

Minutes of WSSA Executive Council Meeting
Friday, September 29, 2017
8:00am - 5:00pm

Present: Barbara Bonnekessen, President; Christopher Brown, President-Elect; Anthony Amato, Vice-President/Secretary; William Schaniel (2016-2019), Meghna Sabharwal (2017-2020), Jesus Ruiz Flores (2017-2020), Debra Andrist (2015-2018), Mary Jo Tippeconnic Fox (2015-2018), Mark Melichar (2015-2018), Stephen Mumme (2015-2018), Karen Jarratt-Snider (2017-2020), Moises Diaz (2016-2019), Larry Gould, Executive Director; Kate Herke, Communications Director

B. Bonnekessen called the meeting to order at 8:35am. Introductions of the members of the Council followed.

D. Andrist moved and M. Diaz seconded approval of the meeting from the April 2017 meeting. The motion passed unanimously on a voice vote.

Decisions

- L. Gould announced the return to drink tickets for the reception. Food outlays at the reception will be staggered in time or will involve servers.
- Badges will be required at conference sessions and events.
- W. Schaniel offered and C. Brown seconded a motion to have M. Sabharwal assist K. Herke with social media, handling much of the “keeping in touch” social media posting, including Twitter, Snapchat, and Instagram in addition to Facebook.
- The Council reviewed the ballot for the coming elections. The redundancies in the paragraph of the Erickson biography were corrected. The Council agreed to vote by candidate. C. Brown moved and Karen Jarratt-Snider seconded the approval of D. Andrist’s candidacy for President-Elect. The motion passed unanimously on a voice vote. C. Brown moved and M. Melichar seconded the approval of Diane Calloway-Graham’s candidacy for Vice-President. The motion passed unanimously on a voice vote. C. Brown moved and Karen Jarratt-Snider seconded the approval of C. Erickson’s candidacy for the Council. The motion passed unanimously on a voice vote. W. Schaniel moved and Mary Jo Tippeconnic Fox seconded the approval of M. Gallamore’s candidacy for the Council. The motion passed unanimously on a voice vote. C. Brown moved and W. Schaniel seconded the approval of J. Clark’s candidacy for the Council. The motion passed unanimously on a voice vote. C. Brown moved and M. Sabharwal seconded the approval of S. Mumme’s candidacy for the Council. The motion passed unanimously on a voice vote.
- M. Diaz moved and a Council member seconded a motion to direct L. Gould to negotiate with North Dakota State University about its *SSJ* proposal. The motion passed on a voice vote with one abstention.
- L. Gould brought a mission proposal to the council for a vote. The council edited the document by discussion. The proposed mission statement then read:

The Western Social Science Association advances scholarship, teaching, service, and professional exchange across the social science disciplines. The Association's mission is to foster professional study, to advance research, and to promote the teaching of the social sciences, as well as to promote social justice, equitable treatment, and the application of due process for all peoples. Founded in 1958 as the Rocky Mountain Social Science Association, WSSA now draws on scholars and others in over 30 disciplines, or "sections," from all over the world. WSSA convenes an annual conference, publishes the Social Science Journal, a juried quarterly research journal, and the WSSA News, the association's newsletters.

Approval of the amended proposal (as detailed above) was moved by D. Andrist and seconded by Karen Jarratt-Snider. The motion passed on a unanimous voice vote.

Discussions

- B. Bonnekesen addressed the previous conference. She shared some reflections, raised the issue of Guidebook as the mobile app, and asked for feedback from those present. A request was made for instructions for the non-tech-savvy. B. Bonnekesen replied that instructions were available, alternatives are available, and tweaks can be made. She asked those present whether they wanted to use the app again. Positive comments followed. It was agreed to try the Omni app again. M. Sabharwal offered an insight about the rigid sectional organization of the program. On the other hand, the app allows session searches to take place by time of day. A. Amato raised the issue of timely session starts and stops. B. Bonnekesen and K. Herke offered insights on these matters.
- A discussion ensued about internet access in sessions. Discussion addressed who should pay and how the WSSA should facilitate internet [access](#). Sessions that need Internet connections will be advised that they needed to set this up with the hotel and pay relevant charges. Those present at the meeting also noted no TVs, overheads, slide projectors or video players would be provided.
- Discussion about possibilities for the Newsletter took place.
- L. Gould stressed the need to get the conference program out much earlier in the interest of participants' travel arrangements. Section coordinators' role prompted discussion. The discussion shifted to the topic of the final conference program. The issues of participants' multiple submissions were discussed. The need for standards for section coordinators' performances came up, and B. Bonnekesen described this as a matter of "creating section coordinators." Discussion ensued about sections and coordinators. K. Herke suggested sending out past participants' names to the section coordinators. Conversation followed about how to reach past participants and prospective participants. The prospect list, K. Herke noted, could be of use to section coordinators. B. Bonnekesen observed that sectional organization and connectedness vary. She discussed the need for measures in case "things go haywire" in connections and sections. She stressed that K. Herke will work with coordinators to bolster conference membership. All sections should be able to take advantage of this.
- Discussion about L. Gould's mission amendment followed and focused on definitions and precise words.

