

NCSA Business Meeting

Minutes

Bowling Green, Ohio
October 8, 2004

Attendance: Kent Schwirian, Jerry Pankhurst, Fayyaz Hussain, Marty Schmidt, Bruce Keith, Patrick Bell, Kathy Rowell, Debra Swanson, Paula Dubeck, Steve Carlton-Ford, Jie-Li Li, Marty Jendrek, Harry Potter, Natalie Haber, Kathy Feltey, Dean Purdy, Jay Weinstein, and Susan Alexander

I CALL TO ORDER: The meeting was called to order by Kent Schwirian, President, at 9:10 a.m.

II INFORMATION ITEMS

Kent Schwirian summarized items regarding changes to the NCSA Constitution and By-Laws which were approved by Council members at the previous evening's meeting.

III APPROVAL OF MINUTES

Susan distributed copies of the minutes from the Old Council Meeting on April 1st, 2004, and the New Council Meeting April 4th, 2004.

Motion to approved (Schmidt/Jendrek) the minutes. Approved 10-0-1.

IV REPORTS

Secretary: Susan Alexander,
No additional report.

Treasurer's Report: Marty Jendrek

Marty distributed a partial Treasurer's Report. Of particular note is that both membership and registration increased at the last meeting. Marty has repaid the Useem fund the \$8,000 previous borrowed. Discussion followed regarding membership and registration fees. fees

ACTION ITEM: Marty will gather information about possible pay structures for lifetime members to present at the spring 2005 New Council Meeting.

Finance Committee: Harry Potter

Suggested the Finance Committee will consider moving to a Vanguard "Income" Fund account to increase NCSA interest on these accounts. He also noted that Sociological Focus income is generated income for the NCSA.

Membership: Jay Weinstein

Noted that NCSA membership grew by 34% in 2004, and there was a notable increase in student participation. Membership numbers do not include participants in the High School Teacher's Workshop. Discussion followed concerning additional ideas for continuing to increase membership.

ACTION ITEM: Marty Schmidt agreed to create an information poster about the NCSA for display at the annual meeting.

Jay discussed the possibilities of off-site membership recruitment prior to the annual meeting including: a luncheon for individuals in the region of the meeting, state by state local planning meetings for information and recruitment, and a High School Teacher's luncheon in summer

before annual meeting. A discussion followed about how to attract high school teacher's and make the annual meeting more relevant to their needs, including a link on the NCSA web site. Discussion of CEU credits could be offered at the meeting in Pittsburgh.

***ACTION ITEM:** The Teaching Committee will investigate the possibilities of CEU credits and contact Keith Roberts, High School Teacher's Workshop organizer, about this matter.*

Jay distributed a copy of the NCSA brochure, noting the need to update it soon.

***ACTION ITEM:** Bruce Keith agreed to create a diagram of the membership committee structure to add to NCSA materials.*

Student Awards Committee: Fayyaz Hussain

Fayyaz has submitted the call for papers for the NCSA Student Paper Competition to ASA *Footnotes*. In anticipation of more papers, he is planning to increase the Student Awards Committee membership by at least two new members (from six to eight). Considerable discussion followed about automatically adding all papers submitted to competition to the program.

***ACTION ITEM:** Fayyaz will forward to the Program Committee a list of all papers submitted to the competition -- including student author, faculty advisor, and paper title -- for inclusion in the final program.*

***ACTION ITEM:** Fayyaz will: 1.) send a letter to all faculty advisors encouraging them to attend the NCSA meeting to support their students, 2.) send a letter to all students submitting papers to encourage them to present in a regular session, 3.) add a line to the submission guidelines to suggest students are "highly encouraged" to submit to regular sessions, and 4.) organize a special roundtable session for undergraduates to present their papers.*

Executive Officer: Dean Purdy

Dean noted that any information that a committee wishes to post on the NCSA web site can be sent directly to Cindy Saylor, who manages the web site. Discussion followed about the specific items to be placed on the NCSA web site: all past award winners, all membership and registration forms, and the potential of using a commercial vendor for interactive forms and on-line payment using a credit card.

***ACTION ITEM:** Dean will investigate potential vendor who provide interactive forms and on-line payment using credit card, and he will report at the spring council meeting.*

Room rates for future meetings follow: 05 Pittsburgh, \$95-100; 06 Indianapolis, \$120; 07 Chicago, \$114, 08 Windsor, Canada, \$125-135. The chair of Local Arrangements will send out information to high school teachers and colleges and universities in the Pittsburgh area, and she is investigating local AV vendors. Dean will arrange for complimentary gifts (e.g. tote bags) for meeting participants. Bill Bielby is the keynote speaker. Bruce Keith will order the keynote speaker's gift.

