

Minutes
NCSA Mid year Council Meeting
October 10, 2014
Canton, OH

Present: Matthew Lee (president), Dina Banerjee, Jacqueline Bergdahl, Todd Callais, Bob Carrothers, Barbara Denison, Scott Desmond, Lisa Hickman, Fayyez Hussain, Danielle Lavin-Loucks, Annulla Linders, Alan McEvoy, Brendan Mullan, Larry Nichols, Jeff Seymour, Rachel Stein, Conference Coordinator Joyce Lucke

Call to order at 9:04 am, Matthew Lee presiding. Introductions were made around the table.

Motion by Brendan Mullan, second from Anna Linders to approve the Old Council meeting minutes from April 10, 2014 in Cincinnati as corrected (fix the date). Motion carried, no nays or abstentions recorded.

Motion by Anna Linders, second from Bob Carrothers to approve the New Council meeting minutes from April 13, 2014 as corrected (fix the date). Motion carried, no nays or abstentions recorded.

President Lee moved on to his report. He highlighted various items, particularly the new website and specifically asked if there were other comments on new website. Positive comments were shared and Danielle Loucks-Lavin thanked for the work she provided. He mentioned the work done by Lissa Yogan, Rachel Kraus and Joyce Lucke to promote some financial savings. Then he moved to address the idea of creating a budget process and then use that budget to inform decisions to spend money. Some discussions about interpreting the financial reports provided by the treasurer highlighted how the *Focus* income “washes through” the financial statements; also the new expense of projectors last year was covered by *Focus* funds so that is an example of a “wash.” Discussion followed about the positive contributions of having a budget reflecting general operating expenses, and having the annual meeting budget separated out. Matt Lee suggested that he, the VP, treasurer and finance chair could work on a budget to bring to the Council. He noted we’ve been “careful stewards” of funds so there’s not a problem but in these fiscal times a budget process may be prudent. Consensus was expressed on the idea of the named group moving forward with budget planning. A question about the rotation of meeting sites we have formally adopted was raised and explained with the suggestion that Brendan Mullan’s presidency can take this topic under consideration (to which Brenda agreed).

The next topic for discussion was Matt Lee’s suggestion to consider raising fees, whether we raise registration or membership fees. Anna Linders pointed out membership fees can’t be changed without a vote of the membership. The conversation continued about the registration fee structure, particularly the institutional (group) undergraduate student registration fee. Concerns over what this costs us were expressed, but also the value of the program for bringing undergraduates to the annual meetings. It was mentioned several times that the group registration was defined as being for 10 students; more than 10 would need to be paid for with another institutional fee or paid separately. A variety of issues were shared including

- some of the unintended consequences of having many students in attendance
- that involving undergraduate students in the meetings is one of the strengths of NCSA
- The issues of ill-will created when only 1 or 2 of the group is presenting but those students owe membership as well
- The sense of losing money on institutional fee for undergraduate students

Motion: Anna Linders moved, with second by Brendan Mullan, that we eliminate the institutional registration fee for undergraduate students beginning with the 2015 annual meeting, and each undergraduate student attending will pay a per capita registration fee of \$25; in addition any undergraduate student presenting will also pay the required membership fee of \$25. Motion carried, no nay votes or abstentions recorded.

Following the vote discussion followed on raising the graduate student registration fee to \$35. It was pointed out that the joint meeting in 2016 reverts to the MSS pricing structure so it may be better to see what the impact financially of the change for undergraduate student pricing will be and talk about raising the graduate student registration fee after the 2016 meeting. Anna Linders also suggested to Matt Lee that Leslie Elrod might want to contact the institutions that have used the institutional fee to explain the change to them proactively.

A question was asked about the comments on the book exhibit, with remarks about the decline of physical book exhibits at meetings, and the idea for a virtual book exhibit. Some sort of video presentation may be possible and Joyce Lucke will look into it.

Moving on to the vice president's report, Anna Linders reported on the progress so far with the call for proposals (which is ahead of previous years' schedules) and how the new method for proposals is working. Larry Nichols reminded us we are going to have the presidors count attendance at sessions on a simple form available in the session rooms. Joyce Lucke and all members of the Program Planning Committee present will meet with Matthew Lee and Anna Linders after the Council meeting today to go over specific annual meeting logistics.

