

Minutes
WPSA EXECUTIVE COUNCIL
Thursday, April 2, 2015
Caesar Palace Hotel, Room: Messina
Las Vegas, Nevada
8:00 a.m. – 11:45 a.m.

Members present: Louis DeSipio, Victoria Farrar-Myers, Julie Novkov, Carrie Currier, Michael Bowers, Richard Clucas, Elsa Favila, Tony Affigne, Chris Shortell, Regina Branton, Celeste Montoya, Kimberly Nalder, Jennifer Wilking, Tiffiany Howard, Teena Gabrielson

Members absent: Martin Johnson, Jessica Lavariega-Monforti, Michael Genovese, Jane Junn

Ex Officio Present: J.S.Maloy, Mark Button, Laurel Weldon

Visitors: Stacy Gordon, Stephen Stambough, Val O'Reagan, Meredith Conroy, Peter Cannavo, Leah Fargotstein, Edel Heslin

Meeting called to order at 8:16am by Victoria Farrar-Myers

- I. Approval of Minutes from the August 2014 WPSA Executive Council Meeting. Motion to approve by Julie Novkov, seconded by Chris Shortell.

II. Reports

A. Executive Director's Report: Richard Clucas

Richard outlined the various tasks he does as Director:

1. Conference issues. With respect to the Las Vegas conference: Caesar's sold out some of our meeting rooms to another group, then offered guest rooms lower than what we had contracted with members online. They made up for some of it by waiving our attrition fee (which is thousands of dollars if we didn't meet our room quotas) and they are taking \$10,000 off the master bill to make amends. Future conference planning – next year is in San Diego (March 24-26). University of San Diego will host the conference with Political Science Department Chair Vidya Narkarni serving as local arrangements chair. Room rates will be \$189/night. 2017 will be in Victoria, 2018 San Francisco Hyatt, 2019 San Antonio Hyatt. Richard was able to get Hyatt Hotel to agree to switch the years of the San Francisco and San Antonio conferences so that the association could meet in San Francisco while the hotel workers were still under contract. The San Francisco meeting was originally scheduled for 2019. With the union contract expiring in August 2018, the association would have faced some of the same potential problems that it confronted at the 2010 conference in SF. Moving the SF conference to 2018 enabled the association to to avoid those potential problems. The 2020 Long Beach negotiations fell through due to a variety of factors so a new location will be explored.
2. Work with the different editors. Still looking for editors for the newsletter, and he noted he works with other journal editors throughout the year.

3. Financial Planning. Richard discussed the creation of the association's first endowments and the acceptance of its first donations. Ron and Rosemary Schimdt have donated \$2000 to the association. The association is hoping that other members will also contribute. In addition to the endowment he explored getting an audit for the WPSA but decided it would be better to get a financial report rather than a full audit. He was also asked to get insurance cancellation coverage, which he did for 3 years. This insurance will cover us in the event we have to cancel the conference.
4. Agendas & committee work. He answers questions for the different committees and works on the agendas for the conference.
5. The plan for Spring/summer includes the following: wrap up the Las Vegas convention (reports) and begin planning the APSA meeting, work on the San Diego meeting, find a site for the 2020 conference, research California Non-profit laws, work with the financial review some (though this is more Elsa), and work with the PGI search committee.

B. Program Chair's Report: Louis DeSipio

Things look good thus far – workshops had good attendance, rejection rates were fairly low (some individuals did not even send in abstracts with their proposals and were rejected), a good mixture of graduate students and those established in the profession. The conference within a conference went well – these are panels offered in succession so we might create dialogue/conversations on specific topics. There were four conferences within a conference this year in Las Vegas. Encouraged people to attend the receptions and the Pi Sigma Alpha talk.

C. Local Arrangements: Tiffany Howard

Noted many volunteers and speakers were secured and they worked closely with the planning committee. On site registration was also going strong.

