

2015-2016 SSSP BOARD OF DIRECTORS MINUTES
THURSDAY, AUGUST 18, 2016
11:45AM – 4:45PM

ITEM #1 – CALL TO ORDER

Meeting called to order by President David A. Smith

ITEM #2 – INTRODUCTIONS

Members Present:

David A. Smith, President
Donileen R. Loseke, President-Elect
Marlese Durr, Past President
Valerie Leiter, Vice-President-Elect
Glenn W. Muschert, Secretary
Patrick Donnelly, Treasurer
Cheryl Boudreaux, Board Member
John Dale, Board Member
Saher Selod, Board Member
Elroi Windsor, Board Member
Heather Dalmage, Board Member
Louis Esparza, Board Member
Keith Kilty, Board Member
Kathryn Nowotny, Board Member, Student Representative
Kasey Hendricks, Board Member, Student Representative
Bhoomi Thakore, Chairperson, Council of the Divisions
Pamela Anne Quiroz, Editor, *Social Problems*
Héctor L. Delgado, Executive Officer
Michele Koontz, Administrative Officer and Meeting Manager

ITEM #3 – ADOPTION OF THE AGENDA

Agenda adopted as presented.

ITEM #4 – REVIEW OF THE MINUTES

Secretary Glenn Muschert presented the minutes of the 2014-15 Board Meetings, the 2015 Annual Business Meeting, and the 2015-16 Board Meeting.

ACTION: The Board approved the minutes of the 2014-15 Board Meetings, the 2015 Annual Business Meeting, and the 2015-16 Board Meeting.

ITEM #5 – PRESENTATION OF THE 2016 GENERAL ELECTION REPORT

Héctor L. Delgado presenting the results of the 2016 General Election:
President-Elect (2016-2017); President (2017-2018) Luis A. Fernandez
Vice-President-Elect (2016-2017); Vice-President (2017-2018) David G. Embrick
Secretary (2016-2017) Glenn W. Muschert
Treasurer (2016-2017) Patrick Donnelly
Board of Directors (2016-2019) Sarah Jane Brubaker and Claire M. Renzetti

Board of Directors, Student Representative (2016-2018) Sarah A. St. John
Budget, Finance, and Audit Committee (2016-2019) Lauren Eastwood
Committee on Committees (2016-2019) Marina Karides and Laurie Schaffner
Editorial and Publications Committee (2016-2019) Jackie Krasas and Heather MacIndoe
Membership and Outreach Committee (2016-2019) Alexis A. Bender and Chris Wellin
Membership and Outreach Committee, Student Representative (2016-2019) Leigh Taylor
9 By-Laws Amendments: Approved

ITEM #6 – MONEY MATTERS

Treasurer Patrick Donnelly reviewed the report from the Treasurer. The Society finds itself in a good position at present, noting that 2015 was a good year, in all three revenue categories: membership, annual meeting, and the journal. Also valuation of investments was positive. The Society continues to function effectively from a financial standpoint.

Part A: LMBC Communications Letter. The Society received a clean audit, and there were no unusual findings.

Part B: 2015 Audit Report. The Society is in good shape regarding its annual audit. One issue they raised was vulnerability stemming from over-reliance on a relatively small staff in relationship to the operation of the Society. It was recommended that there will be cross-training within the office staff.

ACTION: The Board approved the Treasurer’s Report on the Financial Condition of the SSSP and the Annual Audit.

Part C: 2016 Amended Budget

Stephani Williams reported for the Chair of the Budget, Finance, and Audit (BFA) Committee and presented the 2016 amended budget. BFA spoke about the issue of timing site visits for potential editors for the *Social Problems*, and how the timing might have a financial impact on the Society. Discussion ensued regarding the sourcing of conference bags, and issues related to how the Society selects and sources materials according to ethical standards.

Good news includes that the 2016 annual meetings is likely to generate positive revenue, via a combined strategy of encouraging attendance and cutting costs as feasible. The BFA Committee predicts a budget surplus, and reports that the Society is in good financial condition.

ACTION: THE Board approved the 2016 revised budget.

