



The International Foreign Language Honor Society

Phi Sigma Iota

Member of the Association of College Honor Societies

[www.phisigmaiota.org](http://www.phisigmaiota.org)

## Minutes for the Business Meeting of the Executive Committee on May 7, 2020

1. Meeting convened 3:34 pm CST (F. Balmori)
2. Approval of the February minutes: K. Hetrick moved, H. Allen seconded, passed unanimously (3:37 pm)
3. Administrative director's report (R. Macken)
  - a. member institution inductions being conducted virtually or postponed to the Fall
  - b. R. Macken working from home, including shipping orders
  - c. search for Whitney's replacement continues
4. Approval of Luther College (Decorah, IA) chapter application: K. Hetrick moved, H. Allen seconded, passed unanimously (3:55 pm)
5. Scholarship committee: discussion of eligibility rules and application guidelines esp. re: graduate school (M. Trauger and R. Macken)
  - a. the committee has not awarded money to students asking for tuition help because the application does not ask for proof of need
  - b. could application guidelines be revised to require applicants to provide
    - i. proof of financial need and funds received from other entities for students requesting tuition aid
    - ii. a very specific itemized budget
  - c. R. Macken and F. Balmori will work on revised guidelines, to be placed on the PSI website, for next meeting
6. Annual business meeting in September 2020—in person or virtual?
  - a. committee agrees to make it virtual
  - b. F. Balmori suggested that the schedule should be broken into smaller sessions, please send him suggestions regarding logistics
7. Report from ACHS 2020 (Baton Rouge) (F. Balmori) (4:16 pm)
  - a. next year's is Feb 11-13, 2021 in Little Rock, H. Allen considering attending
  - b. worth the time for the shared interests with other attendees
  - c. F. Balmori's most salient take-aways:
    - i. improve online presence/social media and digital storytelling, increase adviser and chapter participation
    - ii. we have discussed having a PSI conference, and now an online version seems more possible—to discuss next meeting
    - iii. best practices for society director in case of succession (handbook, history of the organization, password management, file storage, etc.)
8. Action Plan of the Executive Committee from February, 2020 meeting (F. Balmori)

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- a. Lifetime Membership: Lifetime membership redux: other organizations have found it successful, F. Balmori will work on wording for lifetime membership options for next meeting
  - Centennial Celebration 2022
  - Program Studies
  - Travel Funding for Conferences
  - Community Colleges Survey
  - PSI Online Conference
  - PSI transition: logistics, operations, etc.
  - Guidelines for initiations under Covid-19
- 9. Schedule next executive committee meeting: Sat Sept 19
- 10. Meeting adjourned (4:50 pm) (F. Balmori)