D. Nominating Committee Report: Stacy Gordon

Nominating slate was presented and Stacy mentioned that as usual they tried to pay attention to diversity of institutions and individuals (race, ethnicity and gender).

E. Financial Report: Michael Bowers

The numbers from Seattle were good, with almost \$90,000 in convention income. The beginning balance was \$414,423.02, total assets of \$644,506.02. Overall the budget is strong, total expenditures for operating were \$116,030.24 and total net assets were \$528,475.78.

F. PRQ Report: Jason Malloy

Jason noted the reception at the Apollo pool this evening, thanked the Sage people for their help with the transition, and provided an overview of some high points. First, 9 months into the new transition things are going well with a record high number of submissions this year at 438. They have worked to get new reviewers and hope that adding reviewers will also help those individuals to remember to submit to the journal. He is also trying to strengthen the ties with the journal and the association by reaching out to people from last year's conference and soliciting them to submit. There were probably around two dozen papers the editors saw from the previous year's conference that might fit well in the journal. In addition he noted that they are giving out reviewer awards where reviewers will get a gift

certificate from sage publication and a letter will be sent to their department chairs recognizing their service.

G. PGI Report: Laurel Weldon

The journal's mission is to be the journal that publishes the best stuff on social groups (gender, class, sexuality, etc.) and they are trying to do this across all of the different subfields within political science. A note about the lead editorship – it rotates around the members of the editorial team, and is not just a single permanent editor. In terms of content, the journal is keeping the same structure of six research articles, dialogue pieces, and review essays. Its turnaround time on research articles is two months, but the dialogue pieces can take a little longer because there are several pieces involved. Finally she noted that the political psychology issue is free online for a little while.

H. Western Newsletter Report: Stephen Stambough, Val O'Regan

Stephen presented about what they have done with the newsletter. The newsletter highlights things going on with the conference (undergrad posters, etc). For the future it might be good to give publicity to innovations like the conference within a conference to encourage folks to do this in the future. In the past they have done two issues a year (one issue before the submission deadline and one just before the conference). Stephen and Val have edited the newsletter for six years, and reminded everyone the association is looking for new individuals to edit the newsletter. Richard Clucas and Valerie Farrar-Myers thanked them for their long service and good work.

I. WPSA Committee on Information Technology: Meredith Conroy

A reminder that this committee started off as an ad hoc committee whose intention was to oversee the Western's social media presence. In the future they may work on getting the program online to make it accessible from people's phones. They have a Facebook page, a LinkedIn page (they haven't done much with this yet), and a twitter account (used to promote scholarship and retweeting members scholarship or opportunities to publish, etc). The newest undertaking is the blog: thewpsa.wordpress.com The blog is intended to promote new scholarship, and also promotes scholars by encouraging them to submit think pieces and tie their scholarship to current events. They are working to recruit new members to the committee and perhaps find a few individuals to be regular contributors to the blog.

** Committee took a break at 9:50 and the meeting was called back to order at 10:08am

III. **Old Business**

A. Future Convention Sites: Elsa Favila, Richard Clucas

The rotation of future convention sites involves moving locations both in/out of California and between the Northwest/Southwest. Since Long Beach fell through, the rotation schedule should put the conference back into southern California next. There were suggestions to explore Orange County and the Los Angeles area to take advantage of the large number of universities in the region, allowing more graduate students to attend. The conference needs to secure a venue with at least 30 breakout rooms to host the conference. The discussion was then opened up and several individuals raised concerns about what is needed in a venue choice. Chris Shortell raised concerns about finding places where people might get around without having to rent a car. Other issues included that the proximity to Disney might be attractive to families. Celeste Montoya and Tony Affigne inquired if the

rotation to California was a requirement or not, and suggested Denver, Portland, Albuquerque (this location was noted as having poor attendance in the past and perhaps not a great choice at this time). They also inquired if we had data on how many people became long term members after attending at a particular location, or if we know how many of our long term members go to the different locations. Both would tell us more about recruitment and retention of members. The charge set forth for Richard was to explore three locations: search for possibilities around downtown Los Angeles, Denver, and Portland as potential sites for 2020.