Part D. 2016 June Balance Sheet. The Board reviewed the changes made by the BFA at the June meeting.

Part E: 2016 June Income Statement.

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

ITEM #7 – REPORT FROM THE EXECUTIVE OFFICER

Héctor L. Delgado presented the report of the Executive Officer (EO). A number of important issues were handled during the previous year:

- Given the divisive and vitriolic rhetoric that has come to the surface during this year's US Presidential campaigns, the EO challenges the Society to think creatively about how as an organization we can do more to support those who are on the front lines in action for social justice.
- The EO thanks so many people who contribute, including the Board for its availability and service, and those responsible for this year's program.
- The EO reiterates that he enjoys working with Michele and the other members of the Administrative Office (AO) staff. The Society benefits greatly from the service of the AO staff.
- The EO expressed his satisfaction with the functioning to Oxford University Press as the new publisher of *Social Problems*. The journal is in good hands, both with regards to the Editor and the Publisher.
- The Society's renewed its contract with the University of Tennessee at Knoxville.
- The EO complemented the work of the President, Vice-President, and Program Committee for their service to the Society, reflected in the high quality of this year's program. This meeting is predicted to be the second or third highest-attended annual meetings in the history of the Society.

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

Part A: Report from the UTK Project Director. EO Héctor Delgado presented, on behalf of Jon Shefner, the University of Tennessee annual report to the Budget, Finance, and Audit Committee. Discussion ensued regarding the costs paid by the Society for the UTK hosting the Administrative Office.

ACTION: The Board approved the report from the UTK Project Director.

ACTION: The Board requested that the Permanent Organization and Strategic Planning Committee, in consultation with the Administrative and Executive Officers, to explore the advantages, disadvantages, and options for alternative structures for affiliating with UTK or not. The Board requests a report by the 2017 annual meeting.

ITEM #8 – REPORT FROM THE PROGRAM COMMITTEE CHAIR

Yvonne Braun presented the Program Committee Chair's report.

- The Committee noted that learning the Session Management System can involve a steep learning curve. The Committee has been grateful for the assistance provided by the AO staff.
- There has been enthusiasm for the theme of this year's conference, resulting in a good number of sessions. The Committee reported on the various highlights among the dynamic sessions and events in this year's meetings.
- Reflecting a vulnerability of the role of Program Committee deals with the transition from year to year, and the transition of knowledge and best practices about how to fulfill the role.

ACTION: The Board moved to request that the Budget, Finance, and Audit Committee consider the feasibility of allocating \$2200 for invited speakers' dues and annual conference registration to the Program Committee Chair.

ACTION: The Board approved the Program Committee Chair's report.

ITEM #9 – REPORT FROM THE LOCAL ARRANGEMENTS COMMITTEE CHAIR

Sarah Diefendorf, Local Arrangements Chair, presented the report of the Local Arrangements Committee. Issues discussed included the preliminary meetings of the committee, program/conference materials, and meeting promotion. There was one concern that might warrant attention in the future: The Local Arrangement Committee of the SSSP had some obstacles to overcome regarding the coordination with the ASA of local tours.

ACTION: The Board approved the report of the Local Arrangements Committee Chair.

ITEM #10 – REPORT FROM THE MEETING MANAGER

Michele Koontz, Meeting Manager, reported on various issues.

- Attendance at the Seattle annual meeting is among the highest ever, with c. 913 registered participants. On-site registration will add to this number.
- The hotel has a gender-neutral restroom.
- Those requesting an accessible guest room have been accommodated. All additional accessibility requests have been accommodated satisfactorily by the hotel and/or the Society.
- During contract negotiations, the EO and AO negotiated for significant concessions and discounts.
- The Meeting Manager commented on advertising in the program, which resulted in \$3,950 advertising revenue.
- Catering: The Society will spend c. \$42,000 on food and beverage at this year's meeting.
- The program is available via a mobile app. This year is the second time the Society has used a mobile app.
- There will be a SSSP co-sponsored conference and workshop held on August 19 and on August 22.
- In addition, the Meeting Manager presented the following reports.
 - o Current Annual Meeting Registrants and Membership by State/Country
 - o Meeting Attendance, 1985-2015
 - o Report from The Scholar's Choice
- Discussion ensued regarding the issue of exemptions for annual meeting registration fees was raised with regards to criterion C. which currently reads "Non-U.S. and non-Canadian scholars who are from less advantaged countries." The Board will continue to monitor the trends in requests for meeting registration exemptions.

