

**Minutes of the SSSP Board of Directors Meeting
August 10, 2007, New York, New York**

1. The meeting was called to order by President Valerie Jenness.
2. Those present introduced themselves: Valerie Jenness, President, Nancy Naples, President-Elect; Claire Renzetti, Past-President, Keith Kilty, Vice President, Carrie Yang Costello, Vice President-Elect, David Rudy, Treasurer and Treasurer-Elect, JoAnn Miller, Secretary and Secretary-Elect, Wendy Simonds, Tracy Dietz, Carolyn Perrucci, John Galliher, and Michelle Janning, Board of Directors; Naomi Nichols and Melanie Carlson, Student Members, Board of Directors; Thomas C. Hood, Executive Officer, Michele Smith Koontz, Administrative Officer and Meeting Manager; Nancy Mezey, Chair, Council of Special Problems Divisions; Gray Cavender, Chair, Budget, Finance, and Audit Committee; Amy Wharton, Editor, *Social Problems*, Ken Kyle, Editor, *Social Problems Forum*, Gabriel Aquino, Chair, Permanent Organization and Strategic Planning Committee, Carol Brooks Gardner, Chair, Accessibility Committee, Lauren Sardi Ross, Retreat Report
3. The Agenda was revised for the purpose of including Tom Hood's Revision of the Executive Officer Report and for discussing a fellowship for international students. Gray Cavender also revised the 2007 budget. The revised agenda was accepted.

Gray Cavender presented the revised 2007 budget to reflect annual meeting dues and to include \$50,000 from the Gittler endowment. Tom Hood reminded the Board that it must establish the award to maintain the Gittler funds.

MOTION: THAT THE REVISED 2007 BUDGET BE ACCEPTED. SECONDED. PASSED.

4. Carol Brooks Gardner presented the Accessibility Committee Report. The Committee discussed the creation of a special problems division, the need for SSSP to communicate access, to ensure persons are not stigmatized, and the need for hotel selection that includes consulting with a center for independent living.

The report was received with thanks.

5. Valerie Jenness reported on the C. Wright Mills Committee for Hector Delgado. Ninety-five books were nominated and eight finalists were selected. Each author was congratulated by Dr. Delgado on behalf of the Committee. Sudhir Alladi Venkatesh, *OFF THE BOOKS: THE UNDERGROUND ECONOMY OF THE URBAN POOR* was selected as the winner of the 2006 C. Wright Mills Award. (Note: At the Awards Banquet, Sudhir offered to use some of his award money to buy all the Student Award Winners a congratulatory drink.)
6. Valerie Jenness reported on the Smigel Committee. Recipients of \$500 awards were: Richard Dello Buono, Chien-Juh Gu, and Anthony Iafrate.
7. Valerie Jenness reported on the Lee Founders Award Committee. Peter Conrad was selected as the winner of the award.

8. Valerie Jenness reported on the Lee Scholar-Activist Support Fund Committee. A total of eight persons received travel funds, ranging from \$475 to \$675.

9. Carolyn Perrucci reported on the Lee Student Support Fund Committee. A total of 44 applicants received awards, totaling \$7,500. The Committee urges the Board to revise the statement on the application to say that the typical award is around \$150 and the maximum award rarely exceeds \$600. A total of 38 persons requested meeting mentors.

MOTION: THAT THE WORDING ON THE APPLICATION INCLUDE PHRASING TO INDICATE THAT THE AWARD AMOUNTS DEPEND ON THE NUMBER OF APPLICATIONS RECEIVED. SECONDED. PASSED.

10. No action was taken on the Membership Committee's Report.

11. Gabriel Aquino reported on the Permanent Organization and Strategic Planning Committee's activities. The question of travel funds for the future Executive Officer was discussed, as was an additional half-time position for the Executive Office. Michele Koontz will write a job description for the half-time position. The Board discussed the role of the Executive Officer and the search process. One question raised was whether SSSP membership is required for the position. The Board suggests the following language in the ad for the Executive Officer: "... successful applicant will receive appropriate compensation ..." and concluded that the final language will be discussed at the following Board meeting.

