

EAC Meeting Minutes
November 11, 2020
Zoom

The meeting was called to order at 9:04 am, at which time the group recited the opening prayer. Those in attendance were: Barb Atteln, Paula Bakula, Connie Diekman, JoAnn Donovan, Nancy English, Joan Falk, Maggie Fowler, Lucy Hahn, Joan Kelly, Wendi Valenti, and Mary Lee Walter.

Recording Secretary: Nancy English

The revised minutes that had previously been emailed were approved.

Treasurer's Report: Paula Bakula

As of October 31, the amount of money in the FCC coffers earmarked for the 2021 Award distribution is \$31,880.

Corresponding Secretary: Barb Atteln

Barb had sent one renewal acknowledgement to Susan Lenihan, one thinking-of-you card to Wendi Valenti, and one CSJ Prayer card to Nina Bryans.

Communications: Joan Falk

Joan explained that she had purposely distributed the newsletter before the Presidential election so as to not interfere with anything related to said election. She gave much credit to both Mary Lee and Barb Atteln, who had provided lots of assistance. Thanks to Joan for sending out the information (links) about the three articles that had appeared in the press highlighting FCC members. In that Fontbonne Marketing is currently being handled through an outside agency, Joan is unable to coordinate directly with them in terms of her media efforts.

Archives: Nancy English

Nancy had nothing to report

Awards Committee: Mary Lee Walter and Susan Lenihan

One of the negative comments that had been made regarding 2020's Award selection was a dislike of the inclusion of the document delineating the university goals. Mary Lee and Susan decided to honor that opinion and instead of including such a document, they have simply stated that Fontbonne's focus is on retention and recruitment. The Awards committee has worked at incorporating into their questions how the applicant plans to address both retention and recruitment. Joan Falk wondered if the virtual reality in which we are currently living should affect the kinds of awards we will be trying to fulfill. No one could provide any answer given the fluidity of the COVID situation.

There was a suggestion that all equipment purchased through FCC Grants be affixed with an FCC sticker or some type of label displaying our logo. Any person walking through the University should know when something has been donated using FCC funds. The comment was made that using the acronym FCC was not appropriate in that this should not be confused with the Federal Communications Commission. Susan Lenihan had sent a sample sticker to Joan Falk,

but Joan could not view the attachment. Maggie thanked Susan and Mary Lee for all of their work in bettering the awards process.

Bylaws: Barb Atteln

The bylaws have finally been approved by the membership and a completed copy is available on the FCC website. The next item to update will be the Policies and Procedures document. Barb pointed out three of the changes that need to be addressed:

- The reference to the *second modified list* should be removed.
- The current practice of having committee co-chairs should be addressed.
- The Past-President's newly granted EAC voting status should be acknowledged.

What followed was a discussion regarding decision making in EAC meetings. Should we make a point of how we should vote if consensus cannot be reached? In the bylaws it states that we will try for consensus and if that is not feasible, then we will vote. Connie suggested that items that affect future FCC movement should always be voted upon. She added that in other professional organizations with which she is affiliated, items that were to be decided by consensus were marked as that. She suggested that in light of current times, perhaps we should really document each item very carefully. JoAnn suggested that the problem may lie in the definition of consensus. The Policies and Procedures document currently states it is "collective opinion or general agreement following open discussion of the matter at hand". In that there has been disagreement in the past over the idea of consensus, JoAnn decided it would be helpful to delineate when a vote is required and when consensus is sufficient, and this delineation should be made clear in the agenda. Lucy emphasized the importance of setting forth clear guidelines in case of disagreement.

Events: Joan Kelly and Mary Grace

Joan had nothing to report.

Membership: Maggie Fowler and Lucy Hahn

Maggie announced Jane Link and Barb Stoer as two new FCC members. She has requested that EAC members forward the FCC newsletter to any possible prospective members, and to let Nancy English and herself know of any activity you may be doing to recruit. Joan Falk explained she had sent the last two newsletters to a friend, who was not yet ready to be considered for membership but was willing to donate money. Joan hopes she will eventually join but Joan was reluctant to share that information with Nancy and Maggie simply because she considers that to be a private correspondence between friends. Maggie agreed that in this case there is no need to share that information; she just does not want to duplicate efforts and thinks that if these recruitment activities are recorded, duplication would not occur. The Membership committee certainly does not want to curb any such efforts. Lucy has been contacting Fontbonne alumnae who live in the Boise area; she has shared the three articles distributed by Joan and is planning to follow up by sending a copy of the newsletters.

In order to reduce the time required to submit information that should already be on record, a suggestion was made that the membership renewal form sent to FCC members ask for changes only.

FCC Liaison: Wendi Valenti

Wendi explained that the University calendar had been somewhat altered because of the COVID virus. Students would be going home for the Thanksgiving holiday and would not return to campus until the beginning of the second semester (January 19, 2021). Fall 2020 final tests and student projects would be completed at home in early December. She reminded us of the Giving Tuesday Drive-Through event that had been scheduled for Tuesday, November 17; however, that event was later cancelled after this meeting had already occurred.

The next meeting is scheduled for January 13, 2021. Mary Lee suggested there be future discussion about new members' experience in FCC and what it meant to them – particularly for those whose memberships have come to fruition through the Zell Sponsorship Fund. In that this was originally intended to be a pilot program, Joan Kelly reminded us that it should be a priority for us to pull together some relevant questions in an effort to measure the efficacy of the program. "Interviews" would include the Chair, the member who was the sponsor, the new member herself, and Joan Kelly, who had been responsible for setting up the initial program.

JoAnn thanked everyone for the continued development of programs during what had evolved into a very difficult 2020. She added that if something pressing arose before our next meeting, she would contact us via email to convene for discussion.

The meeting was adjourned at 10:35 am.

Respectfully submitted by Nancy English, Recording Secretary.