B. PGI Editors Search: Melissa Michelson

Melissa was unable to attend the meeting due to flight delays. The call for editors advertisement was reviewed by the executive council. Motion to pass made by Chris Shortell, seconded by Jennifer Wilking, the motion was approved by the remaining members of the executive council.

C. Western Editor Search: Richard Clucas

Richard provided a status update of where they are on the editor search. Thus far there are no candidates that are able to take it over, but there are a few options. First, Richard and Victoria discussed perhaps taking it over so it does not go under. Second, the newsletter could be folded in with the blog. Chris Shortell raised the concern that if it is folded into the blog there won't be a push factor to get people to see the information. Carrie Currier added that Elsa could include a link to direct people to the blog when she sends out emails to the membership, creating a push factor. The charge put forth by the committee was: to encourage editors to apply and remind them that the format can be revamped (they do not need to keep the old newsletter format), or think about adding a link when Elsa does the call for proposals and just before the conference to redirect people to the blog for more dynamic information and to reduce the duplication of efforts.

D. WPSA Wage Committee Recommendations: Victoria Farrar-Myers

Every three years we review the contracts for the WPSA director. Richard has a formal contract and Elsa continues in a paid position. The wage committee is comprised of Victoria Farrar-Myers, Gary Segura, and Louis DeSipio. Our policies and procedures do not mandate it has to include the treasurer, however a recommendation has been made to include the treasurer in the planning in the future. Richard's contract was reviewed and a proposal was made based on information gleaned from his home institution to suggest a one time \$5,000 renewal bonus to show his appreciation for his good work for the association. This amount was determined on the basis of what the equivalent would be for one summer course. Motion to approve by Laurel Weldon, seconded by Kimberley Nalder, and passed by the executive council.

Elsa's contract was also reviewed. The salary discussion both reflected the financial compensation that other associations have for their Associate Director and to express how much we value her service. The committee's recommendation was to increase the base salary from \$20,000 to \$30,000 and to include a 4.5% COLA increase over the next two years of the contract. Kimberley Nalder suggested to increase the salary to \$35,000 to be on par with other salaries and to recognize Elsa has been grossly underpaid for a while. Seconded by Chris Shortell. Treasurer Michael Bowers confirmed that the funds were

available for this new salary. Motion to approve the increase to \$35,000 plus a 4.5% COLA increase by Kimberly Nalder, seconded by Tony Affigne, motion passed by the rest of the executive council.

E. Future Planning Committee: Victoria Farrar-Myers

Several issues have come up over the past few years that the council keeps stating we need to revisit at some point. Therefore a new committee was formed, comprised of five people – a combination of past presidents and at-large members who have not served on the council to ensure we get an outside perspective. The committee is looking at a variety of issues including: the rotation of conferences, the identity of the western, concerns raised by members such as the timing of the conference over Passover and Easter, the review of capital investment needs (such as software to help automation), reviewing the succession planning for the leadership of the association, and to review policies and procedures that need realignment in general. Shaun Bowler will chair the committee. Victoria Farrar-Myers, Timothy Kaufman-Osborn, Valerie Martinez-Ebers, Joseph Fischel, Kim Geron and Vanessa Tyson are at large members. A motion was made to approve the charge of the committee by Tony Affigne, seconded by Chris Shortell, and approved by the members of the executive council.

IV. **New Business**

A. Budget: Michael Bowers

Michael reviewed the budget financial fact sheet, and noted some financials were moved into different categories (for example the section chair lunch was moved into convention expenses). However most of the budget is consistent with last year and we are well within the budget. Motion to approve the budget by Teena Gabrielson, seconded by Jennifer Wilking, approved by the members of the executive council.

