

SICET 3rd Board Meeting Minutes

Time: August 3—August 21, 2006

Participants: Feng-Qi, Geping, Grace, Harrison, Hong, Leping, Shuyan, Steve, Youmei, Yuliang,

Meeting venue: Online

The agenda of the meeting

1. Reports to the Board from all Board members
2. Vote for the approval of the revision of the bylaw
3. Vote to Hazel's request for promoting Education Media International Journal to SICET members

Reports

Purpose of accomplishments report—to be reported to all SICET members at the SICET General Session of the AECT/SICET annual meeting in October.

Report from the President (Feng-Qi)

1. Revision of the bylaw.
Collaborating with Steve, Harrison, SICET Bylaw is revised and sent to the board to vote. The agreed revision will be presented to the SICET members at the 2006 AECT/SICET conference in Dallas.
2. Non-profit organization needs a long process. So it is on-going.
Feng-Qi requested all board members to vote the revised version of Bylaw and appreciated board members' job this year.

Report from the Vice President (Youmei Liu)

1. have updated conference website to inform board, members and potential participants about out upcoming convention.
2. have been keeping up with the progress of convention preparation with the help from AECT and SICET board members, attending conferencing, finishing the task for each stage, and updating board if needed.

(This year, AECT has renovated the whole conference submission portion of the site. The President-elect of AECT, Ward Gates, has organized conferencing for every stage we have been through, from proposal solicitation to convention, all together 10 stages, we are right now at the stage 8, almost there.)

Youmei thanked board members for the strong support.

Report from the Secretary, Hong Zhan

1. kept records of board meeting and online communication among board members
2. collected previous versions of SICET brochures and pamphlets
3. created last board meeting minutes
4. supported Vice President preparing SICET annual conference (reviewing proposals)

Hong apologized for the delayed newsletter. She planned to create a new issue which includes some information from this online board meeting.

Report from the Treasurer, Guoli Liang (not received yet)

Report from the Director of Research and Public Relationship, Harrison Hao Yang (not received yet)

Report from the Director of Membership, Yuliang Liu

1. sent inviting e-mails to eight very promising listserv and sent reminding e-mails for expiring members.
2. joined the summer China lecture group to recruit more possible members for SICET.
3. provided statistical information about SICET membership to our president Feng-Qi Lai regarding an incoming presentation at AECT in October.
4. After consulting with Guoli, we established a system to double check our membership information consistency. Yuliang Liu will update the SICET membership database immediately after he receives membership payment confirmation from Guoli Liang.
5. As for collecting membership outside the US, it was agreed that the regional directors will keep their regional members' membership fees and regularly report to Guoli Lang and Yuliang Liu.

Report from the Director of Technology, Shuyan Wang

1. conducted regular Website maintenance,
2. updated the contents when needed
3. recruited Web-design team member. (Only received one response: Maggie Hu)

(Shuyan planned to active the hyperlinks at the bottom of the site but she has not receive any comments or feedbacks since last meeting. So she hasn't done anything on that part. Shuyan requested feedback/comments from the board)

Report from the SICET Student Online Discussion Forum Facilitator (Grace Lin)

The discussion forum was not set up because people who are not currently paid members but were on our old listserv --- their contact information cannot be retrieved.

Grace's suggestions:

- at this point, there is no need to set up a separate listserv for people who we cannot contact. However, if in the future, we like to have a separate listserv for non-members to have a feel for our society, that is a different issue.
- In addition, while investigating this issue, I realized that SICET does not have a "real" listserv - the kind that users can sign up, received automatic confirmation, can sign themselves off, have web-based archives, etc. When having a real listserv becomes important, then the board can discuss this issue.

Report from IJTTL Editor-in-Chief (Leping Liu)

1. The journal has caught more attention in the field (thanks to
2. Yuliang, he has sent the journal url, call for papers, and call for reviewers to eight very promising listserv). We have received some queries from our potential authors, but the submissions are not IN yet. We will continue spreading the words out wherever applicable.
3. We still need more quality manuscripts. Right now, the editorial team is making great efforts to help the authors revise their manuscripts to meet the standards of the journal.
4. Two new editorial reviewers have joined the review board, and a third one will be on board after he receives his degree.
5. The current issue (vol.2, issue 1) will be online soon. Manuscripts for the second issue are sending out for review.
6. Other work proposed in previous report is still in the planning/preparation phase.
7. Need volunteers to work on the design of an interactive communication system between the authors and readers.

Leping thanked the support from the board and all SICET members.

Report from the Regional Director in China, Jihua Song (not received yet)

Report from the Associate Regional Director in China (Geping Liu)

1. Translated the brochure of SICET to Chinese, and then sent it to Board to check. Attachment is the brochure.

2. Printed 500 copies of the brochure, prepare to send some university and organization of educational technology.
3. Will Introduce SICET at the conference of Information Technology Education 2006 (in Chongqing, about 150 persons will attend). Distribute the brochure and AECT's

Report from the Regional Director in Hong Kong, Simon (not received yet)

Vote for the approval of the revision of the Bylaw

Eight of the board members voted "yes" (8-0-2) to the revision of the SICET bylaw. Eight are over the half of the Board members; therefore, the revision of the SICET bylaw is passed by the Board. The revised Bylaw will be sent to SICET members to vote.