

**College Reading and Learning Association  
Telephone Conference  
September 14, 1993**

**Members Present:** Jo-Ann Mullen, *President*; Tom Geir, *President-Elect*; Becky Johnen, *Past-President*; Rosa Hall, *Treasurer*; Nancy Moreland, *Secretary*.

**The meeting was called to order by Jo-Ann at 9:30 a.m.CDT.**

*Approval of Agenda*

1. Becky made the motion to approve the agenda. Seconded by Tom and passed by the Board

**AGENDA**

Becky Johnen - Update  
Tempe Radisson Holtel Contract  
Follow up on Job Descriptions  
Editor Search - CRLA Newsletter  
CAS - Teaching/Learning

*Update from Becky*

2. Becky informed the Board that she has made a change from Chemeketa to the Lebanon Campus of Harrisburg Community College. She will be Executive Dean for the Campus.  
Her new address:

Lebanon Campus  
Harrisburg Area C C  
731 Cumberland Street  
Lebanon, Penn. 17042  
717-270-4222

*Tempe Radisson Hotel Contract*

3. Jo-Ann reported the contract with the Radisson Hotel has been signed.

- Approval of Committee Reports* 4. The Board made blanket approval of the following committee reports presented and discussed in San Diego at the Summer Board Meeting:
- Secretary's Report
  - Past President's Report
  - Past President-Elect's Report
  - Conference Report
  - Site Committee Report
  - Martha Maxwell's Report

**Motion made by Tom, seconded  
Becky, and passed by Board.**

- Americans with Disabilities Act* 5. Nancy had a question concerning the wording for the policy. The Board Members decided to discuss in the next Conference Call. Jo-Ann will send copies of the policy to Board Members prior to the call.

- Job Descriptions* 6. Jo-Ann asked Nancy if all Job Descriptions had been updated since San Diego. Nancy replied that all had been updated, copies of updated Job Descriptions were sent to Jo-Ann and Tom. Rosa requested a copy of her Job Description. Nancy will send.

- Newsletter Editor Update* 7. Jo-Ann reported she had visited with Tom about continuing as Newsletter Editor. Tom indicated he might be interested in continuing for at least one more year, but would like to

possibly run for office. Tom Gier suggested incorporating the position of Associate Newsletter Editor for a transitioning period. The Board had a lengthy discussion concerning the positives and negatives. No decision was made. Jo-Ann will contact Tom concerning possibilities. She will pursue a search for a Newsletter Editor if needed. The Board suggested possible candidates. Jo-Ann suggested she might check with Rita Dunbar concerning the resource information that was collected last year. Becky suggested Jo-Ann contact Robin Bischoff for more possibilities.

- CAS: Teaching Learning Process* 8. No formal responses have been received thus far. Several Board Members have heard favorable responses from colleagues Becky suggested Becky Patterson be contacted as well as Kate Sandburg. Other suggestions from Rosa were for JoAnn Carter-Wells, Vince Orlando, and Pat Mulcahy-Ernt to examine the process.
- Balloting for Officers and Bylaws* 9. Jo-Ann indicated ballots would be coming out as scheduled.
- Joint Conference with NADE* 10. Becky reported that she had talked with Bertha about the Summer CRLA Board discussions. More discussions were made with Carlette by Jo-Ann. Concern still

exists about NADE making the necessary Registration fee reductions. Tom noted the CRLA Board has made a sincere effort to negotiate for the joint conference. He suggested we will have to await the results of the CRLA membership ballot.

*CRLA History, Incorporation*

11. Rosa needed information about CRLA history and the incorporation date. Jo-Ann suggested that she look at the CRLA brochure for historical information. Becky directed Nancy as to the location of the incorporation documents. Nancy will fax information to Rosa.

Rosa informed the Board that forms from Virginia and Colorado require signatures of the President, President Elect, and Secretary. Rosa will forward the forms.

*San Diego Conference Update*

12. Tom reported that Karen Lim is doing a fine job. He will send updated Conference Registration packets to Board members.

*Next Conference Call*

13. Jo-Ann announced that the next Conference Call will be October 12, 1993.

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The meeting was adjourned at 10:30  
a.m. CDT.

Respectfully Submitted,

Nancy Moreland

(These minutes were approved  
11-9-93.)

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Editor Search - CRLA Newsletter  
CAS - Teaching/Learning

**Motion to approve minutes made by Becky, seconded by Tom, passed by Board.**

*Update from Becky*

2. Becky informed the Board that she has made a change from Chemeketa to the Lebanon Campus of Harrisburg Community College. She will be Executive Dean for the Campus. ~~She reported that her new administration should be more supportive toward CRLA than Chemeteka.~~ Her new address:

*delete*

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Past President's Report  
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Conference Report  
Site Committee Report  
Martha Maxwell's Report

**Motion made by Tom, seconded by Becky, and passed by Board.**

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**The meeting was adjourned at 10:30 a.m. CDT.**

**Respectfully Submitted,**

**Nancy Moreland**

**(These minutes have not been approved. These minutes were written on the new Mac Powerbook.)**