

**2018–2019 BOARD OF DIRECTORS AGENDA  
FRIDAY, AUGUST 9, 2019  
4:15PM–6:15PM**

ITEM #1 – CALL TO ORDER

Meeting called to order by President Nancy J. Mezey

ITEM #2 – INTRODUCTIONS

Members Present:

Nancy J. Mezey, President  
Heather M. Dalmage, President-Elect  
Luis A. Fernandez, Past President  
William D. Cabin, Vice-President  
Daina Cheyenne Harvey, Vice-President-Elect  
Glenn W. Muschert, Secretary  
Susan M. Carlson, Treasurer  
Claire M. Renzetti, Board Member  
Deborah A. Potter, Board Member  
Maralee Mayberry, Board Member  
Fernando I. Rivera, Board Member  
Sarah Jane Brubaker, Board Member  
Yvonne A. Braun, Board Member  
Apoorva Ghosh, Board Member, Student Representative  
Annulla Linders, Editor, *Social Problems*  
Kristen M. Budd, Chairperson, Council of the Divisions  
Héctor L. Delgado, Executive Officer  
Michele Koontz, Administrative Officer and Meeting Manager

ITEM #3 – ADOPTION OF THE AGENDA

Agenda adopted with the addition of PART B in ITEM #13 - Unfinished Business from 2018, as follows:

PART B. MONEY MATTERS (Formerly ITEM #6 from the August 8, 2019 Board Meeting), including three parts:

Report from the Treasurer and Investment Advisor  
Part 1: LBMC Client Service Communication Letter  
Part 2: 2018 Audit Report

ITEM #4 – COMMITTEE REPORTS WITHOUT ACTION ITEMS

- A. Report from the Arlene Kaplan Daniels Paper Award Committee Chair–Ebonie L. Cunningham Stringer
- B. Report from the By–Laws Committee Chair–Valerie Leiter
- C. Report from the Doris Wilkinson Faculty Leadership Award Committee Chair–Elroi J. Windsor
- D. Report from the Elections Committee Chair–David G. Embrick
- E. Report from the Joseph B. Gittler Award Committee Chair–Apoorva Ghosh
- F. Report from the Kathleen S. Lowney Mentoring Award Committee Chair–Lloyd Klein
- G. Report from the Lee Founders Award Committee Chair–E. Brooke Kelly
- H. Report from the Lee Scholar Support Fund Committee Chair–Maria Cristina Cielo
- I. Report from the Membership and Outreach Committee Chair–Alexis A. Bender
  - 1. July 2019 Dues by Membership Year Report
  - 2. July 2019 Divisions by Membership Year Report
  - 3. 2019 Promotion Report

4. Comparison Membership Report, 2005–2019

J. Report from the Permanent Organization and Strategic Planning Committee Chair–Benigno E. Aguirre

K. Report from the Listserv Moderator–Elizabeth A. East

L. Report from the Ad Hoc Committee: Justice 21 Committee Chair–Glenn W. Muschert

M. Report from the Ad Hoc Committee: Research Review Committee Chair–Valerie Leiter

**ACTION: As a single vote, the Board approved the Committee Reports without Action Items.**

ITEM #5 – REPORT FROM THE ACCESSIBILITY COMMITTEE CHAIR

Valerie Leiter presented the Board two options developed by the Committee for subsidizing caregiving during the annual meetings. Discussion ensued.

**ACTION: The Board forwarded “Pilot Approach B” suggested by the Accessibility Committee to the Budget, Finance, and Audit (BFA) Committee to consider the financial feasibility of the following: “The Society will continue its current policy of providing members with information in the final conference program about how to access childcare on their own at the conference location. Additionally, the Society will subsidize the caregiving that members require to purchase to attend the meetings, including childcare, spousal care, and elder care, addressing concerns that many members experience caregiving constraints that go beyond childcare.” It was suggested that the BFA Committee review the Association for Public Policy Analysis & Management’s dependent care grants policy.**

**ACTION: The Board approved the report of the Accessibility Committee.**

ITEM #6 – REPORT FROM THE C. WRIGHT MILLS AWARD COMMITTEE CHAIR

Item #6 was tabled, and rescheduled for discussion under the agenda item “Unfinished Business from 2019” at the August 11, 2019 Board Meeting.

PART A. Discussion Item: Some publishers no longer send books for awards and authors must pay to have their books distributed.

PART A was tabled, and rescheduled for discussion under the agenda item “Unfinished Business from 2019” at the August 11, 2019 Board Meeting.

ITEM #7 – REPORT FROM THE ERWIN O. SMIGEL AWARD COMMITTEE CHAIR

Glenn W. Muschert presented one suggestion from the Committee to clarify the application criteria.

