

 The International Foreign Language Honor Society

 Phi Sigma Iota

 Member of the Association of College Honor Societies

Minutes of the Executive Committee Meeting

on November 16, 2023

# Attendance

**Present:** Kajsa Larson (president), Cody Hanson (president elect), Kristen Hetrick (first vice president), Hildegard Rossoll (second vice president), Roz Macken (administrative director), and Pauline Lamine (incoming administrative director).

**Excused:** Heather Allen (secretary).

# Call to Order

The meeting was held over Zoom. President Kajsa Larson called it to order at 3:36 p.m.

# Approval of Minutes

A motion (Kristen/Cody) to approve the minutes of the September 16 meeting passed, as amended, unanimously.

# Administrative Director’s Report

The positions of First Vice President and Secretary will become vacant at the end of the year and need to be filled for the next two-year term. Pauline reported that no replies were received to the call for nominations she issued on October 9, 2023. As a next step, Pauline will reach out to chapter advisors individually, either with personal emails or by phone.

# ACHS Meeting Report

Kasja attended the ACHS online meeting on November 2, 2023. She reported that ACHS is raising the minimum GPA to 3.5 (general scholarship honors societies) or 3.3 (specialized honors societies, such as Phi Sigma Iota) for institutions that do not establish class ranking.

Phi Sigma Iota is currently requiring a minimum GPA of 3.3 for the initiation of undergrads and a GPA of 3.5 for graduate students. Hence, there is no need for us to appeal against the new ACHS requirement or to adjust our policies.

Still, to reinforce compliance at the chapter level, Cody suggested reminding faculty advisers of the 3.3 threshold.

# Upcoming ACHS Conference

The 2024 ACHS Annual Conference will take place February 1-3 in Knoxville, Tennessee. Cody is considering attending in person.

To increase Phi Sigma Iota’s visibility specifically with foreign language instructors, Kajsa suggested staffing an information table at venues like the ACTFL conference, the Kentucky Foreign Language Conference, or the Central States Foreign Language Conference.

# Phi Sigma Iota Virtual Conference

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|  | **Delivery:** Roz suggested that the conference be held as a webinar. The webinar format implies that microphones are automatically muted, and videos turned off. She presented the price structure for various Zoom plans. The basic Zoom Business Plan accommodates up to 199 participants. Phi Sigma Iota has 160 active chapters. To keep the price down, Roz suggested one log-on per chapter; each chapter would meet in person and follow the streaming as a group. Kajsa, having consulted with the two keynote speakers, suggested that group gatherings should be recommended rather than required. The latter would cut down on the number of participants. Roz pointed out that the next-higher Zoom plan allows for a maximum of 300 registrations. Kristen suggested contacting the vendor to find out how much lead time they need for us to upgrade to the next level. Roz and Pauline will handle the Zoom vendor license.  |
|  | **Registration fee:** No registration fee will be charged. |
|  | **Registration process:** Kajsa suggested handling the registration process through Qualtrics. After submitting their RSVP in Qualtrics, members will automatically receive a confirmation with the Zoom link for the webinar.  |
|  | **Poster:** Pauline volunteered to create a poster to advertise the webinar.  |
|  | **Webinar title:** Phi Sigma Iota Member Conference |
|  | **Date and time:** The webinar will be held on Saturday, February 24, 2024. It will take place at 1 p.m. EST to be accessible for members in the Western time zone.Kajsa will contact the two keynote speakers to confirm their availability.  |
|  | **Keynote speakers:** The two keynote speakers will be Yun J. Kim (Emory University) and Cindy Crowe (University of Evansville). Both talks will address the question: Why is it important to study a foreign language? |
|  | **Student presentations**, consisting of brief prerecorded videos (about 3-5 minutes in length), would be given by recent scholarship recipients. There may be two or three of these. Pauline pointed out the potential difficulty of reaching members after they have graduated; the national board of Phi Sigma Iota only has their university email addresses.The student presentations are to be preceded by an introduction to the scholarship program.  |
|  | **Length:** The anticipated length of the webinar is approximately one hour. |

# Adjournment

The meeting adjourned at approximately 5:00 p.m.

Respectfully submitted,

Hildegard Rossoll