ Marc reported possible having the legacy team discussion right before the caucus team.
	+ Jeremy stated we could incorporate a legacy team discussion into the Doctoral Consortium.
	+ Shola stated we could turn it into an educational event.
	+ Jeremy stated he would also like to include an official recognition from the reviewers. He will reach out to some members to assist him with the awards. The following awards will be:
		- Best Paper for MC
		- Best Doctoral Paper for MC
* Shola asked David S. and Pierre when they could sit down with the journal again. David S. stated he sent a proposal out to Shola earlier in the week.
* David stated we need to address the information age publishing award.

**Shola thanked everyone for their attendance, the board will convene again March 9th**