

IASNR Council Meeting

Dec. 5, 2013 (9:30-11:00am EST)

Meeting Minutes

Present: Matt Carroll, Naomi Krogman, Eick, Steve Selin, Angela Mertig, Erin Seekamp, Courtney Flint, Amanda Bentley Brymer, Mike Manfredo, Neelam Poudyal, Becky Schewe, Tom Fish

Absent: Gene Theodori, Joan Brehm

Meeting held via Lync and audio recorded.

Introduction and Welcome (Matt Carroll):

- Requested any changes to minutes from last meeting
 - Amanda Bentley's name is spelled incorrectly
 - Motion to accept – Motion passed

Executive Director Report (Matt Carroll):

- Welcome Jessica Burk
- Matt shared the various committees and their current chairs.
- Treasury has been successfully moved and is now operating out of SHSU
- Need one additional member for elections committee
- Requested the formation of a newsletter for membership
 - Joan will work with the Communications Committee to determine how best to accomplish this. Matt will write a Director's commentary section
 - Proposal to be sent twice a year
 - There was a discussion of a quarterly newsletter. No decision was made.
 - Two times a year seems like a good compromise.
 - What is the purpose of the newsletter? This would be important. Need to keep website up to date to get information out that may not make the newsletter/timeliness.
 - Primary content of newsletter?
 - Communicate info about publications, conference, job opportunities.
 - Events from the conference (quiz bowl winners)
 - Current research trends, job postings
 - What has Council been up to

- One published around Conference time (put in Conference packet), have it be a final reminder about the conference.
- Newsletter around conference could put call for hosting ISSRM three years out in the newsletter. Give host at least two years to book things
- Second newsletter go out around time of submitting abstracts, registering, soliciting nominations for Council elections – set the timing to be useful for this.
- Submissions will be solicited from the various committee chairs.
- The Communications Committee will determine the most appropriate frequency for the newsletter.

Secretary's Report (Joan Brehm):

- Joan was absent from meeting due to a Thesis defense.
- Written report submitted.
- Template has been developed for a written report summary from each standing committee.

Treasurers Report (Gene Theodori)

- No report, Gene absent.

Communications Committee Report (Joan Brehm)

- First meeting will be Dec. 16 to discuss these items.
- list-serve, social media, newsletter etc...
- Need to broaden communications link to current and potential future members.
- Student (Theresa) could be good liaison to student affairs, help with social media.

Assessment Committee Report (Courtney Flint):

- Discussion about limiting assessment to organization goals or more broad goals
- Hope to launch a few phases of assessment methods at start of new year.
- See three main goals:
 - Profile current and recent status of membership
 - Reach out for systematic review for how people utilize organization
 - Conversations for future efforts
- Need goals of our organization as front and center:
- Only two stated goals that are currently being met by journal and conference.
- Discussion to broaden objectives/goals of organization
 - Student involvement, mentorship, professional development?
 - Between meeting interactions and activities?
 - Professional development for academic and non-academic?

- Advocacy for social science and policy development?
- Appointed committee to cast a broad net, broaden the goals.
- Fostering professional development, interdisciplinary and policy development work would be wise idea. Fewer go on for academia, must cater to those beyond academia.
- Greg's report shows membership over time and how that has changed, leaving out non-academia. Need to make those connections between the two more explicit.
- Goal two of the current constitution may need more work.
- Futuring/visioning committee – explores additional goals to consider and may lead to constitutional amendment, which is a big deal.
- **Courtney made motion to expand the objectives and purpose to be more broad – No rejections**
- By next meeting, may try to delineate some realms to consider in the assessment so they do not wander too far afield.
- Primarily social science organization, but sometimes those boundaries are not clear. Don't limit ourselves to what is traditionally thought of as social science.
- Subject for discussion.

Editor Search Committee (Angela Mertig):

- The call was sent out. There have only been a few inquiries. Call needs to be re-sent sometime in December with revisions (including that this position is not paid etc.)
- Jill Belsky was getting bulk of inquiries; she had suggestions for how to revise the call.
- Council members should be talking to folks as well to promote this.

Site Selection Committee (Naomi Krogman):

- Had committee conference call
- Need to establish protocol for timeline so hosts know where they stand.
- Three-year back-up for call for proposals.
- Hosts will have two years to make plans.
- 2015, Charleston, NC
 - Call for 2016 Michigan Tech Kathy Halvorsen. Feb. deadline for proposal.
 - Concern about the remoteness of location by Site Selection Committee. Only a few incoming flights, but airports about 100 miles away. Many may drive from other locations in Midwest. Did host a 1,000 person conference recently with no complaints about getting there.
- Do we still need a call for 2016, time is running short. Kathy needs to know if there will be competition for this year. Need advice on that.
 - Houghton is a long way from anywhere, long drive from major airports.
 - Fabulous place, but more off the beaten path.
 - Cost to get there could be prohibitive.

