

Executive Meeting Notes

Date: Feb. 16, 2022

Time: 12:00 Noon

A. Welcome and Approval of Minutes Antone Aboud approved, and Jeffrey Warner second.

B. Announcements

The new format was discussed, and others agreed the in-depth, deep-dive was well received. Also, in addition the sponsors all confirmed they would attend one of the meetings as Kelly Austin did today and provide information to CAL. They are all scheduled. We may have to revisit our Covid protocols again in the future and the information Clayton shared today was very impactful.

C. Discussion from Committee Leaders

Hedrick, Chuck Gregg: Kelly Austin will do the opening and Yvonne G will do the closing. We have Whova training scheduled, and the keynote contract is getting confirmed.

Survey Update: Antone Aboud said they focus groups first meeting is to address networking and how to improve it. Fifteen students attending. The goal is to come up with actionable ideas. Will set up subsequent events.

AEC: Bidy is going to do a proposal.

D. Announcements/Concerns for the group:

Brian Redman: Hendrick award, asked about the sponsor dinner where do we want to go with it since we are virtual again this year. The other item is election season. Chuck thinks a dinner, perhaps the week before would be nice. Kelly W. is worried about others traveling up for only a dinner. Considering costs, travel, etc., we may want to consider a virtual event. Virtual would be more inclusive. We can do a survey to check on interest on a May virtual event. Brian said the options can be during a lunch hour or evening.

E. Budget Review

Budget is fine. Conf. & Institutes dropped a bit, so that is helpful. Once the conference is over we can post financials. Kelly investigated the costs of having a web staff member attend our meetings as a way to spark improvements to our CAL web site. The costs would be around \$1000-\$1200 per year. There were NO objections. All approved. Kelly will add this to the annual budget moving forward. Brian indicated the web staff is very good.

F. Election

We will need a Chair Elect and Secretary for next year. We can take nominations now. The past chair conducts the elections, and Brian indicated that we ask several candidates for each position for their interest in serving. If any exec committee knows of anyone who may be interested, feel free to send them to Brian. A brief discussion was held, and Brian will send out information soon. Chancellor and DAAs may be a good target group for potential members.

G. Adjournment 12:40pm