B. Awards Policies: Richard Clucas, Victoria Farrar-Myers

A proposal was made on creating a two-tiered award structure since many groups have begun to approach the association about awards. The question is whether we need to distinguish between WPSA awards and section awards, similar to what APSA does. The reason to review this is that currently the WPSA policies state all awards have a monetary prize, and with some groups wanting to offer awards that waive registration fees this will open the door for others to ask for similar considerations. Therefore we need to create ways to standardize the awards. One difference noted between us and APSA is that we do not have formal sections here like the APSA does; so many groups within the WPSA may come forward with award proposals in the future. Tony Affigne raised concerns about the two-tiered system the APSA already has. For example, older awards are locked in (some with large monetary awards), and then the sections were left with “second tier” wards. Suggestions were made to retire older awards, break up large awards to create more awards, or create a more flexible one tiered structure to keep awards at the same status and avoid creating second tier awards, which would not be consistent with the spirit of the WPSA. With regard to the request for waiving registration fees as part of the award, Victoria cautioned that if we started allowing this many others would also ask for waivers and we would need to be prepared for that.

Tony Affigne suggested we not go with a two-tier structure and allow awards to have the same nominal status, letting the proponents of each award to determine the parameters. The

association would then just need to keep the awards similar to avoid creating a class structure in the award system, and that we should not leave the association on the hook for waiving fees. In addition, the inclusion of a monetary award is good in at least some capacity regardless of how big it is, to at least leave the burden on the group proposing the award to raise funds.

Julie Novkov raised a question about the purpose of fundraising, whether it is to ensure people proposing the award have some significant investment in it or to demonstrate meaningful support across the association. Therefore we might think about constructing a proxy that would not necessarily be a monetary contribution. Laurel Weldon added that “support” for an award might be demonstrated with signatures rather than just money.

Richard pointed out that awards require \$6250 raised in order to produce the funding for a \$250 award. The association matches \$2000 for the award so in general groups must raise only \$4250.

Currently there is strict language with regard to awards, gifts and endowments, so the group discussed asking Richard to look for more flexibility in the language when dealing with the vested stake of groups to create an award. A motion was made by Celeste Montoya to ask Richard to revisit the language and come back to the council with some alternative proposals that could provide some flexibility in the creation of awards. The motion was seconded by Chris Shortell, and passed by the executive council.

Julie Novkov reiterated that in principle we should find ways to make the awards similar and avoid a two-tiered system.

C. Clay Morgan Award: Peter Cannovo

Peter discussed that the award was proposed by the Environmental Political Theory workshop to honor Clay Morgan, and that the award would be for the best new book on environmental political theory. The award would consist of a framed plaque or certificate, a critic’s panel at the annual meeting, and free registration at the conference. The members of the EPT workshop thought about a monetary award in addition to waiving the registration fee, but they felt the award should not be about the money but about the honor. Therefore they are requesting the award would not be a traditional monetary award.

Since the executive council is trying to review the policies on awards right now Victoria asked that we consider tabling the motion on the award for now, but at least give the environmental political theory group a sense of the committee and how the award might be perceived by the council at the August meeting. Tony Affigne asked to have some more details on the award such as the selection process and suggested the group also draft something on fundraising should that be needed. Motion to table by Tony Affigne, seconded by Michael Bowers, approved by the council.

In addition the message to EPT is that they should think about how the award recipient would be selected, and think about a fundraising structure in the event it is needed since it will make it easier/faster to be approved at the August meeting should that information be required.

D. Adding Existing Committees to Formal WPSA Policies: Richard Clucas

In the past several years, the Executive Council have approved policy proposals creating several new committees and spelling out the composition of those committees. At this meeting, Richard asked that we consolidate these committee policies and fold them into our regular rules and bylaws. The proposal did not call for a change in policies; rather, it was meant solely to make sure all the current committee rules were incorporated into the Association Bylaws and Policies/Procedures. Motion to make the changes in the Bylaws and Policies/Procedures was put forward by Chris Shortell, seconded by Teena Gabrielson, and approved by the executive council.

Motion by Kimberley Nalder to adjourn the meeting – meeting adjourned at 11:18am.