- Kathy did address the cost issue, Hancock airport (2x daily) not very expensive.
 - Would offer shuttles from Marquette Airport (4x daily)
 - Many would drive from larger Midwest locations.
 - Still owe it to have an open call for 2016 to get all possible opportunities.
- Naomi will proceed with an open call – keep the February 21st deadline. This needs to go out in the next few days. Will work with any new interested hosts. Council should put word out as well.
- Discussion about the \$5,000 loan to host sites to help with PR and booking etc... Gets counted against their income after conference is over. May not be enough?
- Naomi commented that \$10,000 would be better; she had to rob from research accounts up front.
 - **Naomi made motion to increase loan amount (up to \$10,000) – No rejections**
- Discussion about underwriting losses from conferences. Need to be clear to hosts that if their losses, IASNR will back them up, or they will not.
- The current policy regarding profits (half to site and half to IASNR) will not be changed.
- Is IASNR willing to underwrite losses if there are some? Gene is not on call to comment.
 - IASNR covered the losses in Corpus Christi, TX
 - To what extent should be supporting the host organization if they take a loss?
 - Very few would be willing to host if they are told they have to assume all responsibility if they take a loss.
 - Site selection committee needs to ensure budget etc... is realistic, check in appropriately during process to try to ensure we break even.
 - If we remove ANY risk or responsibility of losses from host, hard to say they won't put on lavish conference and spend money foolishly, does not matter if they lose money, IASNR will take care of it. Must have careful MOU/Agreement to determine the parameters to balance risk of host and risk of IASNR.
 - Evaluated in the proposal and the plan as it moves forward. Careful review of any proposals to ensure fiscal responsibility.
 - Can you indemnify the host to a reasonable amount? Naomi thought her institution would have said no if there was no support in the case of a loss. She will look into that.
 - Ask prior leadership about previous agreements. Matt will follow up on this. Seems like it was done very informally in the past, but needs to be more formalized now.
 - Need direction for Tom (host for 2015). No idea what has been conveyed to Eick for 2014. Need to figure this out soon.
- **Naomi made motion to underwrite costs and create a clause for limitations for any loss – Motion carried**
 - Currently underwrite losses, look at any failsafe measures for the future.

- Concern about the necessity regarding the \$10 fee returned to IASNR from site per attendee. This is a considerable fee when the student fees are already very low. It makes it hard for the host to cover basic expenses.
 - Discussion to suspend the fee (for three years) to support the conference site. After three years, this will be determined on a case-by-case basis.
 - Don't take it off the books entirely.
 - Can the \$10 fee be applied to a specific type of registration or category? So much variation from host to host organization.
 - Student scholarship issue needs more clarification for the future. When Naomi hosted it they had an application and process, previously not based on need or any other issue. Eick was asked to put together a committee for this issue in 2014.
 - Taylor and Francis: would like to give us one sum of money for conference rather than splitting it up for the future.
 - **Naomi made motion to suspend \$10 fee back to IASNR and allow the host to use this as part of their budget from 2014-2016, then reconsider it annually for future hosts that have not been contracted (2017 forward)– Motion carries**

Elections Committee Report (Tom Fish):

- Need another member for committee
- Discussion regarding eligibility requirements for Executive Officers and other Council members:
- This is referenced in the Council Meeting Minutes 6/4/13 – see below.
 - *Formal motion: Quorum of the general membership in attendance at the annual membership meeting will vote on the following amendments to the Constitution and Bylaws.*
 - *Candidacy for IASNR council may be open to any paid in full for a minimum of one year professional member of IASNR.*
 - *Candidacy for IASNR Executive Officer may be open to any paid in full for a minimum of five years professional member of of IASNR.*
 - *MOTION PASSES unanimously*
- Adjusting terms of newly elected Council members. Problems with last election cycle. Reduce the term to three years served, and then run again, to help maintain the two year staggered cycle.
- Do we try to synchronize Officers with regular Council members? Not bad to have Officers on odd year, to avoid everyone being new at once.
- Documentation of a consistent election process and guidance for future committee members. Timelines, key duties/tasks, etc... to have consistency. Tom will put this together.
 - **Tom makes motion on limiting current Council members to 3 year terms, one year already served, to get back on staggered cycle (student representative has one year term, option to run again) – Motion carries**

Student Affairs Committee (Amanda Bentley Brymer):

- Refer to committee report: new SAC sub-committee chairs:
 - a. Theresa Groth, Student Chapters
 - b. Gina Depper, Student Member Assessment
 - c. Emily Silvers, Online Forum / Webinar
 - d. Shawn Olson, Mentor Program
 - Teresa Groth will also join the Council Communications committee, and Gina Depper will join the Council Membership Assessment committee.

2014 ISSRM Report (Eick):

- Discussion on open/organized sessions
 - Max 88 sessions
 - Will have about 400 papers
 - On track with participation
 - May have an official sponsor before Christmas
 - Qualifications and application process for student scholarships and student paper competition TBD

Conference Technology/Software:

- The free version of Lync is not working for Mac users
- Jessica will research additional options to provide a summary to all committee members
- Cloud Space: Joan and Jessica will determine whether DropBox or SkyDrive will be used

Meeting adjourned