

IASNR Council Meeting Minutes

Date: June 22, 2016

Time: 2:00-6:00pm EST

Location: ISSRM 2016, Van Pelt and Opie Library East Reading Room, Houghton

Council Members Present:

<input checked="" type="checkbox"/> Matt Carroll	<input checked="" type="checkbox"/> Gene Theodori	<input checked="" type="checkbox"/> Joan Brehm
<input checked="" type="checkbox"/> Tom Fish	<input checked="" type="checkbox"/> Becky Schewe	<input checked="" type="checkbox"/> Neelam Poudyal
<input type="checkbox"/> Greg Brown	<input checked="" type="checkbox"/> Courtney Flint (virtual)	<input type="checkbox"/> Dave White
<input type="checkbox"/> Eick von Ruschkowski	<input checked="" type="checkbox"/> Zhao Ma	<input checked="" type="checkbox"/> Erin Seekamp
<input checked="" type="checkbox"/> Rose Verbos (virtual)	<input checked="" type="checkbox"/> Pete Taylor	<input checked="" type="checkbox"/> David Sonenfeld

Guests: Paulus Mau

New Council Members: Rudy Schuster, Shawn Olsen-Hazboun, Paige Fisher

Minutes:

Introduction of Council–elect Members: Tom and Matt

- Round-table introductions
- Financial Ad Hoc Committee discussion will use more time, implications for future structure.
- Time for Operations Manual discussion.
- Other business should go fairly quickly.
- Introduce new Council members elect.

Approval of minutes

- Minutes approved unanimously.

Committee updates:

Policy—Dave (Zhao)

- Nothing to report.

Communication –Joan

- Newsletter, active FB page, etc...

Student affairs – Rose (Shawn)

- Rose – getting everyone on board and up to date for the newly elected officials.
- Challenge is to get information into one central location, move that into the IASNR Dropbox.
- Make sure Quiz Bowl/Student Forum information gets passed along.
- Continuing to work on new student chapters, benefits to student chapters.
- Potential for students to join standing committees.
- Matt – any liaisons to students from Sweden?
- No, different type of student organizations. Still have the student forum and quiz bowl.
- Jessica becomes in charge of Student Quiz Bowl buzzers/equipment.
- Becky - Need new Council member to be liaison to student affairs committee, Becky is cycling off as she leaves Council. Erin is the other liaison.
- Excited to be part of the committee.
- Becky – two new student chapters this year. University of Maine, Portland State?
- Portland State student chapter – we asked that they follow our existing rules. They have not followed up to create a chapter that would follow these rules.
- Matt – any other ideas for compromise?
- Erin – worried about setting precedent for future student chapters that would not require membership.
- Matt – frustrating that we want student members but we can't have student chapters that don't have actual members.
- David – Could there be a student chapter that is not affiliated with a University? We do require that affiliation.
- Rick – Do we have active professional members at Portland State? See if Max can get donations from colleagues and have them paid as a donation.
- Matt – the problem is how the requirement is worded in in our bylaws.
- Erin – set aside money from IASNR for student chapters to compete for fund to host local events.
- Rudy – they can't reserve a room at PSU if they are not a registered student organization.
- Total number of student chapters: 7 Each of them have variable number of students. Total students across the system as student chapter members is not more than maybe 50.
- Total student membership in IASNR is about 250.
- Rudy – don't see that as being a problem or setting a precedent.
- Kathy – problem is that most are members to only attend the meeting, problems with retention.
- Becky – one goal of student chapters is to have a group at University to create identity and meeting opportunity at local level, long term relationships between students and IASNR. Concern is that it would sever a symbolic tie between parent and student association.

- Rudy – might argue that reducing the financial burden could stimulate more people to join due to bond/relationship and not financial obligation.
- Matt – case could be made but at last Council meeting this was voted down. Happy to have another vote if people want that. Unless strong sentiment to re-vote this issue, not much more to say on this today.
- Becky – two issues to raise for PSU, have faculty donate their membership or use PSU funds to pay those memberships.

