

## Minutes

### Western Political Science Association Executive Council Meeting

Thursday March 11, 2004  
Portland Marriott Downtown Hotel  
Room: Mount Hood  
8:00 a.m. -12:00 noon

**Members Present:** President William Haltom; Program Chair Barbara Norrander; Treasurer Gilbert St. Clair; Recording Secretary Peregrine Schwartz-Shea; Council Members Mary Caputi, Valerie Martinez-Ebers, Andrea Simpson, Raphael Sonenshein, Anne Costain, Victoria Farrar-Meyers, Al Harris, Mark Petracca, Susan Burgess, David Camacho, Howard Gillman, Joel Kassiola

**Ex-Officio Members Present:** Harold Clarke, *PRQ* Editor; Ron Hrebenar, *PRQ* Managing Editor; Elizabeth Moulds, Executive Director; Elsa Favila, Associate Director; Timothy Kaufman-Osborn, Past-President

**Members Absent:** Ken Godwin.

**Guests Present:** John Bretting, Nominating Committee Chair; Lynda Roberts, *PRQ* Coordinator and Office Support; Richard Clucas, Local Arrangement Chair, Portland; Ron Schimdt, Incoming Vice-President and Program Chair

**Call to Order:** The meeting was called to order by Bill Haltom at 8:11 a.m.

#### I. APPROVAL OF THE MINUTES

The minutes of the Friday August 29, 2003 Executive Council Meeting in Philadelphia were approved subject to the correction of a typographical error.

#### II. REPORTS

##### A. Executive Director's Report: Elizabeth Moulds.

Executive Director Elizabeth Moulds reminded of us of a change in her status. Betty is now officially professor emeritus.

She has been working on the archives. She has completed a "rough sort" but there is more to be done.

More and more of the conference activities are now centralized in Sacramento including the web site, preliminary and final programs, exhibitor oversight, and pre-registration.

There have been some password problems with the new system that participants use to upload their papers.

The local arrangements team for the Oakland Marriott has fallen through due to the ill health of Judy Gruber. Betty and the program chair, Ron Schmidt, have been working on plan B.

She has been visiting sites for the 2006-07 conferences including Las Vegas and Albuquerque.

The budget is healthy (now \$178,000 compared to \$129,000 last year). The dues increase has been helpful and is still being implemented for institutions.

WPSA gave a full set of awards last year due to the “nagging principle.”

Summer will be busy getting started in the search for the *PRQ* editor.

### **B. Program Chair’s Report: Barbara Norrander.**

Program Chair Barbara Norrander reported that there were 169 papers in 22 sections at the conference, and she thanked her section chairs and Elsa Favila, Associate Director. There seemed to be quite of bit of variety in format; section chairs experimented with panel size, usually from 3-5 papers but sometimes just two.

There was a problem with a room change due to miscommunication among the Marriott staff but free drink tickets were given in compensation. Signs were put up in the elevators to announce the change.

Barbara noted the success of the new on-line submission of abstracts. It seemed to increase participation and provided more information that enabled trading between section chairs. She noted that 2/3 of panels requested overhead projectors.

There was some confusion about getting papers to discussants. Some participants expected discussants to go on line to download the paper and some discussants reported they couldn’t read the paper on line. Other participants emailed the paper directly to the discussant.

The uploading of papers was a challenge. About 313 papers have been uploaded to date with 100 uploaded in the last three days. It is clear that participants need more guidelines for this process in terms of when it should be done. This should include not just sticks but carrots, e.g., a lottery for a balloon ride for those who upload on time. There has not been sufficient communication from the All Academic, Inc. office to WPSA, though Sean Twombly of APSA was very helpful. WPSA needs to put more information on its website about this process. It needs to let people know that logging in is not required for getting others’ papers, only for loading one’s own paper.

Valerie Martinez-Ebers congratulated Barbara and Elsa on a great job with the first use of the new system. John Bretting echoed the congratulations, noting that this all occurred during a time of massive virus problems nationwide.