- Discussion addressed the team's campus visits. Kate said universities could set up university information tables. Council and leadership members asked whether the WSSA should ask universities to help fund events. L. Gould explained that in the past we did not ask universities "to pitch in." B. Bonnekesen said it was good PR not to ask for money. C. Brown said we could certainly ask for volunteers to work with our Spotlight NGO. This idea was well received by the Council.
- L. Gould raised some Governance Issues. Addressing Membership Fees, Larry proposed raising them by 10 USD, while noting the need to educate members. L. Gould will raise the issue at April meeting. He will work with J. Ruiz on Latin American members who need to register at the conference. The cutoff for the preregistration discount is March 22. B. Bonnekesen proposed adding incremental fee increases as conference date approaches. It was pointed out that every person registering onsite at conference costs more, and, if the WSSA had no cutoff date, workload would drop but then all nametags would be done at last minute, which would pose major logistical problems.
- Discussion covered matters of the *Social Science Journal*. North Dakota State is the only application. With Elsevier funds, the WSSA pays S. Witt \$7000, and it pays the assistant \$3000. We are looking at a huge increase in expenditure or no journal editor. L. Gould suggested that the WSSA should offer paying travel of \$1000 each to the conference. He proposes slightly lower stipend and over a three-year period, they would receive a graduated payment. The WSSA's revenue from Journal pays for large part of conference so working this out is vital, he insisted. The WSSA can "step back" from Saturday night to save money. With these changes, increasing fees will be almost inevitable, and changing how the WSSA spends money is necessary. They WSSA may need to ask students not to eat in hotel. L. Gould stressed the association needs to accept North Dakota State's offer. Their proposal was \$14,853 for one, \$14,300 for the other, \$1,500 each for conference travel, and \$1,500 for book editor. L. Gould concluded that this is exorbitant, yet he doesn't want to play hardball. He pointed out that they want double the money for half the work compared to what we pay Stephanie. He stressed the need to find out if their proposal builds in university overhead. M. Diaz raised a question as to whether a soon-to-retire person should be considered. L. Gould said, "yes." K. Herke raised the issue of adjuncts. L. Gould asked whether he could start at 70-80 percent and proposed graduated increase. A proposal was on the table to instruct L. Gould to respond to North Dakota State and enter into negotiations.

Reports

- L. Gould gave a report on the 2017 conference's expenses and revenue. He explained the rooms for the presidents and the system of comped rooms. He singled out audio-visual as expensive. He noted that the WSSA probably lost money on that conference. Discussion followed. He listed specific expenses for meals, receptions, and breaks. He discussed running out of food at a reception. He noted that there would be a return to

drink tickets. Tickets will be used for all receptions. He noted prospects for better future on-site management including innovations such as room temp apps for breakout rooms. He admonished all today to reserve rooms at the Hyatt because of the Final Four. He instructed all to note that he had given fair warning. He asked everyone to register for the conference. He asked all to book flights immediately.