Elections and bylaws - Tom and Matt

- Council met in Feb. to talk about changes to terms of service etc...
- Adjustments to Executive Officers and Council member seats to change from 4 to 3 years.
- Adjusted the term of service to begin Jan. 1, allow 6-month shadow period.
- Synchronize all elections and announcements. Elections will occur every year now.
- Also developed Code of Ethics, permanent standing Ethics Committee.
- Added permanent Audit Committee
- All announced to general membership for review/comments, vote to occur during business meeting.
- Matt – business meeting is buffet, so will take time for folks to get seated.
- Re-naming Site Selection Committee to ISSRM Conference Support Committee, discussed at retreat but not formally voted for the name change.
- Gene- discussion was tabled and needs more consideration, not put to membership to change that name at this time.
- Tom – voting on these changes. Still operating under old bylaws until January?
- Newly elected Council members would serve 3.5 year terms to get onto new cycle.
- Student rep and student rep elect – brought in two to get that cycle into synch with the new cycle.
- Matt: When is the new election timeline?

Outlined in the Operations Manual draft:

- August/September – Early announcement of elections in fall issue of *Keeping in Touch* newsletter.
- November 01 – Solicitation for nominations to IASNR membership (request nominations by 15 December). Also post call for nominations on IASNR website.
- November 14; December 01, 07, & 14 – Reminder emails
- January – Vetting of nominees with IASNR Executive Director/Officers. Verification of nominees' willingness to serve on Council and request candidate statement (provide example candidate statement). See Appendix E – Elections Committee Documents for templates and specific language.
- January 15-31 – Construct ballot with candidate statements (e.g., SurveyMonkey) for distribution to IASNR membership.

- February 01 – Announcement of elections and distribution of request for voting to IASNR membership (i.e., close voting on 28 February).
- February 07, 14, & 21 – Reminder emails
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Site selection - Gene

- 2018 – host for 2018 (Utah) is here. Reviewed several proposals and are also in conversation with someone for 2019 site.
- Rick – site that they are working with is booking two years out. If working with commercial site, two years out is not unusual.
- Matt – when will you have recommendation for 2019?
- Erin – by fall meeting unless they re-open call.

SNR Journal – David

- Editorial meeting Thursday, copies of report to share (see attached)
- Editorial Board keeps growing and becoming more international. Trying to assist in getting AE to ISSRM meetings.
- Active presence on LinkedIn, and other social media outlets. Helping to increase the Impact Factor.
- Currently in year two of three-year editorial term. Council will need to lead effort to find new editors in the coming year.
- Need to form Editors search committee soon.
- Zhao – the time from submission to publication is increasing, getting better and smoother.
- Neelam – what is the criteria for the Outstanding article?
- David – sent out call for nominations in January. Articles published in current calendar year. Will also form committee to review all publications and nominations for the year. Also plan to designate several finalists to acknowledge those that have been strong contenders.
- Criteria has to do with relevance, rigor, theoretical/empirical contributions, contributions to the field.

Tech Proposal - Paulus

- Austin meeting Council asked for more incremental changes. (see attached proposal)
- Website statistics: vocal group of members, will quickly share when they have a problem. Increased pages/sessions and session duration.
- First part of proposal focuses on ISSRM registration/administration functions
- Kathy – a lot of these items in the proposal really resonate with her, things that are important and valuable changes for the future.
- Richelle – set it up to have one account for each individual person, unique ID for each individual person, identified with other documents or files that are associated with them. It would save so much time and effort.
- Paulus – trying to move that way for the ISSRM/IASNR.

- Could also help with membership – see they have a profile but they have not come to ISSRM.
- Huge problem with multiple accounts/lines for one person. Different spellings, emails, etc...
- Rick – would be helpful to be able to cross reference presentation times with authors and co-authors to avoid conflicts of time.
- Kathy – not sure that is really practical.
- Courtney – Joan and I did this by hand, there has to be a way that this can be done to help with planning.
- Richelle – Hard to do that, PLUS accommodate requests for specific time/date for their presentation.
- Matt – needs to be another discussion for the next proposal.
- Paulus – at least make sure that lead authors do not have conflicts. =
- Second part of proposal – membership sign-up Process
- Third Part – Bookstore Improvements
- Bookstore side has not been updated in several years.
- You can control inventory with the new system.
- David – advantage of facilitating a third-party book store link to specific suggestions. For example, Amazon organizational links where IASNR members could get discounts, etc... SNR is doing two special issues intending to be books published by Routledge, would be nice to link those books to the SEP bookstore.
- Jessica – most of our bookstore sales go to non-members.
- Books sold per year: In 2015, 136 books sold.
- Erin – what about adding some of the amendments we discussed? Is it more efficient to postpone the vote and do this a bit later once we add on some of the elements discussed today.
- Paulus – it is really just an additional feature, should be easy to add later, different problem. Don't see this as needing to revise current proposal to accommodate these issues.
- Only those who can vote are current Council only.
- Paulus and Jessica left room for discussion.
- Gene – already so far ahead in how we have integrated the web services. We need to update this and pay them to do this. We can afford this and it will make things easier as we go forward. Proposal 1 and 2 seem good and ready to go. Bookstore proposal is more complicated. May need more discussion. Gene is in favor of the proposals, incremental and positive assets.
- Not as sure about the bookstore proposal. Other question is membership fee structure. Can you purchase a 3 year membership?
- Rick – anxiety is a bit over dues increase. Lifetime membership is not a good idea, RSS had problems with this.
- Gene – vote in favor of 1 and 2, table proposal #3.
- Rick – not being aware of how much has transpired and changed to make it more efficient. Proposal includes money for a Conference planning staff person (\$30,000) and instead have a Grad Student for half that money. Allows for more reasonable registration fees etc.... One time investment in improvements to ISSRM/IASNR would be beneficial.