It was noted that feedback needs to be given to All Academic, Inc. The search function on the site is not particularly friendly. It was recommended that they examine the **SSRM** website.

We can expect improvements in this system year after year.

Ted Jelen noted that it should not be up to the chair and discussants to be proactive; it should be up to the individual participants.

### **C. Local Arrangements: Richard Clucas**

Use your free drink tickets! Room changes are irksome but this sort of thing happens all the time at conferences.

There were 819 pre-registrations, the second highest number ever. There were only 10 exhibitors, down from last year, but Portland is not known for its publishing. The Marriott is a good location, the weather has been great, and the room rate is fantastic.

In cooperation with APSA, a room was provided for e-jobs interviews in which participants arrange a meeting through the internet. The timing at WPSA works especially well for one year hires. Victoria Farrar-Meyers noted that she had used this system and it does work well.

Richard noted that Thomson-Wadsworth had sponsored the name tags just as the New York Times sponsored the lanyards. These donations increased the bottom line for the conference.

Betty thanked Richard for a job well done.

### **D. Nominating Committee Report: John Bretting.**

John Bretting reported that the Nominating Committee worked hard to balance the slate in terms of many factors including school size, whether the school was public or private, distribution of the membership, etc.

WPSA Nominating Committee Slate for election at the March 2004 Membership Business Meeting

Vice-President and Program Chair 2005-2006

Valerie Martinez-Ebers, Texas Christian University

Recording Secretary 2004-2007  
Barbara Morris, University of Redlands

Executive Council 2005-2008

Region A  
Gary Segura, University of Iowa  
Noelle Norton, University of San Diego

Region B  
Lori Cox Han, Austin College, Sherman TX

Region C  
Todd Donovan, Western Washington University

**E. Financial Report: Gil St. Clair.**

Gil noted that WPSA income exceeds its expenditures (unlike many state governments these days). See attachments.

**F. PRQ Report: Harold Clarke / Lynda Roberts**

Harold Clarke noted that the co-editor of *PRQ* is Ken Godwin. He introduced his editorial assistant, Hillary Zwolinski.

Harold handed out information on the journal. The number of submissions has doubled this year. The PS ranking has *PRQ* in fourth, nudging JOP (in third). APSR is first and AJPS is second. Figure 2 shows that adding together the “revise & re-submits” with first acceptances produces an acceptance rate of 13% which is close to the other journals. He doesn’t see this rate changing given the nature of WPSA and U.S. political science.

He noted that *PRQ* has a new format (8 1/2” by 11”), which allows longer articles and gives more room for data display and spatial analysis. Electronic submissions are now possible through the *PRQ* web site though they are still taking paper submissions. Their electronic submission process is more flexible than that of AJPS.

He noted that *PRQ* is now part of JSTOR. Timothy Kaufman-Osborn noted that they found difficult to find *PRQ* via JSTOR. Harold responded that he hadn’t had problems but they should email the editorial staff if they do have problems.

Harold thanked Victoria Farrar-Meyers for chairing the Committee to select the *PRQ* Best Article Award, which went to Professor Mark Peffley, University of Kentucky, and Professor Robert Rohrschneider, Indiana University, for their September 2003 *PRQ* article, “Democratization and Political Tolerance in Seventeen Countries: A Multi-Level Model of Democratic Learning.”

There followed extensive discussion about *PRQ* with responses from Harold Clarke. Council member Joel Kassiola inquired about Figure 4 showing the distribution of published articles across fields. He noted that, in terms of papers delivered at the WPSA conference, the field of political theory is very prominent but political theory is virtually absent in *PRQ* at about 3% of the articles by his calculation.

Harold responded that the editors are aware of this situation. It reflects the low number of submissions from that field but the editors are working to change this. One specific initiative is a symposium issue on applied political theory with Timothy Kaufman-Osborn as guest editor to signal to political theorists at the conference that *PRQ* is a place to submit their work.

