

Association for Science Teacher Education January 2023 Executive Committee Minutes

Salt Lake City, Utah

January 11, 2023

15:15 – 15:45 Mountain time

January 14, 2023

15:00 – 16:30 mountain time

Day One

Present: Rommel Miranda (President)
Debi Hanuscin (Past President)
Andrea Borowczak (President-Elect)
Kate Popejoy (Executive Director)
Senior Board Members:
Jerrid Kruse (Equity committee chair)
Judy Morrison (Communications committee chair)
Jenn Stark (Awards committee chair)

Meeting called to order by Rommel at 15:15. All welcomed.

Elections Committee motion to buy “I Voted” stickers for distribution at future conferences is approved unanimously. Kate will buy. Kate has talked with John Rhea (Director of Electronic Services) about getting the list of voters after elections are complete. Stickers and list will be given to registration desk staff to distribute. [Done]

Motion from Debi about how to apply for ASTE funding was approved. Kate will adapt Debi’s form and send to region and form chairs.

Limited discussion about 2024 conference in New Orleans, and about inviting other organizations’ presidents to attend, as SSMA did in Fall 2022.

Rommel thanks those rotating off for their service.

Meeting adjourned at 15:33.

Day Two

Present: Andrea Borowczak (President)
Rommel Miranda (Past-President)
Bill McComas (President-Elect)
Kate Popejoy (Executive Director)
Senior Board Members:
Xavier Fazio (Membership & Participation committee chair)
Corinne Lardy (Professional Development committee chair)

Joining via Zoom: Vanashri Nargund-Jossi (Publications committee chair)

Andrea brings meeting to order at 15:00 and welcomes attendees with a brief discussion of the role and work of the Executive Committee, which is primarily deciding on issues with an impact on ASTE budget.

Item 1: the Long Beach Westin proposal for the January 2025 conference (presented by Kate, with Corinne as local conference chair).

General discussion about rising costs for hotel rooms, along with food and beverage increases.

MOTION: Rommel moves that the proposal be accepted. Corinne seconds. PASSED UNANIMOUSLY.

Item 2: the Director of Electronic Services (DES) Call and contract

Current DES contract provides \$8K stipend, \$3K for online *Innovations* journal work, \$2500 for annual conference work, \$1K for the conference app, and up to \$1500 in travel costs for the conference. Annual cost of \$14,500 plus the travel. \$16K at most each year.

Some questions about process. By-laws do not require that paid positions be advertised. SOPs delineate the search process, but do not require that these positions be advertised if the current person wishes to continue.

Executive Committee would like to keep a flat rate for the new contract, with extra money only being provided for tasks beyond the regular scope of work.

It is noted that the work for the *Innovations* journal is no longer as extensive as in the beginning.

MOTION: Rommel moves that an all-inclusive three year contract for the DES with annual compensation of \$15K plus conference travel costs, with a provision for a cost of living allowance, be written as a job advertisement. Bill seconds. PASSED UNANIMOUSLY.

Bill, as President-Elect, serves as DES search committee chair. He will work with Rommel and Kate to write the announcement. Executive Committee will serve as search committee.

Item 3: Mid-year Board meeting travel

In past years, entire Board, along with Executive Director, Director of Electronic Services and Local Conference Chair, attended midyear Board meeting at site for the next annual conference. One of the highest expenses of the year, though provided a good team building experience. Need to scale back expenses.

MOTION: Rommel moves that the three members of the presidential team, Executive Director, Conference Program Committee Chair, Local Conference Chair, and Conference Program Coordinator attend the midyear Board meeting in person, with the remaining people joining via Zoom. Xavier seconds. PASSED UNANIMOUSLY.

Item 4: Travel cost alignment for presidential team affiliate travel

Amounts are not uniform for CSSP, NSTA and NTLs travel, and some are quite expensive.

MOTION: Bill moves that \$1800 be the limit on presidential affiliate travel. Corinne seconds. PASSED UNANIMOUSLY.

Meeting adjourned at 16:30.