- Kathy – When held at a University you need better logistical support as compared to when you host it at a professional conference venue.
- Matt – returning to these three proposals.
- Neelam – already see the value of these improvements. Would cost a lot more if we went into the open market for these services.
- Zhao – ready to vote.
- Erin – encourage them to submit proposal to address additional concerns raised in meeting.

Becky made motion, Matt second: Table the third bookstore proposal.

All in favor.

Erin – motion to accept proposal #1, Neelam second. All in favor

Becky – motion to accept proposal #2, Zhao second. All in favor.

- Courtney – has to leave soon, so sharing now. Discussion of professional development committee, parting shot. 2-3 years ago took on initiatives to expand role of association to be more than journal and conference. But we don't seem to have capacity to be more than meeting and journal. If we want to move this forward, need to have critical mass to carry things out. We set objectives high, but did not have collective will to carry forward (policy, professional development). Be careful with what we take on into the future. Sorry to throw in now but had to leave.
- Matt – Council spoke clearly in Arizona to be careful about taking on new stuff, focus on foundational aspects.

Conference Stats and Updates - Kathy

- Richelle and Kathy co-organized by Richelle took the lead.
- Things going well, 475 registered, 175 students, 3 field trips today, 1 more tomorrow. About 50 people on field trip plus 40 on Thursday, 15 on Sunday. 6
- 0 students for Student Forum. Young Professionals event after poster session, 30 registered for that. People can still register, \$25 fee for that event.
- New this year, Founder's Challenge raised \$3000 total, still accepting contributions.
- Three keynote speakers. Two book signing events. Serendipity of Dudley Edmonson on campus tonight so that folks can also go to see his talk.
- Student Quiz Bowl, five teams on Friday afternoon. More teams wanted to participate.
- Off-site picnic event Friday night. More coordination. More flexibility for donated beer off-campus. Mentor/mentee lunch for those who registered for it.
- Confusion over professional development activities.
- New members meeting: 4:15pm on Thursday.

- 37 organized sessions, more than in the past. Worked hard to make this happen. Having people organize a session and invite their peers made a difference, more non-traditional participants.

ISSRM 2017 - Camilla

- June 19-22, 2017 right before Summer Solstice celebration. Three research teams dealing with same issues from different perspectives. Fits well with previous themes.
- Good relationship with IASNR and Conference Organizing Committee. Plenty of daylight. Good meeting with Matt in March 2016.
- Overall program outlined, three keynote speakers, website up and running already. Will settle timeline/deadlines this week.
- Applying for more funding to support conference. Different system – no external funders/donations like in US. But opportunities for more public funding sources. Also from University.
- Full University, two Universities at the campus. 35,000 students total. Another campus downtown focusing on arts and sciences. Most popular University for international students.
- David: Newest editorial board member is from Sweden. May be way he can contribute to the 2017 effort. SNR Journal has annual editorial board meeting in conjunction with ISSRM. Will try to facilitate participation from the more international editorial board. IASNR beyond Europe/N America etc... Sweden is opportunity to broadly publicise the meeting, may be ways to help participants from the developing world to participate. Something for Council to consider.
- Neelam – nice to have diversity in Keynote speakers from global areas of interest.
- One keynote is from Africa and one is from Indigenous community in Sweden.
- Erin – put out early ideas for travel ideas for people now. Promote other opportunities for local travel so people will know where to go to find information.
- Zhao – very active forestry social science community in Sweden. Could help with those contacts if you don't have those contacts already.
- David – went to Durbin and signed up for an eco-tour through a third-party travel agency. Having a travel agency to work with ISSRM to be available for prospective people.