Joel argued that it would also be useful to expand the advisory / editorial board to include more political theorists.

Council member Howard Gilman expressed concerns that there seem to be preferred methodologies for publishing in *PRQ*. In his area of public law he has noted more quantitative work recently compared to the past in which more historical and doctrinal work was published. Howard noted that if there is not an editorial policy on methodology, perhaps this is just a perception or a misperception.

Harold responded that this is a concern because *PRQ* wants to publish the best work as a general journal. Looking to the future, they are trying to change perceptions as with the symposium issue. Their bottom line is that they want to publish high quality work. Harold says he encourages authors to feel free to communicate to the editors and to suggest potential reviewer names.

Andrea Simpson observed that some people don't return revise and resubmits. Timothy Kaufman-Osborn observed that he and others have been working to get more submissions. He has been appointed to the *PRQ* editorial board to help try to change perceptions.

More articles are being published in the comparative field recently. *PRQ* is not doing as well in IR because there are fewer IR panels at WPSA because it competes with the ISA meetings.

Harold responded that other things he is doing is emailing distribution lists and writing pieces for newsletters indicating that *PRQ* is neither just quantitative nor behavioral American. He will do another mass email.

Bill Haltom argued that what is needed is a set of benchmarks in order to make comparisons over time. One could do a profile comparing *AJPS* and *JOP* to *PRQ* if the goal is to be the "same" as those journals. But a more appropriate approach would be to take the number of panels per field at WPSA because WPSA has always looked different from the MPSA and the Southern Association. *AJPS* and *JOP* have been

experiencing complaints that as “major general journals” they are not methodologically open.

Ron Schmidt suggested that one approach would be to poll the WPSA membership. How do those who receive a copy in the mail feel about the journal?

Betty offered thanks to the University of Utah for its annual subsidy to the journal. *PRQ* has been owned by the University of Utah for 57 years. Ron Hrebenar is Managing Editor of *PRQ* and Lynda Roberts is *PRQ* Coordinator and Office Support. Lynda manages the data base on membership numbers. Individual membership numbers have decreased since Las Vegas (655) in 2002. The numbers for 2003 and 2004 are 581 and 505 respectively. Individual memberships are important to the long term financial success of the journal. The number of library subscriptions has been on a long term downward trend. *PRQ* has probably suffered fewer library cuts than some journals because the cost has been kept under \$100.

Lynda Roberts, *PRQ* Coordinator and Office Support, reported one issue of concern – that the costs per manuscript have increased for 2003. This has to be monitored but, at this time, there is no need to consider a dues increase dues.

It was observed that JSTOR has a 3 year firewall to prevent a decline in Association memberships.

Ron Hrebenar, Managing Editor of *PRQ*, noted that *PRQ* should seriously consider joining EBSCO, which gives searchers one-page summaries of articles.

Howard Gilman asked whether all associations are experiencing a decline in individual membership. He argued that WPSA should survey the regional associations on this issue.

There was some discussion about the possibility of a graduated scale for dues. The MPSA is no longer doing this. There followed a discussion of financial hard times in the California system. Raphael Sonenshein noted that discussants can't get money for conference travel. It was noted that tenure-track positions are now often being filled by adjuncts and adjuncts are less likely to go to conferences as is also the case with those employed at community colleges. Getting community college member participation is very difficult because they are teaching five, six, and even seven courses. In California there are now one day meetings for adjuncts. APSA has had little success getting community college participation and the same goes for the Pacific Northwest Association. Raphael noted that community colleges have a different culture: no travel funds, part-timers, more inter and cross disciplinary emphasis. But it is important to think about this issue as in the UC system, after two years, students then move to universities to complete their degrees.

Barbara Norrander noted that the WPSA has a teaching section and there are two panels devoted to teaching on Saturday morning.

Mark Petracca suggested that we set aside money as an inducement for community college people, something like free registration or a one-year free subscription. This could be tried at Oakland. Joel Kassiola observed that invitations to department chairs might be effective. Oakland would be a good place for such an effort. One could identify the community colleges within 100 mile radius of Oakland and then contact department chairs.

