

**SRFIDC Executive Committee Meeting**  
**October 10, 2002**  
**Atlanta, GA**

Attendees: Art Crawley (LSU), Karen Adsit (UTC), Jim Eison (USF), Peter Petschauer (ASU).  
Guests: Jessica Somers (UGA), Martha Wicker & Elisa (Clayton State), Dorothy Zinsmeister (UGA).

Absent: Hazel Harris (Furman)

Art Crawley called the meeting to order at 7:10 am over breakfast.

Discussion was held regarding the SRFIDC poster session to be displayed at the POD Resource Fair that evening. Art has a display and has brought photos, the conference notebook from last year and also printed out portions of the web pages for handouts.

Discussion ensued regarding promotion of the upcoming sharing conference in Morrow. We will include POD members from the southern region in our mailing. Consensus was reached that the opening luncheon, normally billed as the Newcomers Luncheon will be included as a part of the conference fee and be billed as the Opening Luncheon.

Night on the Town will be held on Sunday evening because of some of the options available. The banquet will be held on Monday evening. Clayton State has vans that can be used for transportation to the banquet.

The conference budget must also cover the Executive Committee rooms for Saturday evening. Members of the Executive Committee will make and confirm their own hotel rooms and pay their bills. These members will then submit a copy of the bill for Saturday evening to the SRFIDC treasurer for reimbursement. The Executive Committee should plan on meeting around 2:00 pm on the Saturday before the conference. SRFIDC will cover the cost of dinner for the Executive Committee that Saturday evening as well.

Dorothy mentioned that UGA is working on a proposal that every UGA campus would have a teaching/learning center. Dorothy would like to promote the SRFIDC meeting as their second, follow up event to help people get started on developing and implementing the centers.

Reminder: the theme of the 2003 sharing conference is Creating and Sustaining Teaching and Learning Centers.

Martha has planned and schedule "make it and take it" sessions so that participants can bring a packaged workshop to the conference and give them out to all participants. This will serve as the sharing roundtables. She is planning a "keynote" session on Sunday evening and on Monday. One possibility is Lynn Inlow (sp?) from Kennesaw State on conflict resolution. The sharing conference planning committee is planning both short and extended session times.

Discussion was held about the possibility of burning a CD will all of the session materials. This was eventually discarded as an option. It is too difficult to try to get everything before the meeting. Participants will be encouraged to bring CDs of their individual presentation/workshops for distribution.

Martha indicated that the registration package and materials will be ready for mailing at the end of October.

Mention was made of what membership fees now cover. The website and any/all publications (including the brochure) need to be updated to reflect those changes.

Jessica turned over the treasurer's files and information to Peter. The organization is in good fiscal health and the funds have been transferred to a bank in Boone.

Discussion of the proposed bylaws changes ensued. Individual memberships can't be advertised until the bylaw changes have been approved by the membership in March. In the meantime, individual members will be accepted by the Executive Committee on a case by case basis. We will also include a category for registration for the conference that is called a "paid conference participant." Karen will make the proposed changes and distribute those to the Executive Committee for review before distribution to the SRFIDC membership.

Alison Morrison Shetlar (U Central Florida) has volunteered to host the 2004 meeting in Orlando, FL; John Zubizarreta (Columbia College, SC) has also volunteered to host a sharing conference. Western Carolina has also expressed an interest. Members of the Executive Committee will follow up on these suggestions.

Art will compose a newsletter to go out to the membership before Thanksgiving. The newsletter should stress, the conference, upcoming bylaw changes proposed, and membership renewal.

The meeting was adjourned at 8:30 am.

#### Action Items:

Martha: Continue the great job of planning the 2003 Sharing Conference

Karen: Revise the bylaws and distribute a draft to the Executive Committee.

Art: Compose newsletter items. Karen will do the layout of the newsletter for distribution.