- L. Gould discussed graduated fees. International attendees will receive accommodation, he stressed. In San Diego in 2019, the new fee and refunding structure will go into place.
- L. Gould discussed staffing. A Kelly temporary worker might be used at the desk to help K. Herke. Local student workers would be the preferred force for staffing the desk. Two student positions could be replaced or re-designated.
- L. Gould noted that B. Bonnekesen suggested an integrated ticket-badge system. A spreadsheet might be used. W. Schaniel suggested passwords with the app for section chairpeople. LCD projectors will be available in breakout rooms, and HDMI-cable-enabled screens will be in some breakout rooms.
- K. Herke spoke to the summer's events. She solicited suggestions about the website page on the conference. Suggestions followed about conspicuous registration links and ground transportation. It was noted that 27 dollars is a standard cab fare. She pointed out the issue of redundancy on the website. The redundant passages and pages are intentional. They allow the WSSA to catch users' attention and cover FAQs. Membership, through the journal count, is around 600. M. Sabharwal volunteered to offer and compose updates about membership, events, and the journal. M. Diaz stressed Instagram is more important for the young. M. Sabharwal volunteered to assist K. Herke with Facebook, Twitter, and Instagram. There is open posting on Facebook, but posts will not be visible unless approved by K. Herke. K. Herke announced that the summer newsletter was rolled into the fall newsletter. She asked all to send items. She needs volunteers for at least five articles by tomorrow (Sept. 30). Blurbs about members' publications and other activities will be welcome. M. Diaz will be discussing social media with K. Herke. He offered to connect with her later and visit about a couple of popular social media platforms. Snapchat and Instagram are apps that a fair number of college-age students seem to be more tied to compared to Facebook, he said. Instagram can be linked to Facebook, he pointed out. M. Sabharwal will be doing an intro to herself. K. Herke seeks to find newsletter authors outside the Council. She asked all to send suggestions. The marketing plans will be taken up over the fall.
- A. Amato asked about the suggestions submitted at the last conference. K. Herke reported that there was a dearth of suggestions about the interdisciplinary goal of the conference.
- L. Gould informed those present that small sums have been made available to section coordinators to reach prospective participants.
- B. Bonnekesen and C. Brown reported on the advance team's visits and strategies for developing membership and recruiting editors and leadership.
- L. Gould recounted an anecdote about hotel registration.
- Ms. D. O'Reilly presented on her role in hotel negotiation and location. Her role is that of an intermediary, and she enables the WSSA to preserve relationships with hotels. The

WSSA, she pointed out, is breakout-space-heavy, and hotels charge for this. She gave a summary of trends in room blocks and the market. Hotels have history reports at their disposal, she pointed out, and these history reports (e.g. our history) matter in how hotels react to hosting the WSSA. Reductions in the number of breakout rooms were discussed. Fewer breakout rooms or more guest-room nights would be required in order to make the WSSA more attractive and efficient. She also described the impact of tiers. Descending in tier could offer benefits in costs for the WSSA. She receives tours and invitations from cities' convention and visitors' bureaus, and this confirms the importance they assign to her role. Increasing the number of nights was the subject of animated discussion. Space management was one of the suggestions for how to obtain better agreements for the WSSA. The Council reacted, commented, and made suggestions. AV could involve freelance vendors in some cases for cost savings, but in-house work is simplest. She pointed out that portions and options in food entries could yield savings. Her point on locations drew comments. Applause followed her presentation.

- C. Brown reported on campus visits for the April 2018 conference. The team started out at UTSA, where Richard Jones set up a nice meeting with faculty. They passed out materials, and the faculty were quite interested. The team met with Dean Dan Orgello. He was quite enthusiastic, and C. Brown promised to send him student information. They headed out to St. Mary's, which was very receptive. The institution has a service-learning requirement, and our mission statement dovetails with their concerns. B. Bonnekessen presented WSSA conference information. The team proceeded to Texas A&M. They too were very receptive. They met with Dean Balla. They ventured to Trinity, where the VP for administrative affairs met with the team. Then they went to Incarnate Word, where they met with Kevin Reischalis. He offered students as volunteers. They want students to do community service.

Action Items

- Karen Jarratt-Snider volunteered to offer a written sheet of instructions for session chairs.
- M. Sabharwal volunteered and will handle much of the "keeping in touch" social media posting.
- M. Sabharwal volunteered and will work with K. Herke on a newsletter item on the former's new role in WSSA's social media efforts.
- All WSSA members, especially officers and council members, must register, reserve rooms, and book flights ASAP as the Final Four is coming to San Antonio during April.
- C. Brown and will review the section coordinators and make decisions about how to go forward.

