

Online Meeting of WSKW Executive Committee  
August 8, 2017  
Minutes

Members Present: Rob Carlson, Gong Chen, Cathy Inouye, Kim Knowlton, Kelly Johnson, Bethany Shifflett

Members Absent: Andrea Ednie, Ovande Furtado, Jane Shimon, Sharon Stoll, Lee Ann Wiggin, Soojin Yoo

1. Call to order – Meeting commenced at 10:05 am.
2. Approval of April 14, 2017 Minutes – Motion made by Chen, seconded by Carlson, approved as amended
3. Appendix B of the By-Laws needs to be updated to include the Dr. Robert Peavy; Outstanding Original Research Award (oral presentation) award in the listing of awards. Knowlton made the motion, and Inouye seconded the motion. Motion was approved.
4. The proposed submission form for the Student Original Research category needs to be modified to be in harmony with the current practice. Applicants will be judged for either an oral or poster presentation to be based on the evaluation of the reviewers. Inouye made the motion, and Johnson seconded the motion. Motion passed.
5. To standardize and make the review process for student proposals for awards more manageable, applicants will submit a proposal for the category they select. Reviewers will score the proposals and the top three abstracts for each category will be the award finalists in each category. Though all students will present, the three selected for each category will compete for top honors in that category. At least one award will be given in each category and each participant will receive a participating certificate the winners will receive special recognition with an award certificate in the category they presented.
6. Inouye reported that the conference program will be available shortly. Rooms and meals at the hotel are being finalized and will be similar to last year. No suggestions were made for menu offerings.
7. A Nominating Committee of Shifflett, Inouye and Heather have made the following progress:
  - President Elect (Andrea Ednie, UW Whitewater)
  - One at Large (Clay Robinson, Lewis-Clark College)
  - Archivist (Hosung So, CSU San Bernardino)
  - Secretary
  - Executive
8. Carlson suggested that we try to facilitate increased socializations among the members.

One consideration is the room size relative to the numbers of participants.

9. Hosung So has been asked to serve as International Liaison to expand the international participation in the conference. The title is designed to facilitate communication and recruitment activity.
10. Meeting adjourned at 11:00 am.