

**2011-2012 SSSP BOARD OF DIRECTORS MINUTES**  
**WEDNESDAY, AUGUST 15, 2012**  
**11:45AM – 4:45PM**

ITEM #1 – CALL TO ORDER

Meeting called to order by President Wendy Simonds

ITEM #2 – INTRODUCTIONS

Members Present:

Wendy Simonds, President  
Ricardo Dello Buono, President Elect  
A. Javier Treviño, Past President  
Wendy Chapkis, Vice President  
Tracy Dietz, Vice President Elect  
Glenn W. Muschert, Secretary  
Susan M. Carlson, Treasurer  
Marlese Durr, Board Member  
Stephani Williams, Chairperson, Council of the Special Problems Divisions  
Barbara Katz Rothman, Board Member  
Valerie Leiter, Board Member  
Claire Renzetti, Board Member  
Sarah Jane Brubaker, Board Member  
Nancy Mezey, Board Member  
Elisabeth Sheff, Board Member  
Mandy Frake-Mistak, Student Board Representative  
Patrick O'Brien, Student Board Representative  
David Levinson, Chair, Budget, Finance, and Audit Committee  
Lisa M. Martinez, Local Arrangements Chair  
Heather Dalmage, Program Co-Chair  
Tanya Saunders, Program Co-Chair  
Becky Pettit, Editor, *Social Problems*  
Brent Teasdale, Editor, *Social Problems Forum*  
Héctor Delgado, Executive Officer  
Michele Koontz, Administrative Officer and Meeting Manager

ITEM #3 – ADOPTION OF AGENDA

Agenda adopted with one item of new business. Elisabeth Sheff has resigned from the Board (effective August 18<sup>th</sup>), and the Board will determine a successor. This item was added to the new business, Item #15 below.

ITEM #4 – ANNOUNCEMENT OF THE ELECTION AND BY-LAWS RESULTS

The meeting proceeded according to the approved agenda, with Héctor Delgado presenting the results of the 2012 General Election as follows:

President Elect (2012-2013); President (2013-2014):	Anna Maria Santiago
Vice-President Elect (2012-2013); Vice President (2013-2014):	Luis Fernandez
Secretary (2012-2013):	Glenn W. Muschert

Treasurer (2012-2013):	Susan M. Carlson
Board of Directors (2012-2015):	Lara J. Foley, Antwan Jones & Phoebe Morgan
Board of Directors: Student Representative (2012-2015):	Sarah Hendricks
Budget, Finance, and Audit Committee (2012-2015):	Claire M. Renzetti
Committee on Committees (2012-2015):	Lloyd Klein & Junpeng Li
Editorial and Publications Committee (2012-2015):	Mary C. Bernstein & Paul C. Luken
Membership and Outreach Committee (2012-2015):	Kendra Jason & Karen M. McCormack
Membership and Outreach Committee: Student Representative (2012-2015):	Ryon Cobb

In addition, the Bylaws Amendments were approved in the election. Héctor clarified the changes to the by-laws, approved by the membership.

#### ITEM #5 – REVIEW OF THE MINUTES

Secretary Glenn Muschert reviewed the minutes of the 2011 Board Meetings and the Annual Business Meeting. The minutes were approved.

#### ITEM #6 – MONEY MATTERS

Treasurer Susan Carlson reviewed the report from the Treasurer. The Society finished in the black in 2011, despite a previously projected deficit. This is good news. For the first time since 1988, the annual meeting in Las Vegas finished in the black. This is an important turnaround, as the annual meeting has for a long time operated at a deficit. In 2013, there is a projected financial deficit. The Society's investments in socially responsible mutual funds continue to recover from the market crash in fall 2008.

Part A: LBMC Communications Letter – LBMC gave the Society a clean bill of financial health.

Part B: 2011 Audit Report –LBMC raised the issue of the segregation of duties. There is cooperation in the group, and the Society is doing as much as possible to manage this.

**ACTION: The Board approved the Budget, Finance, and Audit Committee report.**

**ACTION: The Board approved the results of the annual audit.**

David Levinson, Chair of the Budget, Finance, and Audit Committee (BFA) presented the Society's 2012 amended budget. David discussed the immense workload of the Michele Koontz and the Administrative Office. The BFA Committee recommended a proposed increase in fees, due to predicted shortfall of holding future meetings in relatively expensive cities.

**ACTION: The Board approved the 2012 amended budget.**

**ACTION: The Board modified income categories for membership fees, which will be "\$85,000 to \$99,999", and "\$100,000 & up". This will replace the former category: "\$85,000 & up". The proposed changes will be submitted for ratification at the annual business meeting of the Society.**

**ACTION: The Board approved that starting in 2013 the annual membership fee for members will be \$250 in the "\$100,000 & up" category.**

**ACTION: The Board approved the removal of the one-day conference registration fee.**

**ACTION: The Board approved the new proposed conference registration fees, as recommended by the BFA Committee. Details are as follows:**

	<u>2012</u>	<u>Approved 2013-NYC</u>
Pre-Registration Member	135	\$175
Pre-Registration Student/Underemployed/Emeritus	\$50	\$60
On-Site Registration Student/Underemployed/Emeritus	\$60	\$70
On-Site Registration Member	\$170	\$200
Exempt Conference Registration	\$70	\$75
Guest Registration	\$20	\$35
Non-Member Registration Surcharge	\$75	\$100

**ITEM #7 – REPORT FROM THE EXECUTIVE OFFICER**

Héctor Delgado presented the report from the Executive Office. A number of important issues were resolved during the previous year.