- B. Bonnekesen asked Chris to send thank you notes and mention tables or posters in the notes.
- Fall 2017 Newsletter assignments:
 - As President, B. Bonnekesen will be doing the President's Soapbox column.
 - As President-Elect, C. Brown will be doing a brief persuasive piece on the conference, noting how successful our advance visits were. (added by e-mail response).
 - M. Sabharwal will introduce herself and her social media initiative.
 - D. Andrist will write San Antonio trivia
 - C. Brown will explain the new mission statement. (added by e-mail response).
 - L. Gould will write about exception to California travel ban
 - J. Ruiz Flores will write on Latin American Studies

Respectfully Submitted,

Anthony J. Amato

Minutes of WSSA Executive Council Meeting
Saturday, September 30, 2017
8:00am - 1:00pm

Present: Barbara Bonnekessen, President; Christopher Brown, President Elect; Anthony Amato, Vice-President/Secretary; William Schaniel (2016-2019), Meghna Sabharwal (2017-2020), Jesus Ruiz Flores (2017-2020), Debra Andrist (2015-2018), Mary Jo Tippeconnic Fox (2015-2018), Mark Melichar (2015-2018), Stephen Mumme (2015-2018), Karen Jarratt-Snider (2017-2020), Moises Diaz (2016-2019), Larry Gould, Executive Director; Kate Herke, Communications Director

B. Bonnekessen called the meeting to order at 8:33am.

Decisions

- The Council decided to offer free registration to the colleagues of the late Tom Hoffman at San Antonio. There will be an AIS session in remembrance of him.
- The Council endorsed and created a new position: associate coordinator of student paper competitions and awards. They chose M. Sabharwal to serve in this capacity.
- The Council accepted changes in the student competitions and grants documents.
- The Council accept a change in the format and title of the Past Presidents' Reception and Awards Ceremony. Henceforth, the Reception, the service of food and beverages, will follow the Awards Ceremony, and the [title](#) will reflect this.
- The Council made changes to the language, procedures, and deadlines of the competitions, awards and grants, which will go into effect immediately for the 2018 Conference and remain in place for all subsequent conferences. By assent of the Council, the appropriate texts were edited, the deadlines were moved up to January 15th (for submissions) and March 1st (for the final reporting out) for all of the association-bestowed awards, and separate graduate and undergraduate poster competitions were [enstated](#).

Discussions

- Karen Jarratt-Snider and Mary Jo Tippeconnic Fox recalled the late Tom Hoffman. They asked about the prospects of organizing a remembrance for him at the April 2018 conference. They offered a description of a proposed session in remembrance.
- K. Herke raised the topic of having a session on students' needs. "Students at risk" and "vulnerable students" were phrases used to the variety of situations and categories the panel would cover. DACA recipients and LGBTAQ expellees from home were two groups mentioned. How to raise faculty awareness would be the topic. It would be a brown bag lunch. The issue of outside food came up. The title will be determined. The composition of the panel was discussed, and council members suggested panelists. Who is lead on this session?
- W. Schaniel reported on the problems and successes of last year's paper competitions. S. Mumme singled out the words "hypothesis testing" for reconsideration. M. Sabharwal pointed to a lack of clarity with "multi-author" and "separately." The issue of

participants' multiple submissions was discussed. To facilitate clarity and access, K. Herke will be breaking the paper competition page into several pages on the website. As suggested by some, the paper competition needs to be the front and center on some of the site's pages. Moreover, checkboxes should be used to link section submissions and competition submissions. The timelines and acceptance process came up. A combination of questions, dropdowns, and defaults was chosen to screen papers. The Vine Deloria Award was the topic of some discussion. Conversations then turned to the matter of language in the competition requirements. The role of section coordinators in the process arose. W. Schaniel asked whether he could receive student paper submission alerts and he could followed up with section coordinators. Section coordinators' role prompted some conversation. The need for standards for section coordinators' performances came up, and B. Bonnekesen described this as a matter of "creating section coordinators."

