

Date: August 11, 2019

To: Michele Koontz, SSSP Administrative Officer, and SSSP Board of Directors

From: Kristen M. Budd, Chairperson of the Council of Divisions

Re: SSSP 2018-2019 Council of the Divisions Annual Report

Below please find a summary of activities of the SSSP Division Chairs during 2018-2019. The report has been updated after the Council of Divisions' first and second meetings to reflect the discussions at those meetings, and thoughts and concerns of the elected Division Chairs.

1. Appreciation and Thanks

I extend my deepest thanks to Michele Koontz, Kelsey Arnold, Rachel Cogburn, and Caitlin Mize for all their help, advice, and support over this past year. I would also like to thank Bhoomi Thakore, past Chair of Chairs, for helping me transition into this position.

2. Council of Division Chairs Summary of Activities

Overview

In 2018-2019, 17 Divisions held elections for Division Chairs and/or Vice/Associate Chairs. These Divisions are as follows: Community Research and Development; Conflict, Social Action, and Change; Crime and Juvenile Delinquency; Disability; Educational Problems; Gender; Health, Health Policy, and Health Services; Institutional Ethnography; Labor Studies; Law and Society; Poverty, Class, and Inequality; Racial and Ethnic Minorities; Society and Mental Health; Sociology and Social Welfare; Sport, Leisure, and the Body; and Teaching Social Problems. *To note*, a small number of divisions did hold summer elections. I stressed how important it is to hold them during the fall or spring as to not 'merge' this election work with annual meeting work. I also suggested a chair-elect model to build out leadership over the long term.

Two applications for Division Sponsored Projects were submitted and approved by the BFA and SSSP Board:

- a. Law and Society Division. *Sanctuary: Here (NYC) and Beyond* (panel session). Budget requested (\$1,000) and Budget approved (\$500).
- b. Educational Problems; Global; Labor Studies; Sociology and Social Welfare; Sport, Leisure, and the Body; Teaching Social Problems; and Youth, Aging, and the Life Course Divisions. *Teachers on the Rise: How Educators Mobilized their Communities* (panel session). Budget requested (\$4,670) and Budget approved (\$4,500).

Along with two Divisions sponsored Division-Sponsored Workshops:

- a. Community Research and Development Division - Community Based Participatory Action Research
- b. Institutional Ethnography Division – Institutional Ethnography

Completion of Division Tasks

Council of Division Required Meetings (2018 annual meeting):

Two Divisions did not attend all three of the required meetings: *Family* (attended 2 of 3 meetings) and *Poverty, Class, and Inequality* (attended 1 of 3 meetings). All other Divisions had representation at all three meetings.

Division Budgets:

All Divisions submitted their annual budgets. I shared the news Division budgets will increase to \$600 starting in 2020 (prior amount, \$500) and also noted if a Division does not submit a budget their budget will default to \$300. I relayed to Divisions I have a budget template if they would like to use it.

Division Mission statements:

As of 2018, all divisions – with the exception of the *Gender Division* – have updated their Mission Statements. Because the Gender Division is a newly created Division, this Division plans to finalize their mission statement during the 2019 annual meeting.

Social Media:

All but three Divisions have a social media presence (e.g., Facebook, Twitter). Divisions without social media presence are: *Conflict, Social Action, and Change*; *Gender* (note: new division); and *Sociology and Social Welfare*. The recommendation for creating and maintaining Division social networking sites was discussed at our Friday morning meeting.

Newsletters:

Three Divisions did not distribute any newsletters in 2018-2019 – *Conflict, Social Action, and Change*; *Family*; and *Social Problems Theory*. At our meeting, I did note a few divisions did not distribute a newsletter and relayed the by-laws dictate at minimum one newsletter per year. I encouraged recruiting newsletter editors (e.g., a graduate student) with a stipend and relayed if a Division does this, SSSP requires there are at minimum two newsletters per year.

It is important to note that some Divisions are communicating “unofficially” with their Divisions via email. For example, a number of Divisions sent emails to their members earlier this week in advance of the meeting and during the meeting. However, these activities are not through the Administrative Office and are thus not being counted.

Finally, Division Chairs were reminded at the Friday morning meeting to solicit the most updated membership lists from the Administrative Office when disseminating information and soliciting information for Division newsletters and other communications.

Graduate Student Paper Competition / Scholarship Awards

All divisions participated in the SPC (exception: the Gender Division due to its new division status). For the SPC, I reminded Chairs to contact home office first prior to alerting winners of the award to verify the award winner’s paper was submitted to the conference as required.

Division Membership Totals

Information regarding the change over time in Division membership is included at the end of this report (see Table 1).

- a. The highest percentage growth between 2018-2019 occurred for Labor Studies (+21%), Institutional Ethnography (+14%), Sport, Leisure, and the Body (+13%)**, and Teaching Social Problems (+13%).
- b. The highest percentage decrease between 2018-2019 occurred for Sexual Behavior, Politics, and Communities (-20%), Sociology and Social Welfare (-16%), Disabilities (-10%), and Family (-10%).

****Important note:** While **Sport, Leisure, and the Body** did have growth from 2018-2019, the division has not had at least 50 members for two years running. Membership count by year: 42 members (2016), 57 members (2017), 39 members (2018), and 45 members (as of July 31, 2019). According to the By-Laws (below), at this point the Executive Officer may initiate efforts to review the viability of this division.