The report was received with thanks.

12. No action was taken on the Racial/Ethnic Minority Graduate Scholarship Committee's Report.

13. No action was taken on the Social Action and Social Action Award Committee's Report.

14. No report was submitted from the Standards and Freedom of Research, Publication, and Teaching Committee.

15. Ken Kyle reported on the Ad Hoc Joseph B. Gittler Committee. Four key questions were considered: Who is eligible to receive the award? How often should it be given? When should it be presented? What type of scholarly contributions will be considered in determining the award? The Committee recommends modifying the language in the Lee Founders Award to determine eligibility to: The nominee must have been an active member of SSSP for at least three years. The award could be given out annually if a nominee merits the award. The award should be presented at the awards banquet. Scholarship on ethical solutions to social problems should guide the determination of the award.

An appendix to the report discusses various codes of ethics.

Following discussion by the Board, final criteria and nomination guidelines were distributed. In addition, the Board suggested that the administrator of the estate be informed that a committee has been appointed to determine the award winner.

MOTION: THE JOSEPH B. GITTLER AWARD BE GIVEN ANNUALLY TO THE SSSP MEMBER WHOSE SCHOLARSHIP OVER THE PRECEDING THREE OR MORE YEARS HAS MOST SIGNIFICANTLY PROMOTED ETHICAL SOLUTIONS TO SOCIAL PROBLEMS. BY *ETHICAL SOLUTIONS*, WE MEAN SCHOLARSHIP THAT PROMOTES AWARENESS AND/OR ACTIVISM TO INCREASE PUBLIC RECOGNITION THAT SOCIAL PROBLEMS AND SOCIAL INJUSTICES ARE ETHICAL ISSUES; OR SCHOLARSHIP THAT IDENTIFIES AND PROMOTES SOCIETAL LEVEL RESPONSES TO SOCIAL PROBLEMS AND INJUSTICES. BY *SCHOLARSHIP*, WE MEAN ACADEMIC WORK INCLUDING BOTH APPLIED RESEARCH (QUALITATIVE OR QUANTITATIVE RESEARCH) AND NORMATIVE WORK (E.G. ARGUMENTATIVE, HISTORICAL, PHILOSOPHICAL, TEXTUAL OR THEORETICAL ANALYSES). SECONDED. PASSED.

MOTION: THE COMMITTEE'S REPORT AS A WHOLE WAS APPROVED INCLUDING ITS PROCEDURAL RECOMMENDATIONS. (NOTE, THEY WILL BE ADDED TO THE OPERATIONS MANUAL).

16. JoAnn Miller updated the Justice 21 Report to indicate that 22 submissions have been received by the Committee.

17. Nancy Naples reported on the Retreat Planning Committee and the Retreat. Lauren Sardi Ross wrote the report in preparation for the retreat and traveled to New York for the meetings. The Retreat cost approximately \$20,000 and generated discussions based on historical contexts and recommendations that focused on (a) membership, (b) outreach, and (c) SSSP organization/the Executive Office. Notes from the Retreat are appended. The next step is to follow up the recommendations that the Retreat generated, using either an ad hoc or standing committee structure.

18. Nancy Mezey reported on concerns of the Special Problems Divisions. Two divisions did not make paper awards this year. Many divisions are strong, and members should be encouraged to participate at the division level. Some divisions raised the question: Should all sessions for a division be offered on the same day, following the ASA model? Session organizers complained that additional papers were added to their sessions by the Program Committee Chair (JoAnn Miller). The Division Chairs discussed issues surrounding the meetings at which persons for elected office are nominated and resolutions are introduced.

MOTION: THAT ANY RESOLUTION WHICH WILL BE INTRODUCED AT THE ANNUAL MEETING BE SUBMITTED TO THE VICE PRESIDENT TWO WEEKS PRIOR TO THE MEETING. SECONDED. PASSED.

19. There were no other committee reports.

20. Unfinished business from 2007 was the proposed dues structure, to be introduced at the Business Meeting, and voted on only if a quorum is declared.