- The EO thanks the Board for being available.
- The EO reiterates that he enjoys working with Michele and the members of the AO staff.
- THE EO spoke about the Administrative Officer and the high workload. There needs to be a change, either by hiring another staff member to assist Michele, or via re-structuring the organization to make its operations leaner. Unless significant ways to streamline organizational functioning are found, there will be no choice but for the Society to hire an assistant.
- The rapid move of the 2011 meetings to Las Vegas went well. There were some attendees who did not like the venue, however in general it was a highly successful meeting.
- There is a need to locate a new editor for *Social Problems* and the *Social Problems Forum*.
- The contract with UC Press will expire on December 31, 2014, and the SSSP will entertain bids from other publishers.
- The revenue generating committee is meeting, and will cooperate with the UTK development office to locate foundation funding.
- The SSSP sent letters regarding commutation of the death sentence in the Troy Davis case in Georgia. Unfortunately, Mr. Davis was executed in September, 2011.
- From time to time, the Society has received pro bono legal advice. The Board approved setting aside \$1,000 annually to cover costs incurred by the legal counsel.
- The Society is considering a 501(h) election or an expenditure test to measure our lobbying activities. The 501(h) election does not affect the Society's 501 (c)(3) status.
- For the 2015 meetings in Chicago, the SSSP sought in good faith to locate a union hotel, however that was nearly impossible. It appears that relatively few hotels in Chicago that could accommodate us and meet the criteria are labor-organized.
- The SSSP expressed its concern (in writing) that a Michigan Bill, which could adversely affect the ability of non-profit organizations to organize protests.
- The SSSP expressed concern (in writing) over the decriminalization of domestic violence in Topeka, KS.
- Héctor Delgado presented the report from the UTK Project Director.

**ACTION: The Board approved the Executive Officer's report.**

**ACTION: The Board authorized the creation of a new position for a permanent part-time employee for the Administrative Office, to be hired for January 2013.**

**ACTION: The Board authorized the Permanent Organization and Strategic Planning Committee to define a job description (with the consultation of the Executive Officer and Administrative Officer) for the new permanent part-time position.**

#### ITEM #8 – REPORT FROM THE PROGRAM COMMITTEE CO-CHAIRS

Heather Dalmage and Tanya Saunders presented the report from the 2012 Program Committee. In addition to thanking those who were instrumental in the process, the report also stated that 485 papers were submitted using the on-line submission system by the January 31<sup>st</sup> deadline. There are 145 sessions scheduled at this meeting.

Recommendation: the committee recommended the continued use of the critical dialogue format for sessions.

Recommendation: that the film display become a graduate student role, which would increase graduate student involvement.

Recommendation: in total, there were 31 exemptions for registration fees, a number which seems to be increasing. The committee advises the Board to watch this trend.

Recommendation: the editing of the final program is a lot of work (for Michele). The committee suggests uniformity (using the standards of the journal *Social Problems*) for title capitalization of paper titles for future programs.

**ACTION: The Board approved new standards of uniformity (using the ASA Style Guide) for title capitalization of paper titles for future programs.**

**ACTION: The Board approved the Program Committee report.**

#### ITEM #9 – REPORT FROM THE LOCAL ARRANGEMENTS COMMITTEE CHAIR

Lisa M. Martinez presented the Local Arrangements Committee report.

**ACTION: The Board approved the Local Arrangements Committee report.**

#### ITEM #10 – REPORT FROM THE MEETING MANAGER

Michele Koontz, Meeting Manager, reported on a variety of issues.

- The annual meeting currently has 698 attendees registered and 145 sessions.
- There were 4 accessibility requests, three are being accommodated. One attendee cancelled his attendance for health reasons.
- There is an accessible gender-neutral restroom.
- ASA is moving away from printing the restaurant guides. Instead, the SSSP is posting links to information, which will reduce printing costs.

**ACTION: The Board encouraged future Local Arrangements Committees to develop an on-line cost-effective way to provide a local restaurant guide.**

- The meeting will take place in two locations, Grand Hyatt Denver Hotel and in the Atrium Tower-Hyatt Conference Center, due to the need for break-out space.
- We are offering a comfort zone this year.
- Audio-visual services this year cost under \$8K.

**ACTION: The Board approved the Administrative Office to consider multi-year contracts for audio-visual services.**

- Presidential address is being taped this year, which is a new thing. This will be accomplished by a local student for an affordable price.