### **G. Membership Report: Elizabeth Moulds.**

Individual membership numbers have decreased since Las Vegas (1127) in 2002. The numbers for 2003 and 2004 are 921 and 891 respectively. Individual memberships are important to the long term financial success of the journal. The number of library subscriptions (WPSA Institutional Membership) has been on a long term downward trend. *PRQ* has probably suffered fewer library cuts than some journals because the cost has been kept under \$100.

### **III. OLD BUSINESS**

#### **Convention Sites for 2006, 2007, and 2008: Elizabeth Moulds**

For 2006-2007, the two sites being considered are Las Vegas and Albuquerque. Moulds and Favila conducted site visits of four hotels in Albuquerque and two hotels in Las Vegas. They recommended the Hyatt Hotel in Albuquerque for 2006 and the Riviera Hotel in Las Vegas for 2007.

Though WPSA used the Alexis in the past (a non-gaming hotel that is some distance from the main gambling area) it has since decreased in quality and, as important, there are safety concerns if participants walk to and from the strip. Some consider the Riviera tacky but there are no safety concerns.

The motion to accept the recommendations was moved and seconded and approved unanimously.

For 2008, the conference is to be in Southern California. The site of San Diego will be explored.

#### **B. On-line Membership Form: Lynda Roberts**

Lynda Roberts, *PRQ* Coordinator and Office Support, gave a financial report on *PRQ*. She also discussed her findings of the costs of integration of the *PRQ* and WPSA on-line systems. Currently the systems are distinct and Lynda manages an in-house data base of *PRQ* subscribers. Though it would be desirable to have a system like that of APSA, because that system avoids duplication, she found that the company, Media Solutions, would integrate the systems for \$9,750.

Because of this cost, Lynda will continue to send renewal slips for *PRQ* via mail. WPSA can collect membership money at no additional cost at the WPSA pre-registration site.

Thus, there will continue to be two imperfectly matched data bases: *PRQ*'s database of WPSA memberships and *PRQ* subscriptions (w/ partial email information) and WPSA's database of email addresses from conference registrations. Although there is a very large overlap between the two databases, there are typically 100 to 200 WPSA members for whom we have no email addresses. Thus, when the WPSA president or executive director sends a message to the membership via the email list (from conference registration), it is not received by all WPSA members.

Lynda Roberts, Elsa Favila, and Betty Moulds will work to make sure the fields on the WPSA pre-registration site match what is used for *PRQ*.

#### **IV. NEW BUSINESS**

##### **A. Budget for 2004-2005: Gil St. Clair.**

Treasurer Gil St. Clair reported that the association is solvent, with net assets of \$178,212. The association was under budget by \$10,000 last year. It is building an endowment against "contingency loss," e.g., in Denver last year we missed disaster (a conference canceling snow storm) by one week. See attachments.

For 2004-5, WPSA will be compensating Betty part time for her work as Executive Director.

**The proposed budget was approved unanimously.**

##### ***PRQ* Editorial Selection for July 1, 2006 term: Bill Haltom.**

An editor to succeed Harold Clarke and Ken Godwin is needed for the term beginning July 1, 2006. The *PRQ* Editorial Selection Committee (ESC) will be chosen by incoming president Barbara Norrande by September 2004. The ESC typically includes a past editor, a past WPSA president, as well as Ron Hrebenar, Managing Editor, in ex officio capacity. The ESC normally consists of between six to seven individuals total. The ESC will meet at APSA in September 2004 to decide a time line and recruitment and advertisement strategies. A recommendation for the new editor is to be made to the Executive Council in September 2005.

