

**CIT Online Board Meeting  
November 30, 2001  
Minutes**

**Present** (full meeting): Schreyer, Wells, Miner, Ball, Peterson, Julander, Kegl

**Present** (partial meeting): Rimmel, Tourville, Maroney

**Absent:** Moore, Winston, Garay

**I. AGENDA**

**1. CONVENTION COMMITTEE REPORT**

**Discussion:** report from Convention Committee (Tourville)

- Program chair is Risa Shaw
- Student Rep chair-Sarah Brannigan
- Entertainment: Angela Straity
- Parliamentarian: Deaf (no name provided)
- Donations: The Fundraising committee has begun soliciting contributors for donations and has secured \$5000 to date. If members of the Board have any suggestions for possible contributors please forward them to Todd Tourville <tttourville@stkate.edu>.
  
- Still needed: Technology/equipment chair
- Ideas for keynote speaker

These positions are appointed by the committee and not the CIT President. CIT policies, procedures and Bylaws will be followed to ensure fair and equitable selections and participation from the membership.

**Action/Deadline:** (No date) Send ideas for empty positions to Tourville.

**Discussion:** We need a budget proposal-this was sent but will be re-sent to the Board

**Action/Deadline:** (No date) Tourville will re-send line item budget proposal to the Board

**2. CONFLICT OF INTEREST POLICY**

**Discussion:** There were some changes suggested in the proposed wording, and it was recommended that the "Guidelines" be deleted or moved to an Appendix of some sort. Final wording of Principle 1 was changed to: Board, staff and committee members as well as contractors must have accountability to the CIT membership and be unconflicted in the implementation of their CIT duties that supersedes personal interest. (See Motion 01-21, Section III).

Discussion re: Guidelines was not completed.

**Action/Deadline:** No action until full discussion can be completed.

**3. SSR TRAINING**

**Discussion:** Wells posted a compilation of suggestions; will now post her intended actions based on the report.



1) Move that the CIT Editorial Committee post the CIT Proceedings to the web for the purpose of making them available for purchase, either by article and/or by full Proceedings, the cost not to exceed that of a hard copy of the Proceedings, and the cost of individual articles to be pro-rated. It is understood that CIT will retain all copyrights to the posted Proceedings.

2) Move that CIT adopt the "CIT Policy on the Use of Organizational publications and Information Sources" that was drafted and proposed by the Editorial Committee, as stated in the following:

CIT Policy on the Use of organizational publications and information sources:

The various publications and informational resources (e.g., newsletter, Proceedings, listserv, website) are provided for the use of the membership of the organization. The use of these resources is available to members for any purpose that serves the mission of CIT, as defined by the CIT Mission Statement.

CIT reserves the right to charge a fee for advertising in any of these resources as determined by the Board.

2. Newly approved Bylaws sent to the webmaster for posting on the website.
3. Editorial Committee has been sent the information about people interested in becoming Newsletter editors.
4. New Regional Representatives have been added to the discussion list. When should the outgoing members be removed?
5. October Minutes sent to the website.
6. Minutes for August, September, October sent to the Newsletter.
7. Address on "Permission to Copy" form changed to Marie Griffin.

### **III. MOTIONS**

01-21 (Rommel, Schreyer) Move that the wording of Principle #1 be changed to: Board, staff and committee members as well as contractors must have accountability to the CIT membership and be unconflicted in the implementation of their CIT duties that supersedes personal interest.

MSP

Respectfully submitted: Betsy Winston, Secretary