ISSRM 2018 - Rick

- Please save the date, Snowbird Resort (Salt Lake City), 17-21, June 2018.
- Array of field trips for participants.

Treasurers report Gene

- See attached document from Gene. Segway into ad hoc committee on financial management.
- Should be in the black for ISSRM 2016. Still need to pay out the final account to ISSRM 2015. Still some discrepancies for College of Charleston numbers for ISSRM 2015.
- Overall on very solid footing for the year.

Preliminary Report of the ad hoc committee on IASNR financial management (Gene and Rick)

- Look at additional sources of revenue beyond dues and conference receipts.
- How we manage, organize, and invest our financial resources.
- Formed ad-hoc committee to review this. Not ready for any formal proposals, but have some ideas to share.
- Gene: in terms of managing treasury and investments. There are some legacy issues.
- Two major products: ISSRM and the journal. We play a weak role in these. T&F manages journal. ISSRM – we put it on the local hosts and fortunate to not lose our hide, but never know what will happen.
- Drafted ideas, not ready to share final draft.
- Conversation around SNR and ISSRM. Third point in conversation is going back to the Business Model.
- Rick – not duplicate elected officers, so maybe Chief Administrative Officer. Individual who would provide heavy hand in operations with SNR, ISSRM.
- We all volunteer and we are busy, hard to make time for all that needs to be done. This would be a paid position.
- Rick – logic to address discontinuities in election cycles. All Executive team comes off every three years. Having paid professional that does not cycle in that time might provide more attention to the detail.
- As we elect people, expertise, time, and commitment will vary. Having a paid professional would help you to have someone that would make it a priority. As volunteers, our jobs come first. Need to find someone who does not let things slip through cracks, it is their paid position. Someone with experience managing budgets, organizing conferences, etc... may do it better and more consistently.
- Nobody sees this as replacing Jessica. Want her to be part of the business office management team.
- Two –three step process. Need to develop revenue stream to help pay for this professional service support. Want to avoid going into reserves for IASNR.
- What are those revenue streams?
- Membership Dues – had this discussion to raise dues. Tied to re-negotiation with T&F. Re-negotiation with an electronic-only subscription.
- Raise dues for professional to \$110 and pay extra for hard copy journal. Raise student fees to some increased fee. Keeping more of that in our accounts. We give half of fees to T&F.
- If we have 400 members, and 300 don't want journal, you just raised \$15,000 by not sending that money to T&F. Never had that as a conversation with them.
- Need to have some negotiation on what that fee might be. Not clear if they are actually making money on paper copies.

- David – points of clarification. Financial arrangements includes the payment that we give to them for subscriptions. Also includes honorarium for editorial support of journal. Recently got that increased.
 - Encourage to think about full operations of the journal, not just the subscriptions. What are the financial needs of the journal.
 - Subscription and support parts need to come together under this Chief Admin. Officers office.
 - Would the budget be managed out of Editorial office or IASNR? Need to see how that money is being spent and how could we take some of that and reduce some of those costs.
 - David – want to advance proposals to expanding the budget. Two editor in chief volunteers, 23 associate editors who volunteer, one half-time grad student. Want to provide more financial support to help Associate editors from developing countries to participate in ISSRM and attend meetings. Want to actually expand the expense side. Need to think of journal as scholarly enterprise.
 - How can we come back to T&F and show them how we strengthen their subscriptions and their other journals?
 - Need to have some negotiated arrangement where there is some benefit back to the organization for any books or other materials that are mutually beneficial.
 - Pete: Look for new sources of revenue that don't exist right now with the journal. Don't see any way to cut any money from the current budget and still maintain all the things that are currently important.
 - They currently pay about \$35,000 to student as assistant editor, includes pay, benefits, and tuition.
 - Number of submissions has increased a lot. Assistant editor communicates with contributing authors. Receiving more submissions and publishing more. Assistant editor interfaces with entire editorial board. Essential role in operations of the journal.
 - Need to sort out more and learning from current editors before conversations are held with T&F.
 - Could be a revenue flow from conference registration fees. Used to charge a \$10 fee for every registration that came back to IASNR.
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- If move to Chief Admin. Officer, could reduce some of the cost of putting together the ISSRM proposal and actual conference.
 - Could pull together different investment strategies and endowment funds. We have no mechanisms for those things at the current.
 - Starting January 1 – have these different revenue streams more thought out and use that to fund a paid professional.
 - SAF has a professional fundraiser that works with them to raise funds. Only gets paid if they raise money, paid a percentage based on what they would raise. We have never really asked people directly for these kind of donations.
 - Chief Executive Officer could be someone that we want to have fundraising skills.