The proposed dues structure was distributed. It shows 2007 dues, proposed 2008 dues, the amount of the increase, the number of members in each category, the 2007 and 2008 dues revenue, the approximate increase in revenue (percentage and dollar amounts), the amount of the 2007 subsidy for each category and the amount for the 2008 subsidy for each category.

Valerie Jenness noted that two categories of membership have been changed. \$85,000 and over is added, and first year employment after Ph.D. was removed.

MOTION: TO INCREASE THE STUDENT DUES FROM THE PROPOSED \$25 TO \$30. SECONDED. PASSED.

Tom Hood noted that students receive \$122 in SSSP services in exchange for the dues they pay. Claire Renzetti noted that the \$85,000 and over category will have a 55 percent increase in their dues. John Galliher suggested that the proposed dues structure be presented as is, at the Business Meeting, and allow the membership to introduce any changes from the floor.

MOTION: TO ACCEPT THE DUES STRUCTURE, THE CATEGORIES AND THE AMOUNTS PER CATEGORY. SECONDED. ACCEPTED.

MOTION: TO ADOPT THE DUES STRUCTURE, AS PRESENTED, AND ASK TOM HOOD TO INTRODUCE THE \$30 STUDENT DUES FROM THE FLOOR. SECONDED. ACCEPTED.

Valerie Jenness adjourned the 2006-2007 Board.

**Notes from SSSP Retreat
(S. Cheldelin, scribe)**

**Agenda
Wednesday, August 8, 2007**

**SSSP Retreat
Nancy Naples, Chair, Ad Hoc Retreat Committee
Sandra Cheldelin, Facilitator**

- 8:00 Breakfast**
- 8:20 Introductions and Overview/Purpose of Meeting**
- 8:40 Historical Context: Memories**
- 10:15 Current Issues: What have we learned from the survey and interviews? Format: roundtable discussion**
- 11:00 Report out from 4 roundtables results of discussion (spokesperson from group) and discussion of common themes.**
- 11:30 Reorganization of roundtable based on participants' interests
Appreciative Inquiry Exercise Assignment**
- 12:00 Lunch ~ Time to Socialize**
- 12:45 Ad-hoc groups meet to develop collective stories and create recommendations**
- 2:00 Reports from ad-hoc groups**
- 3:15 General discussion of reports; recommendations for changes**
- 4:00 Next steps: What does all this mean? What actions can be taken from these discussions?**
- 4:45 Wrap up and evaluation**
- 5:00 Cocktails and celebration**

Summary Report on the SSSP Board of Directors' Retreat

Recommendations ~ narrowed to 3 issues:

1. **Membership**
2. **Outreach**
3. **SSSP Organization/Executive Office**

1. **Membership Recommendations**

- Re: international increase: establish correspondence with scholars of foreign countries; identify key people/division on website/receive referrals; expand social networks. Outcome: understanding of that country's problems—could use forum/newsletter. Possible organizing a related organization there (\$?). Will need “monitoring”
- Need to develop networks of correspondence within local communities (e.g. context of school) Grants for local efforts to address local problems; SSSP members could help meet needs
- Interdisciplinary colloquia
- Bring this to annual meeting: session of social action award winners—describing their work—inviting practitioners to “respond” to the work [Note: open to members of community to participate without \$]
- Re: retention & membership – students influx/out flux. Work hard on a retention plan to keep students
- User's guide—how SSSP works—on website; inviting; feel easily get involved
- Racial/ethnic diversity issues: how to increase...
- Consider thematic meetings at various times/years focusing on specific issues
- Expanding membership; group of colleagues talking with each other
- Reduced fee for partnership organizations
- Membership drive: who, how many, where, focus on specific issues?