[Article VI \(Divisions and Committees, Section 2 \(Council of Divisions\)\)](#) – state: “The Executive Officer may initiate efforts to review the viability of any division that fails to comply with one or more of the following requirements: (1) have at least 50 members for two years running, (2) have a replacement chair elected by the end of the current chair’s term of office, (3) organize at least two sessions for the Annual Meeting, (4) be represented at every meeting of the Council of the Divisions, and (5) hold a divisional meeting at the Annual Meeting. If the Executive Officer finds that a division is no longer viable according to these criteria, the Executive Officer will discuss the recommendation to eliminate the division with the Council and invite the division in question to respond to the Executive Officer’s recommendation. The Executive Officer will then decide whether to forward his/her or their recommendation to the Board for the final decision.”

Strategies for improving member rates were discussed in our Friday morning Council meeting (see Section 3c).

3. Concerns of the Divisions

- a) [**Resolved Concern**]. The Division Chairs voiced a concern the only way for Chairs to communicate is through official email. They felt a shared virtual/online space would benefit all Chairs so that they could keep in touch throughout the year and also use the virtual/online space to, for example, ask questions, brainstorm conference ideas, and so on. After discussion, the Chairs are piloting the online platform, Slack. Michele will also be invited to join Slack, but is not expected to participate (e.g., answer questions).
- b) [**Unresolved Concern**]. Division Chair’s expressed wanting some type of short orientation training to better understand their role in the SSSP. This was expressed strongly for new Chairs who are learning their role and also their role in relation to the functioning of SSSP.

SEE ACTION ITEM #1.

- c) [**Unresolved Concern**]. Divisions with smaller memberships, and those who have not met the 50 member threshold, are concerned their divisions will be dissolved. This led to a discussion about how smaller divisions could bolster their membership numbers:
 - a. It was suggested Divisions have access to lapsed division membership data so that Division Chairs could use this data to recruit members.
 - b. There was a suggestion for a “Buy One, Get One” (BOGO) promotion. For example, when purchasing your division membership, certain divisions could be co-listed together (niche + more “mainstream”) at a BOGO in order to bolster numbers for divisions or simply a promotion where you literally could BOGO.
 - c. **Question for the Board:** Is there an exception to the 50 member rule for niche divisions?

SEE ACTION ITEM #2 and ACTION ITEM #3.

- d) [**Unresolved Concern**]. Division Chairs are unclear on how new journals can be established by Divisions, including how these journals would be funded. The current “Roles and Responsibilities of Division Chairpersons” reads: “New journals can be established by divisions. Proposals for new journals must be approved by the Editorial and Publications Committee and the Board of Directors.”

SEE ACTION ITEM #4.

4. ACTION ITEMS

Action Item #1:

We move that the SSSP Board of Directors task the Executive Officer to attend the first Council of Chairs meeting at each annual conference in order to provide a brief orientation (e.g., 10 minutes) to all Chairs including: (a) Substantive overview of how SSSP operates; (b) orienting Chairs to their role in the larger SSSP structure and functioning; (c) an update of what is happening at executive level so the Chairs are informed and can also inform their members (e.g., any pressing issues facing SSSP).

Action Item #2:

We move that the SSSP Board of Directors permit Divisions to request *up to but no more than five years* of lapsed Division membership data from the Administrative Office to use for recruiting efforts.

Action Item #3:

We move that the SSSP Board of Directors task the BFA with evaluating the feasibility of using a “Buy One, Get One” promotion for divisional membership recruitment.

Action Item #4:

We move that the SSSP Board of Directors task the Editorial and Publications committee to clarify the following section in the Roles and Responsibilities of Division Chairpersons with a specific focus on proposal components and clarity on how the journal would/could be funded:

“New journals can be established by divisions. Proposals for new journals must be approved by the Editorial and Publications Committee and the Board of Directors.”

Table 1. SSSP Division Membership Tallies 2012-2019

Division	2012	2013	2014	2015	2016	2017	2018	2019*	% Change 2018- 2019
Sociology & Social Welfare	100	95	105	111	111	90	102	88	-16%
Racial & Ethnic Minorities	291	305	330	352	376	375	414	405	-2%
Sexual Behavior, Politics, & Communities	204	194	179	177	172	170	183	152	-20%
Crime & Juvenile Delinquency	183	206	214	179	196	181	188	182	-3%
Society and Mental Health	118	128	113	110	111	102	105	104	-1%
Educational Problems	114	120	119	133	106	125	127	133	5%
Disabilities	61	70	59	73	50	69	69	63	-10%
Drinking & Drugs	99	107	111	87	89	105	103	100	-3%
Environment & Technology	103	115	101	102	115	111	102	111	8%
Global	138	138	143	149	188	168	153	156	2%
Law & Society	155	147	142	129	153	156	143	145	1%
Social Problems Theory	192	165	148	138	126	150	139	143	3%
Conflict, Social Action, & Change	214	237	215	218	226	235	213	210	-1%
Community Research & Development	171	174	158	163	152	172	157	160	2%
Poverty, Class, & Inequality	313	290	327	287	286	309	280	261	-7%
Family	129	110	107	118	101	108	96	87	-10%
Youth, Aging, & the Life Course	96	82	82	81	83	86	75	82	9%
Teaching Social Problems	150	139	125	116	133	130	112	128	13%
Health, Health Policy, & Health Services	204	221	181	196	191	207	179	182	2%
Labor Studies	114	122	107	113	95	103	86	109	21%
Sport, Leisure & the Body	49	51	46	45	42	57	39	45	13%
Institutional Ethnography	134	138	113	104	98	147	89	104	14%
Gender (new Division)								147	n/a
*Membership tallies as of 07/31/2019									