**CADREI Executive Board Meeting**

**Carambola Restaurant at**

**Hilton Clearwater Resort and Spa**

**Clearwater, Florida**

**Minutes**

**10-12-19**

**7 p.m.**

Members Present:

Pamela Carroll, Past-President; University Central Florida

Michael Dantley, President-Elect; Miami University-Ohio

Andrew Daire, Treasurer; Virginia Commonwealth University

Gregg Garn, President; University of Oklahoma

Gladis Kersaint, Member-at-Large; University of Connecticut

Karen Riley, Secretary; University of Denver

Members Absent:

Laura Kohn-Wood, Member-at-Large; University of Miami- Florida

 Ming Li, Member-at-Large; Western Michigan University

Staff Present:

Jennifer Cricchio, Assistant to Gregg Garn; University of Oklahoma

Susan Greer, Assistant to Gregg Garn; University of Oklahoma

* **Elections**
	+ Dean Garn asked for two volunteers to be on the nominating committee to coordinate nominations for open positions on the executive board. Dean Karen Riley and Dean Andrew Daire volunteered.
* **Voting Process for New Member Institutions**
	+ The board discussed adding official wording in the “Policies and Procedures” for voting on new members institutions:
		- For an institution to be voted in as a full or affiliate member, majority ‘yes’ or ‘no’ votes will determine membership status.
		- “When there is not a clear vote or if the vote is within “one” or “two,” the board will arrange a conference call to discuss and determine the reasoning of votes.
* **Review Conference Agendas**
	+ Dean Garn requested board members to volunteer to “champion” a conference session for which they will be responsible for getting speakers to the podium and the presentations beginning on time. Board members signed up for sessions to “champion.”