**ACTION: Amend the verbiage for the Erwin O. Smigel Award Guidelines to read as follows: “Erwin O. Smigel Award Guidelines: 1) the Smigel Fund monies are to be used to help pay for three or four unemployed or severely underemployed sociologists’ transportation to and registration fees for the SSSP meeting (students must apply to the Lee Student Support Fund and foreign scholars must apply to the Lee Scholar Support Fund); 2) applicants must be SSSP members who are presenting a paper at the main SSSP meeting (rather than at an adjacent workshop or meeting) or participating as a SSSP elected or appointed officer or committee member; 3) a maximum of \$500 dollars is to be granted to any one recipient.”**

**ACTION: The Board approved the report of the Erwin O. Smigel Award Committee.**

ITEM #8 – NO REPORT FROM THE LEE STUDENT SUPPORT FUND COMMITTEE CHAIR

ITEM #9 – REPORT FROM THE RACIAL/ETHNIC MINORITY GRADUATE FELLOWSHIP COMMITTEE CHAIR

Saher Selod reported the major facets of the report. This was the first time that the Committee reviewed applications via electronic medium, and this has been an improvement. There were some suggestions as follows: 1. consider removing the social security number question on the application, 2. that the board clarify the disciplines that applicants must come from for eligibility of the fellowship, and 3. to consider whether or not future involvement in SSSP should be a criterion for evaluating applications.

**ACTION: The Board approved the removal of Social Security Number from the application for the Racial/Ethnic Minority Graduate Fellowship.**

**ACTION: The Board charged the outgoing Committee to develop reviewer criteria for the Racial/Ethnic Minority Graduate Fellowship to match the selection criteria for the fellowship by October 1, 2019.**

**ACTION: The Board approved the removal of involvement in SSSP as a stand-alone criterion for evaluating applications for the Racial/Ethnic Minority Graduate Fellowship.**

**ACTION: The Board approved the report of the Racial/Ethnic Minority Graduate Fellowship Committee.**

ITEM #10 – REPORT FROM THE THOMAS C. HOOD SOCIAL ACTION AWARD COMMITTEE CHAIR  
Item #10 was tabled, and rescheduled for discussion under the agenda item “Unfinished Business from 2019” at the August 11, 2019 Board Meeting.

ITEM #11 – REPORT FROM THE TRANSNATIONAL INITIATIVES COMMITTEE CHAIR  
John G. Dale presented the highlights of the report, and particularly noted that the Transnational Initiatives Committee proposed the establishment of a formal fund and process for submitting and reviewing applications for monies to subsidize travel costs for conference participants from the Global South who are selected to participate in a Committee-sponsored Thematic Session or other special activities during the SSSP annual meeting. These funds are already in the budget, and the Committee recommends the establishment of an application process.

**ACTION: Board approved the request from the Transnational Initiatives Committee to establish a formal fund and process for submitting and reviewing travel fund requests from participants residing in the Global South selected to participate in a Committee-sponsored Thematic Session or other special activities during the SSSP annual meeting. The Board noted the monies for this fund would come from the existing budget of the Committee.**

**ACTION: The Board approved the report of the Transnational Initiatives Committee.**

ITEM #12 – REPORT FROM THE AD HOC COMMITTEE: ANTI-HARASSMENT COMMITTEE CHAIR  
Sarah Jane Brubaker presented the highlights of the report. The Ad Hoc Committee was formed to work on a policy, and among the major accomplishments of the Committee has been established as a Permanent Committee, as per the Society By-Laws.

**ACTION: The Board approved the report of the Ad Hoc Committee: Anti-Harassment Committee.**

ITEM #13 – UNFINISHED BUSINESS FROM 2018

PART A. CREATION OF A NEW SSSP AWARD

1. SSSP Award for Media Narratives about Social Problems

Jill Niebrugge-Brantley proposed the establishment of a new award for outstanding media coverage of a social problem.

**ACTION: The Board directed that the proposal be forwarded to the Chairperson, Council of the Divisions for future consideration at the Divisional level.**

PART B. ITEM #6 – MONEY MATTERS (Formerly ITEM #6 from the August 8, 2019 Board Meeting)  
Treasurer Susan M. Carlson presented on the financial status of the Society and reviewed the report from the Treasurer and Investment Advisor. The Society continues to function effectively from a financial standpoint, and is in an excellent position. The Treasurer was not concerned about budget deficits on paper, and the financial reserve held by the Society is well above standards expected for non-profits such as the Society. The issue was raised regarding the Board setting policies for what purposes and in what circumstances the reserve funds would be used.

**ACTION: The Board charged the BFA Committee with developing draft recommendations for how to manage the Society's reserve funds. Such recommendations should include the following: 1. How much money should be set aside in reserve at all times. 2. Definition of the types of circumstances in which it is appropriate to dip into reserve funds. 3. A process for dipping into reserves. 4. Limitations on what reserve funds can be used for. 5. Guidelines for a timeframe in which reserve funds must be repaid. The Board requested that the BFA move forward with an eye toward potentially endowing Society awards, and toward protecting the Society from potential future market volatility. The BFA Committee will report back to the Board next year.**

Part 1: LBMC Client Service Communication Letter. The Society received a clean audit, and there were no unusual findings.

Part 2: 2018 Audit Report. The Board reviewed the letter from LBMC regarding the 2018 audit, which reflects the sound financial stewardship of the Society.

**ACTION: The Board approved the Treasurer and Investment Advisor's Report on the Financial Condition of the SSSP and the 2018 Annual Audit Report.**

ITEM #14 – NEW BUSINESS

There was no New Business to consider.

ITEM #15 – ADJOURNMENT OF THE 2018-2019 BOARD

There being no further time, the meeting was adjourned by President Nancy J. Mezey.

Minutes respectfully submitted by Glenn W. Muschert, SSSP Secretary