

Minutes of WSKW Executive Committee Meeting

7/15/2020, 11-12 pm

Members in attendance: Bethany Shifflett, Jeff Bernard, John McChesney, Lee Ann Wiggin, Jennifer Sherwood, Andrea Ednie, Cathy Inouye, Gioella Chaparro, Chris Gentry, Gong Chen, Guillermo Escalante, Seung Ho Chang

- I. Discussed nomination for Young Scholar Coordinator Position (First 5 minutes)
 - a. Young Scholar Coordinator Appointed for 2020-2023 term - Andrea Ednie
- II. Approval of May 2020 Minutes
 - a. Delayed to August 5th
- III. Approval of June 2020 Minutes
 - a. Delayed to August 5th
- IV. John
 - a. Faculty Submission Review- All abstracts have been accepted or accepted with revisions.
 - i. Suggestion made to send a deadline to authors for revisions. After deadline abstract will not be in the program.
 - ii. Need to schedule the posters.
 - b. Conference Updates
 - i. Poster Sessions
 1. 21 presentations total (including oral presentations, panel, and round table discussions). 5 faculty posters accepted.
 - a. Additional presentations from young scholar nominees will need to be worked into the schedule.
 2. Round table discussions could have discussion prompts with breakout rooms; authors will be consulted.
 3. Panel discussions will present and then take questions
 - a. Authors will be consulted for a change to 30 minutes
 4. John will continue to make edits to the schedule as Guillermo and Jennifer update who, when, and time to present.
 5. To make space for all young scholar nominees not selected but planning to present, John will confer with authors to see if the 6-50 minute faculty oral presentations could be 20/30 minutes instead.
 6. 17 total student posters, 2 student oral presentations
 - a. John and Guillermo will discuss/decide about inputting into virtual conference.
 - ii. Schedule – John will poll Executive Committee on options: Friday-Saturday; Thursday-Friday; Thursday-Friday-Saturday
- V. Jennifer
 - i. Young Scholar Submission Review
 1. Awardees selected
 - a. Gioella Chaparro; CSU Dominguez Hills
 - b. Zachary Zenko; CSU Bakersfield

VI. Guillermo

- a. 19 submissions reviewed; Two will be invited to do oral presentation instead of poster presentation
- b. Student Poster Session
 - i. Will speak with John

VII. Update on MailerLite (Bethany)

- i. Updated mailing list and subsequently moved all communications (including JKW) from mailChimp to MailerLite.

VIII. Late submission policy

- a. If there is room, John will notify potential presenter.

IX. Diversity Statement

- a. Lee Ann will work on a skeleton for the statement. ExCom will be invited to review/contribute. Distribute in the fall before the conference.

X. Other Comments or Updates

- a. Next meeting: August 5th 11am-12pm

Meeting adjourned: 12:15 pm