2. **Outreach Recommendations**

Things to do with website

- Factsheets listing social scholarship in areas of interest to us
- Experts list—members find areas of expertise to get names out there and make connections
- Links to other groups, websites, users so post our website
- Include sample papers from annual meeting, organized by division
- Perhaps send these out/publicize they are available
- Get our membership to links with SSSP members' own websites

Things to do with goodies

- Offer money/small grants to help practitioners to attend
- Offer these people visibility—on panels; media coverage
- Direct grants or released time payouts for social justice project—thematic or location based
- Bring minority scholarship winners back for reception/panel each year to increase their engagement (have them bring people)

- Additional minority scholar practice-based awards

Other

- Focus on “collaboration”—facilitating opportunities to meet regularly
- Help getting ideas “out there”: public affairs officer at SSSP
- Community liaison—translating what we do into the language of various practice areas
- Coordinate with other organizations to jointly sponsor a marketing person
- Put together practitioner-based panels—find them and get them
- Commitment on part of our membership is outreach
- We have SSSP at other organizations to increase our awareness

3. SSSP Organization/Executive Office Recommendations

Structure of the Office

- Whatever we need to do to get Michele to stay...
- The office is understaffed and would need .5 FTE permanent position staff position dealing with: membership services, webpage, connections with newsletter, etc.
- Question: is it sufficient to have electronic skills vs. someone more proactive?
- May need more professional type person—minimalist position with another person out-sourced taking SSSP to the world
- Perhaps a fundraiser could be added & paid by extra resources
 - Note: now—too much work for 1 person
 - Issue: University of Tenn. has been generous with SSSP—they have waived the overhead.

Nominations process for elected positions and committees

- Recommendation: 1 page form listing demographic information and why this person should be selected, etc.; improve the 2nd tier getting names; that form be on webpage and newsletter, etc. and ask each division chair to nominate people in their divisions

Specific Recommendations from 3 groups for Next Steps

Membership Ad-Hoc Group:

1. Create a way to respond to international contacts and inquiries by recruiting volunteers to be responsible for a specific country (issue?) and encourage continued contact.
2. Have a session for the social action award winner to fully discuss their program—have a practitioner respond; open to all the public; no registration required
3. Encourage all members to start continuing discussion groups on social problems in their local communities and/or schools; make these groups ethnically diverse
4. Develop system to track student and first time professional members specifically research the question of why they drop membership after one year
5. Ask the Budget, Finance and Audit Committee to explore cost benefit of reduce dues for members of other related organizations; prepare needed legislation (by-laws) (diversity issue here)

What needs to be added/considered:

Diversity issues need to be addressed in implementing these.

Outreach Ad-Hoc Group:

Re: Website

1. proposed .5 FTE should involve explicit web skills
2. website should be redesigned to be more interactive, more visual and more personal
3. experts list
4. factsheets and/or bulletins
5. links to other groups, websites and newsletter (and have them reciprocate)
6. divisional showcase (sample paper) from each annual meeting chosen by the chair of that division
7. users' guide to know how to have a SSSP career

Re: Incentives

1. money for community activists travel
2. for government, NGO, policy, and private research practitioners visibility and their own panel at the conference: big names to launch this!
3. money for grants or released time grants for members to work on social justice issues; report at the annual meeting (via panel or something)
4. bring minority scholarship award winners back annually for a panel and reception; have them sponsor someone(s)
5. a minority practitioner award
6. the appointment of a public affairs officer (elected position?) or community liaison to publicize our public policy research
7. SSSP panels at other professional meetings (e.g. Sociologists without borders/SSSP)

SSSP Organization/Executive Office Ad-Hoc Group:

Re: Executive Office and what it would look like

1. Recommend the current meeting manager and administrative officer be given a significant increase to reflect the quality and quantity of work that she performs. In addition, this should be linked to hiring a .5 FTE to assist in the office
2. Recommend that the outreach to the executive officer stipend to be \$15,000— negotiations for person's home (10% of time)
3. At this time a minimalist model but increases other ways: resources for travel to facilitate and organize SSSP venues/topics that may increase over time
4. Total: about \$70,000-\$90,000 increase
5. 1 year position up to 3...then revisit the new position and see if it is working

Re: Nominations

1. We have a form available for elective positions by breakfast tomorrow! thank you Michele
2. Form to be distributed at this annual meeting
3. Form available at meeting and in the fall in the Newsletter

[Benchmark for Success: 10% of all of this]

Issues for further discussion:

May need to build in timeline for changes depending on income levels in budget