Treasurer Leslie Elrod could not attend, and Lisa Hickman (Finance Chair) said she was taking notes and will share all the information with Leslie. There were corrections made to originally circulated treasurer's reports so once the numbers have been recalculated and verified we will have corrected figures. We need to check if the institutional fees paid were actually \$150 per the correct fee (which changes the income) or were mis-charged at \$100 so notes should be attached explaining it to the report. Anna Linders explained the miscellaneous charge on our account and Leslie Elrod and Joyce will converse about how to try and correct that.

A question about insurance was raised; we pay for insurance but we don't know if it is indemnification insurance protecting officers or is it liability insurance or both? Leslie Elrod as treasurer is directed to investigate what insurance we have and if we don't have appropriate coverage investigate purchasing what we should have.

Brendan Mullan started his report highlighting the joint meeting in Chicago with MSS for 2016. He has been very pro-active and already initiated meetings and consultation with counterparts at MSS. Brendan highlighted a discussion about the plenary speaker he is engaged in with the MSS and he will let us know how things proceed.

Motion made by Matt Lee, seconded by Anna Linders authorizing Brendan Mullan to suspend the fee structure in our constitution for the joint 2016 meeting with MSS if he sees it as necessary. Motion carried, no nay votes or abstentions recorded.

Brendan Mullan continued with his report, focusing on his goal to personally reach out to chairs of departments at the Big 10 universities in our region; he also mentioned adding an outreach to the chairs at community colleges. He also mentioned approaching ASA about more exposure of the regional associations with ASA, and that the Pacific and Eastern societies are working to reach out to emeriti faculty. Todd Callais mentioned the importance of getting NCSA identified in the various scholarship of teaching and learning listings circulated and made available within our region. Significant and varied discussion followed but which was unanimously supportive and encouraging of Brendan's efforts.

Moving on to the vice-president elect's report, Bob Carrothers mentioned his job will definitely ramp up in the coming months, and that he also lends support to everything Brendan is working to do.

The Teaching Section report from Jackie Bergdahl brought several items to our attention. First, the teaching Section wants to invite Maxine Atkinson from ASA to speak to the state of the discipline at the 2015 meeting. Joyce Lucke volunteered to contact Margaret Vitullo at ASA to arrange for Maxine Atkinson. Next, Jackie mentioned the success of the survey last year to generate award nominees and she will work with Danielle to find that survey and/or generate survey for this year. It was shared that it's a great idea for the Tomeh, Yinger and Teaching awards because it generates more nominees. The Teaching Section breakfast should still be included, it is well attended and generates a lot of ideas, Jackie reported next. Commenting on the teaching development certificate, Jackie noted that 22 forms were given out but only 2 completed forms with essays were received. The role of the essay in this certificate is something the Teaching Section needs to address. Some discussion followed, generating suggestions that we organize sessions on topics such as for chairs', grad directors, and undergraduate coordinators. Brendan Mullan, assisted by Alan McEvoy will take the lead to organize a session or sessions on the topics mentioned above in 2016 and there's still time to propose things for the 2015 program. Finally, it was reaffirmed that the high school teachers' workshop has been in decline and was not offered in 2014; there seems to be a lack of readily visible and eager audience for the workshop in Cleveland and it will be reassessed for 2016 in Chicago.

The Student Section report from Alan Grigsby was received, reviewed, accepted and the suggestions for social media updates made in the report and directed Danielle Lavin-Loucks to work with Alan to make the changes.

Skipping to Student Paper Awards, Todd Callais made a verbal report. He wants to direct all submission for student paper awards to be electronic, and make the deadline January 9th which was agreed by all present (he will work with Danielle Lavin-Loucks to make these corrections on the website). He also addressed the confusion surrounding undergraduate paper competition submissions being required to submit to present. We agreed all undergraduate papers submitted to competition must also submit to present. It was reiterated that students must attend and present at the conference in order to win. Discussion followed about encouraging attendance at sessions with the paper award winners and there was a sense these things are attended unevenly.

No reports received and no one was present for the Aida Tomeh Award, Applied and Public, and Community Colleges committees so there was no discussion

Equality and Inclusion Committee report from Dina Banerjee includes suggested guidelines for the Butler Jones Award to be initiated at the 2015 meeting.

