



MORTAR BOARD

NATIONAL COLLEGE SENIOR HONOR SOCIETY

2024 SPECIAL NATIONAL CONFERENCE

January 28, 2024

Guide to Governance

ABOUT THE SPECIAL NATIONAL CONFERENCE

The Special National Conference (SNC) is a **virtual** conference that is held entirely by Zoom.

Your chapter must have at least one collegiate delegate present at the SNC. All other collegiate members and advisors are encouraged to attend. [Advance registration is encouraged](#), so the Zoom link can be sent to attending members and advisors.

During the SNC, chapter delegates meet virtually and share information. It is a wonderful opportunity to learn from other chapters and members, as well as national leaders.

As a student-governed society, **YOU** (the collegiate members) also conduct the business of the Society. Each chapter in good standing will have one voting delegate at the SNC. Voting will take place around issues of governance (the Bylaws). In addition, collegiate members will elect members of the National Council.

The SNC has been held since 2012, and the 2024 SNC will be the fourteenth virtual Special National Conference. Come prepared to share and listen!

Timeline

Sunday, January 28, 2024: Special National Conference is held

Sunday, January 28: Voting opens at end of SNC

Wednesday, January 31: Voting Closes at 11:59 p.m. Pacific

How to attend

The Special National Conference will be held via Zoom meeting on Sunday, January 28 from:

- 7 – 8:30 p.m. Eastern
- 6 – 7:30 p.m. Central
- 5 – 6:30 p.m. Mountain
- 4 – 5:30 p.m. Pacific
- 2 – 3:30 p.m. Hawaiian

The SNC will be hosted by the National Council, and the meeting will be conducted by National President Dr. Cassandra Lucas.



How to prepare

1. Put the SNC on your calendar and gather officers and advisor(s) to attend and confirm your attendance [here](#).
2. Read this *Guide to Governance* completely.
3. Review the National [Bylaws](#).
4. Review the candidates for election.
5. Prepare for questions you might like to ask or issues to raise.
6. Prepare some thoughts about how your chapter will flourish in the upcoming term.

7. Prepare to hear national updates about the Society, as well as committee reports from the following committees:
 - Standing Nominations Committee
 - Governance Committee
8. Make sure the chapter has no unpaid invoices so that your chapter will be eligible to vote.
9. The room will open 10 minutes prior to the start for networking and connecting.
10. A benefit of the Society is our national presence and connection to other members. Please prepare to leave your camera on and engage during the conversation.

Casting your chapter's ballot

After the SNC, your chapter will have three days to cast its one ballot. Each chapter eligible to vote may cast one vote. The highest officer registered from your chapter will be considered the official delegate. Voting will be conducted by electronic ballot using an online survey tool.

Voting opens on Sunday, January 28, 2024 during the SNC and closes on Wednesday, January 31, at 11:59 p.m. Pacific.

If your chapter fails to cast its ballot, the chapter's vote will be cast automatically in the affirmative. See the [Bylaws](#), Article XIII.

Eligibility to vote

To be eligible to vote on the issues raised at the SNC, a chapter must be in good standing. This includes having cleared accounts for any amount due in 2023. The National Office will reach out to you if your chapter's account is not cleared; the deadline to clear accounts is February 2, 2024.

Every chapter must attend the SNC.

Election guide

Electing the National Council

The Society's board of directors is called the National Council. It is composed of ten elected officers whose terms run for two years. Each year, Mortar Board's voting delegates are charged with the task of electing members to fill offices that will be vacated due to term expiration. At this SNC, three of the ten offices are up for election.

Responsibilities of National Officers

Generally, a member of the National Council should:

- Affirm the mission and Purpose of Mortar Board
- Establish and maintain a comprehensive set of policies and procedures that reflect the Society's governance
- Select the Mortar Board chief executive and review annually
- Accept fiduciary responsibility, approve and monitor the budget
- Promote the organization nationally, regionally and locally
- Contribute to the development of programs

Characteristics of qualified candidates

- Commitment to higher education and to the values of Mortar Board
- Computer literacy and skills to receive electronic communication
- Good communication skills--both verbal and written--and the ability to listen carefully
- Ability to evaluate, research, propose solutions and make decisions with a group
- Demonstrated leadership skills and the ability to work with and attract others to the cause
- Past or current service to Mortar Board, experience with fundraising, donors or volunteer service programs
- Service on other community or national boards

Duties of offices up for election this year (from the [Bylaws](#))

VICE PRESIDENT

Shall serve as liaison to the section coordinators and decide all proposals for dismissal from membership.