**[Recording Secretary Note:** Shortly after the Portland Executive Council Meeting, it was discovered that there are inconsistencies between the WPSA Bylaws and the MOU with the University of Utah regarding the process to be used for appointing the committee to select the new *Political Research Quarterly* editor. This will be an item for the next Executive Council meeting. President Barbara Norrande proceeded by soliciting names of potential committee members from Executive Council members,

used these nominations to develop a committee slate, and sought majority vote approval of this committee from Executive Council members by an e-mail ballot.]

According to the terms of the Memorandum of Understanding (MOU) between WPSA and the University of Utah, "The Managing Editor of PRQ, in consultation with the Dean of the College of Social and Behavior Science at the University of Utah, will have the right to reject an editorial candidate if and only if the candidate's institutional support for the editorial position is deemed insufficient for the financial soundness of the PRQ." The ESC makes recommendations to the WPSA Executive Council which makes the final decision and appointment.

A discussion followed about the desirability of an outside publisher (with the University of Utah retaining ownership). Ron Hrebenar (Managing Editor) argued that the University of Utah provides a subsidy of \$33,000. The relationship between the association and the journal is unusual in that other associations own their journals whereas, in this case, a university owns the journal.

Harold Clarke reviewed what his and Ken Godwin's institutions "brought" to WPSA and the University of Utah: an intern for each editor; one-course release time for each editor; two 20 hour research assistants at \$13,000 each; office space; and a budget of several thousand dollars each year

It was suggested that such information should go on the WPSA website. Harold Clarke indicated that he and Ken would welcome phone calls from potential editors. Raphael Sonenshein supported the idea that something general should be posted on the web—not too specific but that sets out "normal expectations," e.g., a graduate student intern, etc.

The advertisement or job announcement will state that the "extent of the potential editors' university financial contribution will be weighed as a factor" by the Editorial Selection Committee.

It was observed that *PRQ* is a reflection of WPSA. It should reflect the breadth of fields, methods, and types of approaches presented at the conference.

**"Full Panel" Proposals: yes or no?: Barbara Norrandner.**

Barbara received 10-12 full panel suggestions that were emailed directly to the section chairs. APSA has a specific form for this and WPSA can examine their form and make a similar one available for WPSA.

There are tradeoffs associated with full panel submissions. On the one hand, such submissions can tie the hands of section chairs. On the other hand, they can produce coherent panels and are a good way to encourage people to participate from other regions of the country.

The understanding should be that program and section chairs have the flexibility to either accept or reject full panels or to pick and choose papers from the submitted panel (i.e., to cannibalize). What is important is to let people know ahead of time that cannibalization is a possibility. Make this language clear on the web site and the form, e.g., “Program and section chairs have the power to re-allocate papers submitted as a full panel to other panels.”

There was an extended discussion about the degradation of professional norms in terms of sending papers to discussants in a reasonable time frame. Program chairs need to give instructions with a deadline. In the future, paper postings on All Academic, Inc., will allow the monitoring of who has and has not uploaded their paper.

### **Policies and Procedures Update: Elizabeth Moulds.**

Council members received a copy of the Policies and Procedures document with proposed changes indicated. The changes concerned: (1) clarification of dates and deadlines for the awards given by the association; (2) changes in the distribution of duties between the local arrangements chair and the executive and associate directors based on technological changes, e.g., web paper proposal submission and the uploading of papers to All Academic, Inc.; (3) the addition of “Associate Director” to Section V.C. which allows reimbursement for travel expenses incurred during site visits.

The changes were approved unanimously.

### **WPSA Website Links: Bill Haltom.**

Does WPSA have a general policy re links? Bill Haltom raised the issue after an inquiry and request for a link from the *Political Theory Daily Review*. The next president should develop a policy. There should be no commercial links.

### **Other**

Returning to the issue of encouraging participation from community colleges, Raphael Sonenshein suggested having a plenary session of broad public interest that would attract community college people. So, for example at Oakland, WPSA could have pollsters, campaign strategists, and/or those discussing electoral mechanisms.

### **Meeting adjourned at 12:00 pm**

Respectfully submitted,  
Peregrine Schwartz-Shea  
Recording Secretary