

MINUTES of Eastern Illinois University PSI CHI Executive Meeting

Meeting Date 03/30/2016

Call to order: An executive meeting of Psi Chi, was held in Physical Science building, Charleston, Illinois. The meeting convened at 6:00 pm.

Members not in attendance: Jenna Dietz (Fundraiser-elect)

Approval of minutes: Motion was made by Dr. Brito, and seconded to approve the minutes by Natalie Goodwin for the 03/30/16 meeting.

Announcements: The last coffee and cookies will be on Friday 4/8/16 in room 3121 at 1 pm. We will need to start setting up for coffee and cookies earlier due to there being no office administrator in the psychology department. The officer-elects for the next school year will now be attending the executive board meetings for the remainder of the semester.

Officers' reports:

President –

- Will e-mail Karianne Dvorak to see what is going on with the t-shirts. Hopefully we can have them by the next meeting on 4/6.
- Will announce that the banquet on 4/19 is mandatory for psi chi members to attend. If a member misses the banquet who has already missed two meetings they will become inactive and will not receive their cords.

Vice president –

- RSVPs for the banquet should be done by the end of the week and will be distributed next Tuesday or Wednesday. RSVPs will need to be turned in by 4/12 so we know how many people plan on attending the banquet one week before.
- Members will receive banquet invitations at the meeting next week on 4/6. Hopefully some members can turn in invitations that night after the meeting.
- Will talk to Dr. Allan and Dr. Hailemarium in person to distribute invitations to their graduate students.

Will also have someone contact psychology club to see if any members are interested in attending.

- Has been working on decorations for the banquet and will only be spending about \$50 on them.
- Anna Farris has been working on the playlist and will burn a CD for the banquet.
- There will be a PowerPoint on dreams shown at the banquet
- Will need to decide on a quote for the program
- The room for the banquet next year will need to be reserved no later than the week after the banquet this year on 4/19

Secretary –

- Announce on the message board that nominations for faculty of the year and student of the year are now closed. The nominations for faculty are: Dr. Addison, Dr. Bernas, Dr. Ahmed, and Dr. Nardi. The students are: Alli Dart, Moriah Sven, Natalie Goodwin, Anna Farris, and Quincy Knolhoff.
- Will need to clarify how many members were graduating this semester at the next meeting so we know how many cords need to be ordered. So far 18 members have signed-up so cords will cost about \$350.

Treasurer –

- Has names recorded for those who participated in the chocolate fundraiser.

Fundraising Chair –

- Hopefully Jenna Dietz (fundraiser-elect) can make it to the coffee and cookies on 4/8 so she can see what will need to be done for the events.

Advisor –

- Angie Roads is currently the office administrator in the psychology department from 2:30-4:30 until around 4/8. May need to stop by my office during office hours in order to check the psi chi mailboxes.

- Voted in the National elections so we can receive the model chapter award.
- Will need a list of graduating Psi Chi members for the banquet.
- Officer-elects will need to register as an RSO within the first month of the fall semester. Should also look at archives on the Psi Chi website for a schedule and minutes for meetings.
- A photo of the 8 members who were inducted in the fall will need to be taken at the next meeting.

New Business: The next meeting on 4/6 will consist of service night and voting on Psi Chi student of the year and faculty of the year. Members will also receive banquet invitations and hopefully t-shirts.

Adjournment: The meeting was adjourned at 6:40 pm.

Natalie Goodwin,
Psi Chi Secretary
03/30/16