

Minutes of WSKW Executive Committee Meeting

5/5/2020, 10-11:40 am

Members in attendance: Bethany Shifflett, Jeff Bernard, John McChesney, Lee Ann Wiggin, Jennifer Sherwood, Seung Ho Chang, Andrea Ednie, Cathy Inouye, Gong Chen, Gioella Chaparro (recorder)

- 1) Approval of 11/19/19 ExCom meeting minutes- No objections; passed
- 2) Election Results
 - a. Karen Hostetter -At large representative
 - b. Jennifer Sherwood - President elect
- 3) Nominations – for young scholar coordinator
 - a. One received so far: Andrea Ednie
 - b. deadline for additional nominations is midnight tonight
- 4) 2020 Conference
 - a. Process Oriented Guided Inquiry Learning (POGIL) Workshop (John)
 - i. Innovative teaching technique with interactive technique
 - ii. After review of all submissions, can consider extending his workshop time to 100 minutes
 - b. Calendar, communication through July (Bethany)
 - i. Discussed cut-off date for canceling/changing conference
 1. Cut-off date – June ExCom meeting
 2. Discussed online option
 - a. 4 hosts with a co-host for each room.
URL 1 sent in program after registration/payment confirmed
 - i. Are we not associated with Cal State East Bay anymore?
 - b. Trial run planned after John does research with his IT department
 3. Discussed Young Scholar submission deadline
 - a. June deadline
 - i. Motion to delay Young scholar submission deadline from June 15th to July 1st, passed
 - b. July 15th feedback
 - c. Update on hotel (Cathy, Bethany)
 - i. Website for registration created
 1. Suggest that at August ExCom meeting we make all decisions regarding in person/online so hotel can be notified if we need to cancel
 2. Double check that no financial cost if cancel arrangements (Cathy)
 - d. Update on conference center (Jennifer)

- i. No financial obligations since CSU East Bay sponsoring the conference (no fees)
 - e. Update on young scholar nominations (Jennifer)
 - i. Has received inquiries about extending deadline
 - ii. Asked ExCom members for help with reviews
 - f. Update on program planning (John)
 - i. Schedule another Ex Com Meeting in 1 month (1st wk of June) to make a decision related to format – in person or online, and to get details from John on how to run the conference if online.
 - g. Update on student session planning (Guillermo)
 - i. For NASM we paid the \$500 fee and the last update was that we received the CEU approved provider status. No other updates since then. As for the students presentations, the suggestion was made to run the presentation format the same as the previous conference which may change if conference goes online. This decision is TBD.
 - h. Update on student liaison and social media
 - i. Instagram/Facebook posting
 - ii. Encouraged all to like and share to gain more followers
 - iii. Lee Ann will send document with more information
 - iv. Members encouraged to send McKayla information for posting
- 5) Journal of Kinesiology & Wellness (Jeff)
- a. Web formatting dramatically changed from the past with all content now located at its own URL: <http://www.jkw.wskw.org/index.php/jkw/submission>
 - b. Contents within journal re-formatted including consistent new header/footer and both pdf and html versions available
 - c. Dr. Sharon Stoll selected to write the Massengale Paper for the upcoming volume of JKW
 - d. Editorial Board established
 - e. Motion to approve recommended adoption of a Creative Commons License and posting of information on our JKW website; approved.

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- 6) Operating code (Jeff and Bethany)
- a. Motion to approve the change (below) approved; no objections
 Operating code appendix change #7 for JKW editor as follows:
 Responsible for all aspects of the solicitation, review, and final decisions related to the invited Massengale papers.

New Business

- a) Mailchimp limits (Bethany)
 - a. We are currently near our limit (number of email contacts) for our free account with MailChimp. Two options
 - i. Monthly Fee, based on number of contacts, estimated at least \$30/month
 - ii. Pay as you go which is related to the number of contacts and number of emails. Estimate is we'd need at least 20,0000 'credits' which might amount to as much or more than the monthly fee.
 - b. Another possibility is establishing a separate free account for contacts beyond the MailChimp limit with a different tool – e.g., Constant Comment.
- b) Update on WSKW History paper(John)
 - a) Nothing to report; will provide an update at August ExCom meeting
- c) Do nominees for positions need to be WSKW members?
 - a. Consensus yes. Process would be to include in the call for nominations a note that it is preferred nominees are WSKW members but not required at this point.

Other comments