- Discussion ensued about sections and coordinators. The discussion shifted to the topic of the final conference program. C. Brown asked about his role in finalizing and publishing winners. The distinctions between the Lamb and Deloria awards came to the attention of the Council, and clarifications followed. Addressing awards' aspects, K. Herke suggested plaques from the Baton Rouge establishment that provided them for the last conference. Those present concurred with the suggestion to keep using plaques and crystal globes.
- Turning to the process of the competitions, W. Schaniel stressed the need to communicate with and allay the concerns of the student applicants for competitions. His personal connection approach received words of approval from those present, and he declared his intent to follow it in conducting the competitions.
- The discussion returned to the question of deadlines and their practical impacts. B. Bonnekesen alerted all to the printed book deadline issue, and by assent the deadlines were moved up to January 15th (for the submissions) and March 1st (for the final reporting out) for the awards. B. Bonnekesen informed all of the publisher's deadline and printing logistics. The program composition, she stressed, has many details that must be followed. C. Brown asked, "how many sections missed the deadline?" B. Bonnekesen replied, "Only two," and provided background explanation. L. Gould inquired as to how removed coordinators received notice of their removal. B. Bonnekesen described the actions taken.
- The topic then moved to effective methods of communicating with multi-coordinator sections. Communicating with at least two of them through "et al." e-mails received endorsement. Opening discussion of the language and logic of the competitions and grants, M. Melichar read a list of his unanswered questions. He commenced by asking, "How many honorable mentions are made?" "It varies" was the answer, and some favored the continuation of this approach. He addressed processes in website submissions and queries, and W. Schaniel responded he "bounces back" to applicants with a link. M. Melichar asked about the Wicks eligibility.
- M. Melichar then proceeded to the poster competition. He suggested two separate competitions. L. Gould questioned the benefits of the competition and made several points. D. Andrist offered language changes. K. Herke inquired as to whether there should be two awards in each category, graduate and undergraduate. An approval of this division followed, and B. Bonnekesen described a split ballot. W. Schaniel and K. Herke discussed the poster competitions, and the latter described proposed appropriate web arrangements. Editing of the documents continued.

- The language about the printing of posters drew many comments and suggestions. The discussion moved to the Wicks Award. M. Sabharwal asked about winners' submission to journals. The language was edited to clarify. Striking the *SSJ* references and changing the reimbursement language received approval. Questions arose about the language and the course action in the event of no-show winners.
- Travel Grant details animated discussions among the Council, drawing many questions, explanations, and corrections. K. Herke clarified student workers' eligibility for travel grants.
- The Council proceeded to the student paper competition flyer and the cover sheet. K. Herke and W. Schaniel offered changes, and D. Andrist offered a sentence of explanation for the call. B. Bonnekessen asked W. Schaniel about his coordinator position and the competition philosophy. M. Sabharwal volunteered to assist with the student paper competition and awards. L. Gould spoke to the virtues of this arrangement. WSSA's contingency plans have called on the previous officer or appointee in the event of an unforeseen discontinuity, but the better approach to security comes with looking toward and preparing for the future, he said. The Council chose M. Sabharwal as associate coordinator of student paper competitions and awards.
- L. Gould's raised the issue of respect, courtesy, and solemnity at the awards ceremony. K. Herke and B. Bonnekessen suggested a change in the title of the President's Reception as a response to this. Their suggestion received countenance from the Council.
- L. Gould reviewed future conferences arrangements and directions.
- K. Herke raised the issue of newsletters and deadlines, shared assignments for the spring, and opened a discussion of the duties and roles of the Archivist.
- S. Mumme raised the issue of the in-person, full-council Fall Business Meeting in light of Zoom and Skype. The budget, he suggested, is the cause for consideration of this step. Conversation ensued. Fall business meetings in person and with the presence of all Council members received expressions of support from several in the room, and for now the meeting format shall remain intact.

Reports

- L. Gould gave a report on future conferences and arrangements, making points about changes, conditions, and innovations. Of particular interest were the room pickups and the comped room method whether it be a discount or free rooms. Target percentages were shared. He also pointed to a clause about the WSSA's right to bring its own LCD projectors. He noted that all future contracts in California will include references to labor difficulties and a release provision for the WSSA in such cases.

Action Items

- K. Herke will be making changes to the website according to the Council's advice and the website's capabilities. Karen Jarratt-Snider volunteered to offer a written sheet of instructions for session chairs.
- M. Sabharwal volunteered and will lead social media.
- M. Sabharwal volunteered and will work with K. Herke on a newsletter item on the former's role as leader of the WSSA's social media efforts.

- All WSSA members, especially officers and council members, must register, reserve rooms, and book flights ASAP as the Final Four is coming to San Antonio during April.
- C. Brown and B. Bonnekessen will review the section coordinators and make decisions about how to go forward.
- Newsletter assignments: K. Herke announced the following Spring 2018 Newsletter assignments:
 - Karen Jarratt-Snider and Mary Jo Tippeconnic Fox will be doing a joint piece.
 - D. Andrist will write about Southern sayings
 - D. Andrist will reach out to graduate students for small articles
 - A. Amato will write blurb about “fake” submissions

The meeting adjourned at 11:57.

Respectfully Submitted,

Anthony J. Amato