SECRETARY

Shall be responsible for working with the National President to set agendas for National Council meetings, maintaining accurate Minutes of each meeting of the National Council and of conferences, follow-up with National Council members on agreed upon action items, and ensuring that governing documents are accessible to members.

ALUMNI REPRESENTATIVE AT-LARGE

Serves as a liaison to alumni members and chapters.

SPECIAL NATIONAL CONFERENCE BUSINESS

Proposed amendments to the *Bylaws of Mortar Board, Inc.* for consideration by chapters in January 2024

AMENDMENT 1

Reference to "Section" in terms of geographic sections
Throughout the Bylaws, as applicable

Action Proposed:

Change "Section" to "Region."

Justification: The revisions will reflect the 2022 transition from 21 Sections to 6 Regions where the organization moved to a "Region Model" within Mortar Board. Additionally, this change will include updating "Section Coordinator" language to "Region Coordinators."

AMENDMENT 2

Article XIII

Amendments of Bylaws

Action Proposed:

Change the date(s) and add a second date for proposed Bylaws updates to provide an opportunity for recommendations for changes to the Bylaws and the chance for the Bylaws to be amended at a meeting of the delegates two times per year.

Justification: Currently, there is only one opportunity. Additionally, the date in the Bylaws for when recommendations must be received is October 15 for consideration by the Governance Committee and then a vote of the delegates (at the Special National Conference.) The proposed amendment will revise the submission date to 1 December for consideration at the Special National Conference.

Proposed New Language (in bold):

Article XIII Amendments of Bylaws. These Bylaws may be amended by a vote of two thirds, provided that advance notice has been given to delegates at least 20 days before a vote is taken. The lack of a vote constitutes an affirmative vote. **A proposed amendment must be submitted to the National Office on or before June 1 for consideration at the National Conference, or on or before December 1 for consideration at the Special National Conference. Any amendment submitted after June 1 but before December 1 shall be referred to the Governance Committee, or another appropriate committee, for consideration at the Special National Conference. Any amendment submitted after December 1 but before June 1 shall be referred to the Governance Committee, or another appropriate committee, for consideration at the National Conference. The purpose of this section shall be to provide for two opportunities for these Bylaws to be amended at a meeting of the delegates.**

AMENDMENT 3

Article XIII

Amendments of Bylaws

Action Proposed:

To change the outcome of “lack of a vote.”

Justification: At present, the lack of a vote constitutes an affirmative vote. The proposed change will make a lack of a vote to constitute an abstention and will align with Roberts Rules of Order which are the governance procedures presently used by Mortar Board.

Proposed New Language (in bold):

Article XIII AMENDMENT OF BYLAWS. These Bylaws may be amended by a vote of two thirds, provided that advance notice has been given to delegates at least 20 days before a vote is taken. ~~The lack of a vote constitutes an affirmative vote.~~ **The lack of a vote constitutes an abstention.**

AMENDMENT 4

Article IV

National Leadership Sections: 1.4, 1.7, 1.8, 1.11

Action Proposed:

Change in term for the Mortar Board Student Representative at-Large from a 2-year term to be a 1-year term to match the year of their collegiate membership.

Justification: Instead of two representatives serving alternating 2-year terms, the proposed change will result in two elected Mortar Board Student Representative at-Large annually at National Conference, each serving a 1-year term. The current 1st year Student

Representative at-Large will be exempt from this change and will still serve a full 2-year term. During the 2024-2025 year there will be 3 Student Representatives at-Large.

Proposed New Language:

Section 1.4. (B)

- Change one to two

Section 1.7

- Add an "s" to student representative

Section 1.8

- Change language around the runoff process, in bold.
Suggested changes in bold: Voting for National Council officers shall take place on a single ballot listing all offices to be elected. **In the election for student representative at large, the two candidates receiving the highest number of votes will be elected. If there is a tie that makes it unable to determine the top 2 vote recipients, a runoff between the tied candidates will be held.**

Section 1.11

- Change wording to reflect student representatives at-large are one year position. –
Suggested changes in bold: Each member of the National Council, **excluding the student representatives-at-large**, is elected for a two-year term that begins at the conclusion of the National Conference following their election. **In the case of the student representatives at-large, for a one-year term at the conclusion of the National Conference at which they were elected.** The National President, president-elect, and immediate past National President shall each serve one two-year term. **The student representatives at-large shall each serve one one-year term.** The vice president, secretary, treasurer, and alumni members at-large each may serve no more than two consecutive terms in any one office.

