



The International Foreign Language Honor Society

Phi Sigma Iota

Member of the Association of College Honor Societies

www.phisigmaiota.org

Business Meeting of the Executive Committee December 6, 2017

The meeting convened at approximately 4:02 pm by conference call. The participants included members of the Executive Committee (Joan Marx, Mirna Trauger, Virginia Shen, Frederik Green, and Kristen Hetrick), along with the Administrative Director Roz Macken.

1. **Approval of the Minutes:** (moved by J. Marx, seconded by F. Green and passed unanimously)
*Minutes from the September meeting were unanimously approved with amendments.
2. **Administrative Director's Report:**
 - * R. Macken reported that voting has concluded for election. K. Hetrick was elected as executive secretary and F. Balmori as first vice president.
 - * F. Green was thanked for his service as first vice president and J. Marx will provide a letter as proof of his service for the last two years.
 - *Discussion of language requirements for linguistics majors.
 - *Discussion of questions for the ACHS conference sent by F. Balmori.
 - *Discussion of social media options for advisors.
 - *Discussion of possible advisor reception at a major conference, such as MLA or ACTFL.
 - *Discussion of website security.

The next meeting was confirmed for January 24, 2018 at 4 pm EST.

Motion to adjourn by V. Shen, seconded by F. Green. Passed unanimously. The meeting adjourned at 4:47 pm.

Respectfully submitted,

Kristen M. Hetrick
Executive Secretary

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