- Get a rough idea of how many IASNR members are supporting the SNR Journal via subscriptions.
 - David – we are supportive of new negotiations.
 - Need to include the SNR report to the Council as well. It is included in the Council meeting minutes.
 - Tom – helpful to have a conference planner that is the same year to year....continuity over time.
 - Could still have a chief administrative function, but work with an external conference planner to run all the conference logistics.
 - Would be worth getting bids on a professional conference planner/conference services professional.
 - Rick – important to get organizational expertise in planning and hosting the meeting. There have been years where we come close to getting nobody to submit a bid. Internal capacity would be very important to go forward.
 - Nobody views this as some ‘gold plated’ arrangement that costs IASNR a lot of money. We are talking about a private service provider contract, consultancy fee. Rabel Burdge did this for RSS. Someone who can do this for a modest fee and also has the time and interest/commitment. Compare the models – a modest expense item. See this person as not usurping existing leadership structure, they answer to Council and Executive Leadership. Protect yourself and existing leadership.
 - Pete – troubled by an approach that does not pay/compensate someone for benefits. Model of labor that does not have a responsibility to things like benefits etc... Careful with minimalist approach. David and Pete have tried very hard to see that journal does more than just providing a job. Professional benefits. Can’t jettison health, tuition, etc... benefits.
 - Rick – vision was more for someone already committed to organization, near or in retirement. Not a recent graduate or young professional that would need more support.
 - Want to come back with proposals to Council by our next September/quarter meeting.
 - Zhao – if we get folks like Rick, invested in organization over time, wage issue would not be as significant. Harder to find the person with the necessary skills.
 - Tom: Was suggesting a service provider professional.
 - Becky: better to think about the specific skills we want to have, rather than people. Concerns for IASNR as ‘insider’ group, seen as insider. Need to be more inclusive, continue to move this direction. Thinking about specific skills rather than people/individuals.
 - Zhao: Organizational support/structure over time, the journal as revenue stream, etc..
 - Rudy: Proposals would be good, options, need to clearly outline the duties and responsibilities. Then consider the people who can fit those duties/responsibilities.
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- David: City Management form of government model. Caution to not collapse the journal into the Association as just a revenue source. Strategic planning approach to development of journal.
 - Gene: Journal is currently NOT a revenue source for the journal.

- Pete: How we approach this with the journal is important. How can we increase revenue and then how the Association benefits. Partnership/collaboration model is really important. Changing financial aspects is certainly important, but not everything.
 - Rick: No suggestion that this is not mutually beneficial just need to re-visit this.
 - Ask the committee to solidify this into a set of proposals for the next Council meeting? Compartmentalize these ideas into distinct proposals. Some could be short-range and some long-range proposals.
 - David: We have an annual budget – can share that with the Association and make a proposal for Council’s information to take into account for future negotiations.
 - Tom: Could look at continuity of folks renewing membership over time (Jessica). Look at data we already have and see what the shortfalls and risks would be.
 - Becky: We have the assessment data from just last year.
 - Tom: Internationalization issues: benefits of membership discussion.
 - Zhao: Doing well financially.
 - Gene: We are not hurting, but the Association is not making money.
 - Zhao: Seems that hiring a chief administrative officers would be helpful for IASNR and our roles and responsibilities.
 - Tom: Primary revenue stream is membership dues.
 - 2015: 151 conference professionals, student 62
 - 197 renewed outside conference, regular 36 student renewals,
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- Neelam: list of responsibilities and duties that we would want this person to do.
 - Membership data needs to be more clearly flushed out.
 - Additional sources of revenue/potential revenue.
 - What about the tasks and needs of the organization rather than an individual?
 - David: Sometime in coming year searching for new Editors. Coincidence of that with all these other elements, Council should formally ask Pete and myself to submit proposal of financial needs of the journal for the next three years into the future.
 - Don’t see that as a way to squeeze more money out of the journal/revenue.

Discussion/review of Operations Manual Draft

- Will be done virtually, no time at Council meeting.

Discussion of future role of the Professional Development Committee

- Did not occur.