Motion: Barbara Denison moved, seconded by Anna Linders to adopt the guidelines proposed in the report, which are

Eligibility to receive the award:

- The applicant must be a student – undergraduate or graduate
- The applicant has to be a member of the African American community
- The applicant must attend the 2015 NCSA annual meeting in order to receive the award

Application process:

- Please submit a letter of purpose (in 2 pages maximum, font style – Times New Roman, font size – 12, double spaced, standard margin) detailing why do you think you should receive this award. Address in the 2 page limit how your participation at the meeting carries forward the tradition set by Butler A. Jones; and how winning this award would impact you to succeed as a sociology student.
- Please have one letter of recommendation submitted from your academic advisor or a faculty member in which the person you select should address your qualifications for this award; and what the significance of winning this award would have on your sociological study at your institution.

After asking for ideas for further activity by this committee it was suggested to organize a panel on the Ferguson events, and raise awareness of any inequality or dis-inclusion issues that arise in our region.

The Finance Committee report by Lisa Hickman will be amended accordingly with the corrected treasurer's report. Council expressed appreciation for her efforts.

Membership chair Jeff Seymour expressed his keen interest in getting started as a new chair and asked for suggestions. A number of ideas were shared, including finding past efforts (Bob Carrothers offered assistance), creating lists of all sociologists, all departments, all grad coordinators and so on for email blasts. Bob Carrothers agreed to work on creating a specific list of duties for the Membership Chair.

The Nominations report details there is ongoing work but the slate of nominees is not yet complete. It is desirable to have the election in late fall and that has been shared with Lissa Yogan and is still the goal.

Profession, Freedom and Responsibility chair Fayyaz Hussain reported on the changed charge to his committee and his ongoing attempts to organize a session at the meeting. Brendan Mullan commented on how well Fayyaz's committee's session last year had been received.

Publication Policy Steve Carlton-Ford was not present and submitted no report. Anna Linders, editor, reported on the journal *Sociological Focus* saying all is going well. She commented Taylor & Francis are responsive and good to work with as editor. Some conversation followed about how journal publishing houses may or may not be perceived. A couple special issues are forthcoming.

Public Relations chair Danielle Lavin-Loucks had distributed mock-up for newly designed newsletter. We will need to add the article award in the Scholarly Achievement category and the Butler Jones Award; those chairs will provide Danielle with the information. A question about getting publicity about members' various media and local activities was asked and Danielle would welcome us sending her those things for the website. A 90th anniversary recognition is also being discussed. We reiterated to Danielle how wonderful the website looks and our appreciation for her hard work.

Scholarly Achievement Award chair Larry Nichols summarized the efforts of his committee which split into 2 subcommittees reviewing submissions for the 2 separate awards (book and article) now being awarded. The committee should have made decisions on winners by February 1st as agreed by previous Council so nominations for the 2 awards will close on December 5th.

NCSSC chair Alan McEvoy shared some thoughts on how the NCSSC could evolve:

- Have student papers submitted accompanied by a short letter from a faculty member recommending the paper
- Require students to submit a one page summary

Much conversation about adding these requirements resulted in a motion to change the name of the committee.

Motion: Barbara Denison moved that the name “North Central Student Sociological Conference” (NCSSC) be removed, the undergraduate constituency this addresses be included in the “Undergraduate Sessions Saturday” at NCSA with second by Matt Lee. Motion carried, no nay votes or abstentions recorded. The NCSSC chair will henceforth be called the “Undergraduate Sessions Chair.” Some conversation about deadlines for the program and who produces the program followed with no clear resolution.

Moving to the Conference Coordinator on the agenda, Joyce Lucke reminded us the space is a bit tight for the 2015 meeting in Cleveland as we’ve grown since we reserved the hotel. Things should fit given we have been offered using 2 of the open store fronts in the arcade as well as the 6 meeting rooms reserved.

Old business brought Larry Nichols speaking about regional associations’ efforts to grow with reference to the special issue of *The American Sociologist*. We discussed trying to find information from our archives at BGSU and scanning in past conference programs and other materials to create more information for public awareness and perhaps to aid in some organizational research on NCSA.

Motion: Bob Carrothers, second by Anna Linders to adjourn. Motion carried, adjournment at 2:38 pm.

Respectfully submitted,
Barbara Jones Denison, NCSA Secretary