Ad Hoc Committee on the Butler Jones Scholarship Fund: Tom Calhoun

Due to Tom Calhoun's recent hospitalization, the committee report was submitted by Marty Schmidt. The committee recommends that the fund be built to \$10,000 through a special campaign before distribution begins. The fund would then be used to support a graduate student paper competition that demonstrates multicultural research with a focus on African Americans. Once the competition was established the hope would be to extend it to include undergraduates.

***Motion to approve** (Rowell/Purdy) the recommendations of the Ad Hoc Committee on the Butler Jones Scholarship Fund to build the fund to a minimum of \$10,000 and then initiate a graduate student paper competition on multicultural research focused on African Americans. Motion approved (11-0-0)*

Past President: Bruce Keith

As chair of the Nominations Committee, Bruce is currently putting together a slate of candidates for the 2005 elections. Any nominations should be sent to him.

Student Representative -- Undergraduate: Patrick Bell

No report.

Vice President: Kathy Rowell

Kathy distributed a preliminary copy of the annual meeting. She noted there will be a Symbolic Interaction mini-conference within the NCSA meeting, and she has been contacted by a regional Social Psychology organization about a similar idea. Kathy anticipates an additional 100 participants at the annual meeting due to these partnering efforts. Kathy also thanked VP-elect Rebecca Bordt for all her help with the program.

Teaching Committee: Debra Swanson

Deb noted that the Teaching Committee is organizing 22 research sessions, 3 workshops, 1 keynote address, and a poster session for the 2005 annual meeting.

***Motion to approve** (Swanson/Rowell) that the NCSA annually provide funds for the hotel expenses for two nights for the keynote speaker for the High School Teacher's Workshop. Motion approved (11-0-0)*

Deb summarized the Constitutional and By-Law changes approved by the Council the previous evening regarding the creation of a Teaching Section, and to include the establishment of a Teaching Awards Committee.

Editors, *Sociological Focus*: Paula Dubeck and Steve Carlton Ford

Paula and Steve distributed a report, in conjunction with the past editor Gay Kitson. Items of note include: the acceptance rate, the special issue on Latino experiences, the increase in institutional subscriptions, the difficulties in establishing the membership base for journal distribution, and the listing on EBSCO and Academic Search Premier. There is also considerable effort to reinstate *Sociological Focus* on the SSCI (Social Science Citation Index), including the expansion of the editorial board to be international.

Appreciation was expressed for all the help of Mary Abby, the former assistant editor.

***Motion to approve** (Schmidt/Purdy) the NCSA formally expressed its gratitude to both Mary Abby for her work as assistant editor and Rebecca Ostoyich for her work on the NCSA Constitutional changes by providing each with a \$50 gift certificate. Motion approved (10-0-1)*

***ACTION ITEM:** The editors will explore the possibility of moving the membership time frame from January 1 to sometime in early fall, and report at the spring 2005 Council meeting.*

***ACTION ITEM:** The current editors will write a letter to Gay Kitson on behalf of the NCSA for all her hard work as the past editor of *Sociological Focus*.*

Race, Ethnic, and Gender Equality: Jie-Li Li

No report.

Student Representative -- Graduate: Natalie Haber

Natalie noted the changes approved by the Council during the previous evening's meeting regarding the creation of a Student Section. She distributed a report that included the goals and objections of the Student Section. Natalie also reported on the committee's seven point plan to increase student NCSA membership and participation at the annual meeting. She will also contact Jay Howard, organizer of the PPF (Preparing Future Faculty) program at the annual meeting about how to encourage student participation.

President Elect: Kathy Feltey

No report.

Vice President Elect: Rebecca Bordt, not present.

Applied and Clinical: Steve Steele, not present.

Community Colleges: Donna Fletcher, not present

Distinguished Service: Tom Calhoun, not present.

Editor, Newsletter: Joe Yenerall. Not present.

Employment Exchange Program: Chris Bradley, not present.

Local Arrangements: Barbara Dennison. Not present.

Professions, Freedom, & Responsibility: Annulla Linders, not present

Public Policy: Brian Coleman, not present.

Publication Policy: Bob Shelly, not present.

Scholarly Achievement Award: Doug Harper, not present

Webmaster: Cindy Saylor, not present.

V NEW BUSINESS

None

VI ADJOURNMENT: The meeting was adjourned at 1:40 p.m.