**ACTION: The Board authorized the Budget, Finance, and Audit Committee and the Administrative Office to explore cost-effective measures to continue recording the Society's Presidential Address.**

- The awards banquet will have approximately 175 in attendance, although costs for future banquets will be higher in more expensive cities.

Discussion ensued regarding options to make the banquet options more affordable and inclusive.

- We have satisfied our room block requirement.
- Institutional Ethnography Division will hold a workshop on the day after the annual meeting ends.
- Registration workers are volunteers, and they are afforded with a complimentary shared room in return for their help.
- Working with the hotel has been good.
- Michele thanks those involved in the planning of the meeting for their cooperation.

**ACTION: The Board approved a policy that program participants will be dropped from the annual meeting program, if they do not register by July 1 of that year. The Board requests that program participants receive at least three notices prior to the July 1 deadline for registration.**

**ACTION: The Board approved the Meeting Manager's report.**

#### ITEM #11 – REPORT FROM THE UNIVERSITY OF CALIFORNIA PRESS

Alison Mudditt, Rebekah Darksmith, and Hannah Love from UC Press reported on the relations between the Society and UC Press. In past years, there have been trends for libraries to cancel institutional subscriptions; however this institutional attrition has evened out. In the previous few years, subscriptions have declined approximately 6%, which is well below the industry average. In the past year, institutional cancellations of SP were at 4%, which is well below the market average for journals (which is in the double digits). Submissions are continuing to grow, and in fact is up about 30% in the past year. Online usage has increased by 166%, presumably driven by the fact that SP is now on JSTOR. In the previous year, the impact factor has declined, and UC Press is taking a look at ways in which this can be remedied. There are three trends that are relevant: 1) cancellation for libraries holding both institutional and electronic subscriptions are higher than electronic only subscriptions. Therefore, electronic only subscriptions should be encouraged, particularly among small and medium institutions via proactive electronic-only subscriptions. 2) To pursue the libraries that have lapsed in previous years, specifically by offering them the opportunity to renew at the electronic only price. 3) Marketing infrastructure and support available to UC Press will be leveraged to enhance end-use of the journal content. E.g., article-specific publicity efforts are a new initiative which is currently in its early stages. UC Press is working with JSTOR to enhance display of articles (e.g., being able to locate highly-cited articles). In regards to editorial development strategies: content is always key, particularly quality of submissions. UC Press will continue to examine the role of the journal as a complement to the actions of the Society, so that each will complement the other. In addition, this will include collecting data on user feedback/preferences. Much of the discussion concerns maintenance of the journal impact, and its enhancement.

**ACTION: The Board accepted the *Social Problems* Budget and Circulation Report and the Sales, Marketing, and Circulation Report.**

#### ITEM #12 – REPORT FROM THE EDITOR OF *SOCIAL PROBLEMS*

Becky Pettit presented the Editor's Report for *Social Problems*. The journal is functioning quite well. The transition from Florida State University to the University of Washington was successful. The relationship with the University of California Press has operated just fine. There are three part-time staff members who work for SP. There are five associate editors, who have an advisory role. A new policy is that the journal will not pursue a special issue unless it is authorized by the Board of the Society. The journal has not been offering extended reviews, but offering second R&R's. There are 50 advisory editors, many of whom provide reviews at short notice. There are 17 student editors, and they learn about the process in this way, and get involved with the SSSP. All papers reviewed by the journal have received at least 3 reviews, and often more. Approximately one manuscript is submitted per day, total of c. 350/year. Seventy percent are sent out for review. The average decision time is 112 days. About 8 percent of papers are accepted for publication. Submissions come from across subjects within the field, and from a variety of scholars (junior and senior alike).

**ACTION: The Board approved the *Social Problems* Editor's report.**

#### ITEM #13 – REPORT FROM THE EDITOR OF *SOCIAL PROBLEMS FORUM: THE SSSP NEWSLETTER*

Brent Teasdale presented on the developments in the newsletter, which operates at Georgia State University. SPF continues to publish feature articles on contemporary social problems and a number of book reviews in each issue. There is now a comment option available on the SSSP website, where Society members can post their comments to materials in the newsletter. SPF continues to monitor content of comments.

Discussion ensued regarding the possibility of creating an SSSP listserv. This item was tabled, and moved to Item #14, Unfinished Business, below.

**ACTION: The Board approved the *Social Problems Forum* Editor's report.**

#### ITEM #14 – UNFINISHED BUSINESS

The Board discussed the possibility of creating an SSSP Listserv.

**ACTION: The Board charged the Permanent Organization and Strategic Planning Committee with exploring the possibility of creating a Society Listserv.**

#### ITEM #15 – NEW BUSINESS

A. With the resignation of a Board member, the Board must determine a successor.

**ACTION: The Board nominated and voted upon Stephani Williams as Board member to serve through 2014, as a successor for Elisabeth Sheff, who has resigned from the Board.**

#### ITEM #16 – ADJOURNMENT OF THE 2011-2012 BOARD

There being no further business, the meeting was adjourned by President Wendy Simonds.

Minutes respectfully submitted by Glenn W. Muschert, SSSP Secretary