Tours: the Society partnered with ASA in co-sponsoring tours. As reported, there were some obstacles in the process. This led the AO and EO to reflect on this process, and to suggest a change to this policy.

ACTION: The Board approved that the SSSP discontinue co-sponsored tours, in favor of returning the earlier practice of organizing our own tours.

The Meeting Manager requested guidance regarding the type of registration bag that should be used at future annual meetings.

ACTION: The Board approved that we continue to use conference bags for the 2017 annual meeting, sourcing from a fair trade and/or unionized company. The annual meeting survey will include a question regarding members' preferences regarding the future distribution of bags or other souvenirs.

ACTION: The Board approved the report of the Meeting Manager.

ITEM #11 – REPORT FROM OXFORD UNIVERSITY PRESS, PUBLISHER OF *SOCIAL PROBLEMS*

Laura Bannon, Senior Publisher, Social Science Journals; Brittany Hobson, Marketing Coordinator; and Valentina Tursini, Publisher presented the Report from Oxford University Press (OUP). We are 18 months into publishing the journal with OUP. Circulation from 2015 and 2016 YTD information indicate that full-rate institutional subscribers are tending to migrate into consortia agreements. Our circulation has increased via consortia access, with a slight decline in full-rate institutional subscriptions. Print circulation is declining. Latin America and China are areas of growth, especially via consortia subscriptions. Usage, including the profile of those using the journal, seems to have declined given the comparison between the 2015 data and the 2016 YTD data. There were some irregularities in the data capture for PDF views during 2015, which have been corrected. This makes it difficult to compare 2015 to 2016 YTD, however there is some data that suggest that usage is increasing (e.g., the increase in HTML access). Impact Factor decreased slightly, but given the longevity of social science articles, this is not alarming, given the relative elasticity of impact factors, which are measured on relatively shorter windows of time. OUP continues to market the journal and its content, especially via social media.

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

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

Editor Pamela Anne Quiroz reported on the state of *Social Problems*. The journal transitioned to the University of Houston. A new assistant editor has been added this year. The editor presented the list of members for Advisory Board 2016-2017. In the previous year, there were 389 new manuscripts submitted. Time of articles in review has been comparable to that in previous editorial years. The editor recognized the contribution of Kasey Hendricks for his contribution to the social media aspects of the publication of *Social Problems*. The editor mentioned that the policy for one revision only, which was inherited from earlier editors, may not function in all cases. The editor may revisit the appropriateness of this policy, and consider changing the current practice. The editor also mentioned that the student advisory board adds about 1 month to the review process, and it is time consuming to do this properly, and it has a steep learning curve.

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

ITEM #13 – UNFINISHED BUSINESS FROM 2015

- A. Transnational Initiatives Committee
 - 1. Continue Discussion for Ongoing Video-Conference Funding
 - 2. Continue Discussion for Ongoing \$10,000 Commitment to Bring International Graduate Students to the Annual Meeting
- B. Continue Discussion on Becoming a Member of the American Association for the Advancement of Science and Human Rights Coalition.

There being insufficient time, ITEM #13 was moved to Unfinished Business in the Friday, August 19 Board Meeting.

ITEM #14 – UNFINISHED BUSINESS FROM 2016

There was no unfinished business from 2016.

ITEM #15 – NEW BUSINESS

Part A. Creation of a New SSSP Award

1. The Kathleen S. Lowney Mentoring Award

There being insufficient time, ITEM #15 was moved to New Business in the Friday, August 19 Board Meeting.

ITEM #16 – ADJOURNMENT OF THE 2015-2016 BOARD

There being no further time, the meeting was adjourned by President David A. Smith.

Minutes respectfully submitted by Glenn W. Muschert, SSSP Secretary