2023-2024 National Leadership

National Council

President: Cassandra Lucas (Purdue University, 1994)

President-elect: Nathan Cordle (The University of Alabama, 2011)

Vice President: Patience Whitworth (The Ohio State University, 2003)

Secretary: Aimee Abernathy (Queens University of Charlotte, 1996)

Treasurer: Bre'una Keeton (Washington State University, 2013)

Student Representative at-large: Makayla Johnson (North Dakota State University, 2019)

Student Representative at-large: Gabrielle Tessier (University of Hawaii at Manoa, 2023)

Alumni Representative at-large: Mohammed Hill (University of California, Berkeley, 1992)

Alumni Representative at-large: Wilson Chan (Purdue University, 1993)

Immediate Past President: Kathryn E. Chick (Hood College, 2006)

Foundation Representative: Barbara J. Arnold (The Pennsylvania State University, 1981)

Executive Director: Kirsten F. Fox (The Ohio State University, 1996)

National Foundation Board of Trustees

President: Barbara J. Arnold (The Pennsylvania State University, 1981)

Vice President: Karen S. Stiner (San Diego State University, 1987)

Secretary: Janet G. Farrington (University of Mississippi, 1964)

Treasurer: Craig Evers (The Ohio State University, 2001)

Trustee: Mary Ruth Carleton (University of California, Berkeley, 1969)

Trustee: Joni Comstock (Eastern Illinois University, 2016)

Trustee: L. Susan Doss (The University of Alabama, 1985)

Trustee: W. David Lasater (Ball State University, 1992)

Trustee: Laura C. Simic (University of Oregon, 1985)

Trustee: Bruce Ware (University of Mississippi, 1998)

Trustee *ex officio*: Cassandra Lucas (Purdue University, 1994)

Trustee *ex officio*: Bre'una Keeton (Washington State University, 2013)

Executive Director: Kirsten F. Fox (The Ohio State University, 1996)

Section Coordinators

Region 1: Vedant Kulkarni (Kansas State University, 2021)

Region 1: Brendan Wall (Illinois State University, 2018)

Region 2: Jaquilynn Huff (University of Wisconsin, Milwaukee, 2019)

Region 2: Anne Mascia (University of South Alabama, 2021)

Region 3: Robbie Kichak (University of Cincinnati, 2014)

Region 3: Alexa Murray (The Ohio State University, 2014)

Region 3: Kailee Weiker (Ohio Northern University, 2010)

Region 4: Jason Baker (The University of Nebraska at Kearney, 2020)

Region 4: Gabby Going (Eastern Illinois University, 2016)

Region 4: Caitlyn Kant (Illinois State University, 2021)

Region 5: Cadence Ciesielski (Kansas State University, 2021)

Region 5: McCaleb Hart (Texas Tech University, 2021)

Region 6: Kathryn Gabrielson (San Diego State University, 1992)

Region 6: Makayla Hall (Chapman University, 2020)

Region 6: Kailey Jerome (University of North Dakota, 2019)

National Office Staff

Executive Director: Kirsten F. Fox (The Ohio State University, 1996)

Director of Collegiate Success: Trish Maxwell

Director of Outreach and Engagement: Cara Lisenby (University of New Mexico, 2022)

Membership and Operations Manager: Ben Flox

Philanthropy Coordinator: Liz Cook

Social Media and Digital Content Creator: Julia Scharff (The Ohio State University, 2023)

Special Projects and Events Coordinator: Lexie Beer

2023 – 2024 Mortar Board Inc. Standing Committee Members

**Current collegiate students are eligible to serve on these committees.*

STANDING NOMINATIONS COMMITTEE

Kathryn E. Chick, Chair (Hood College, 2006)

Jenni Birch Szolwinski (Purdue University, 1993)

Lynn M. Hendrickson (The Pennsylvania State University, 2000)

Daniel Turner (Northern Illinois University, 1994)

National Office Representative: Kirsten F. Fox (The Ohio State University, 1996)

STANDING GOVERNANCE COMMITTEE

Kirsten Hawley, Chair (Miami University, 1996)

Myra Lynn Hanson (The University of Northern Colorado, 2011)

Makayla Johnson (North Dakota State University, 2019)

Kara Stogsdill (Illinois State University, 2023)

Brendan Wall (Illinois State University, 2018)

National Office Representative: Kirsten F. Fox (The Ohio State University, 1996)

STANDING COMMITTEE ON DIVERSITY, EQUITY, INCLUSION, AND BELONGING (DEI&B)

Candi Hironaka Pitts, Chair (Oregon State University, 1971)

Kathryn E. Chick (Hood College, 2006)

