

**2022–2023 BOARD OF DIRECTORS RETREAT ZOOM MEETING AGENDA**  
**MONDAY, OCTOBER 24, 2022**  
**2:30PM–4:30PM (EDT)**

ITEM #1 – CALL TO ORDER

Meeting called to order by President Shirley A. Jackson at 2:34 pm.

ITEM #2 – INTRODUCTIONS

Members Present:

Shirley A. Jackson, President  
Mary Bernstein, President-Elect  
Stephani Williams, Vice-President  
Anthony A. Peguero, Vice-President-Elect  
Glenn W. Muschert, Secretary  
Heather E. Dillaway, Treasurer  
Kristen M. Budd, Board Member  
Ebonie L. Cunningham Stringer, Board Member  
Lauren Eastwood, Board Member  
David Embrick, Board Member  
Tracy Peressini, Board Member  
Barbara Katz Rothman, Board Member  
Cameron T. Whitley, Board Member  
Shiv Issar, Board Member, Student Representative  
Annulla Linders, Editor, *Social Problems*  
Cynthia Baiqing Zhang, Membership & Outreach Committee Representative  
Susan M. Carlson, Interim Executive Officer  
Michele Koontz, Administrative Officer and Meeting Manager  
Rachel Cogburn, IT Specialist

ITEM #3 – ADOPTION OF THE AGENDA

The Board adopted the agenda as presented.

ITEM #4 – REPORT FROM THE PRESIDENT

President Shirley A. Jackson reported on the state of the Society, including the on-going search for a new Executive Officer.

ITEM #5 – UPDATE ON THE SEARCH FOR THE NEXT SSSP EXECUTIVE OFFICER

Administrative Officer (AO) Michele Koontz reported that six complete applications for the Executive Officer position arrived by the October 15<sup>th</sup> deadline. The Permanent Organization and Strategic Planning Committee is moving forward with the review of applications. They are meeting tonight from 7:00pm-8:00pm (Eastern Time). The AO described the process and timeline for review and interviews.

- Michele distributes the application materials to the Permanent Organization and Strategic Planning Committee (POSPC) and the Treasurer.
- The POSPC, working in consultation with the Board and the Treasurer, will screen applications. This screening will take into consideration the protection/promotion of affirmative action and cultural diversity interests, as well as the qualifications of the applicants and the resources available from the applicants' institutions. Members of the POSPC may contact applicants and request additional information.
- Prior to November 4, 2022, the POSPC will recommend up to three applicants to the Board for review and approval; at the same time, the Board should receive a list of all applicants for the position. If the Board is not satisfied with the three recommended applicants, they may request that the POSPC reconsider its recommendations until agreement between the POSPC and Board is reached on a list of up to three finalists.
- These finalists will be notified by the POSPC that they will be interviewed via Zoom by a subcommittee consisting of the chair of the POSPC and two Board members (Dr. Shirley A. Jackson and Dr. Barbara Katz Rothman) no later than December 1, 2022 and by the Board as a whole.
- The subcommittee will submit a report to the Board no later than December 9, 2022 that includes the Zoom meeting and interview protocol used, a detailed assessment of each candidate as the potential Executive Officer, an assessment of the institutional support of the candidate based on interviews with relevant officials, and the subcommittee's recommendation(s).
- The Board will interview the finalists the week of December 12, 2022. The Board will use the subcommittee's report and recommendations, as well as the information obtained from its own interviews, to make a final selection of the Executive Officer.
- The President of the Board will contact the successful applicant and offer him/her or them the position. Once the applicant has accepted the position, appropriate steps will be taken to ensure a smooth transition to begin as early as January 2023 (no later than May 2023).

#### ITEM #6 – MEMBERSHIP & OUTREACH ISSUES AND GUIDANCE

President Shirley A. Jackson clarified the purpose of the current meeting, which is to discuss membership and the long-term viability of the SSSP. Overall, it was a brainstorming meeting, oriented to generating ideas rather than developing action items. The conversation centered on data from SSSP membership reports. The emergent issues concerned cost of membership, cost of conference participation, and the apparent issue that members are not renewing.

The Board discussed a member survey in order to clarify who the members are and where the Society needs the most improvement with regards to recruitment and retention. One point is that retention seems challenged in the US as compared to international membership. The Board did not discuss specifics of a member survey, such as responsibilities, content, and execution.

The Board reviewed the service positions. The general sentiment was that it's not necessary to reduce the number of positions, but rather examine how we pull people into the positions. It's also imperative to make sure we ensure diversity among persons identified to serve.

The Board identified a number of things that the SSSP does well. In particular, the members of the Board view the SSSP as more welcoming and open to new members and early-career colleagues. This

friendliness tends to build stronger connections among members. The SSSP has some very high-quality publications. In addition, the SSSP is a diverse group, including its multidisciplinary membership and its inclusion of academics and non-academics.

Sub-Item A. Develop Outreach for Ph.D. Students, Post-docs, and Untenured Faculty

Sub-Item B. Review the Number of Service Positions (Elected, Appointed, and Ad hoc) Relative to the Number of Members. Do We Have Too Many Positions to Fill? Should the Number be reduced? If So, How Might This be accomplished?

Sub-Item C. Identify Things that SSSP Does Well and Prioritize Them

Sub-Item D. Identify Things that SSSP Needs to Improve and/or Eliminate

Sub-Item E. Discuss Recruitment and Retention

Sub-Item F. Other Membership Items that need to be addressed

#### ITEM #7 – SCHEDULE AND REQUEST ITEMS FOR THE NEXT ZOOM BOARD MEETING

The Board plans to meet in December to interview the finalists for the Executive Officer position. Beyond these meetings, the Board agreed that, barring an unforeseen emergency, it would not be necessary to convene a regular Board meeting until January 2023. At the January meeting, the Board will discuss the anticipated TIC/TVIC Joint Report.

#### ITEM #8 – ADJOURNMENT OF THE 2022-2023 BOARD

There being no additional business, President Shirley A. Jackson adjourned the meeting at 4:31 pm.

Minutes respectfully submitted by Glenn W. Muschert, SSSP Secretary