Gabby Going (Eastern Illinois University, 2016)

Bre'una Keeton (Washington State University, 2013)

Tamika Lovelace (San Diego State University, 2021)

Elizabeth Payton (Texas Tech University, 2023)

National Office Representative: Trish Maxwell

Candidates for National Council

The candidates for National Council slated by the Standing Nominations Committee:

Vice President

Dr. Patience Whitworth

The Ohio State University, 2003

Degree(s):

B.S. in Business Administration and M.A. in Higher Education and Student Affairs from The Ohio State University; Ph.D in Education Leadership and Policy from University of Vermont

Employment:

Associate Vice Provost for Student Success at Carnegie Mellon University

Service to Mortar Board:

- Vice President, 2022 – present
- Section Coordinator, 2018 – 2022
- MBAA Lifetime Member, 2014 – present
- Member of Columbus Alumni Chapter
- University of Vermont Chapter Advisor, 2014 – 2017
- Collegiate chapter president, The Ohio State University



Continued on the next page

Candidates for National Council continued

Secretary

Katie Verschelden
Kansas State University, 2002

Degree(s):
B.S. in Finance from Kansas State University; Juris Doctor from the University of Iowa

Employment:
Assistant General Counsel at Ensign-Bickford Industries

Service to Mortar Board:

- Section Coordinator, 2009 – 2016
- MBAA Charter Member
- National Foundation Fund Founder
- Collegiate chapter president, Kansas State University



Alumni Representative at-large

Leslie Ellis
Lenoir-Rhyne University, 2015

Degree(s):
B.A. in Multimedia Journalism/Broadcasting & Electronic Media and a Master's degree in Business Administration, Lenoir-Rhyne University.

Employment:
Assistant Director of Digital Strategy, NC State Athletics

Service to Mortar Board:

- Section Coordinator, 2017 – 2021
- Section Coordinator of the Year, 2020
- Branding Committee Chair, 2020 – 2021
- National Conference Presenter, 2019, 2020, 2021
- Awards Committee Member
- Conference Advisory Board, 2015 – 2016
- Collegiate chapter president, Lenoir-Rhyne University



Other business

Conference Advisory Board (CAB) call for interns

Mortar Board National Office is *now accepting applications* for current students (and recent graduates) to serve as Conference Advisory Board (CAB) Interns for the 2024 National Conference July 25-28, 2024 in Columbus, OH. CABS assist in the planning and execution of programming for the annual national conference. A CAB's term runs from the time of appointment through the completion of the conference. [Learn more and apply by March 15.](#)

Applications for Section Coordinators and other volunteer opportunities

Interested in serving as a Section Coordinator or in a national volunteer role? [See more information here.](#)

Upcoming events

February 11 – 17: Mortar Board Week

Monday 2/12:	Chapter Operations Session: Initiation Tips & Tricks
Tuesday 2/13:	MBAA Book Club DEI&B Open Meeting
Wednesday 2/14:	Affinity Group Launch Love Your Career: Career Connections Panel
Thursday 2/15:	Donor and Volunteer Appreciation Event
Friday 2/16:	Advisor Social with National Leaders
March 15:	Deadline for Fellowship Applications
Sunday, April 14:	National Virtual Initiation
May 15:	Deadline for Award Submissions & Chapter Annual Report deadline
Sunday, May 19:	National Virtual Initiation
TBD:	Collegiate Awards Ceremony
July 24 – July 28:	Mortar Board National Conference 2024 (Columbus, OH)

Plus, Chapter Operations Sessions, Advisor Meet-Ups, Career Connections, and more! [View all events.](#)

Graduation regalia

Beat the Rush! Order your official honor cord, medallion, or stole from the [Mortar Board Store.](#)

Thank you!

MORTAR BOARD STRATEGIC PLAN

Vision: To be scholars ... chosen for leadership ... committed to service ... united for equity

Transformational Imperatives

Emphasize the equity themes of Mortar Board's Purpose

Develop and advance the professional and personal skills of members

Engage members for life

2022-2023 Focus



MORTAR BOARD
NATIONAL COLLEGE SENIOR HONOR SOCIETY

Goals

Brand Mortar Board to promote Transformational Imperatives

.....

Achieve and maintain financial stability at all levels

.....

Incorporate values of diversity, equity and inclusion into every aspect of Mortar Board

.....

Ensure Mortar Board's Impact

Strategies

Create & celebrate our history

Increase collegiate membership

Use diversity, equity and inclusion as a foundation for programming

Implement effective advising models at every chapter

August 2022