

Minutes
WPSA EXECUTIVE COUNCIL

Date: Thursday, 11 September 2023
Time: 11:00 am to 12 noon Pacific Time
Virtual Meeting: <https://pdx.zoom.us/j/84870247307>

Members Present: Tony Affigne, Brent Boyea, Regina Branton, Ivy Cargile, Jason Casellas, Julio Castilleja, Richard Clucas, Anand Commissiong, Elsa Dias, Michaele Ferguson, Lorrie Frasure, LaDella Levy, Pei-te Lien, Yalidy Matos, John M. Meyer, Char Miller, Sara Sadhwani, Tony Smith

Members Absent: Tony Carey, Ron Hayduk, Claudio A. Holzner, Sean Michael Parson, and Fred Smoller

Guests: Julio Castilleja; Aaron Hoffman; Valerie Martinez-Ebers

Meeting Called to Order: 11:02 a.m.

I. Approval of Minutes

- A. Consideration of April 2023 Executive Council meeting minutes.
Motion to approve from Brent Boyea and Tony Smith – no opposition, no abstentions. Minutes approved.

II. Reports

- A. Executive Director's Report: Richard Clucas

Since last meeting has been doing work primarily in two main areas:

1. Administration. Richard reported that we are now using six people to handle things that Elsa used to do: Conference Manager (Julio), a conference site selection company, a bookkeeper, a web manager, a communications assistant, and himself. He reported that Tony Affigne is taking on the responsibility of overseeing the awards committees in his position as Vice-President Elect. Also announced that he had hired a web content manager to work on website.
2. Conference planning. Wrapping up some details from 2023 WPSA and has begun work on 2024 conference, including making a site visit to the Vancouver Hyatt Regency. One issue he warned about is the possibility of a strike by the hotel workers.

Tony Affigne asked what the backup plan is in case of labor disruptions. Richard he would work on that and keep members abreast of the situation. He also reported that we have a clause in the hotel contract allowing for cancellation without penalty if a strike occur. John Meyer suggests reaching out to some of the labor leaders in Vancouver and emphasizes the need for the association to be better than the APSA in addressing a strike.

B. 2023 Conference: Julio Castilleja

1. Submissions.842 total submissions for 2023. This created 258 panels and possible participants (chair, discussant, presenter) was 1278 people. People who actually registered and showed up was 975. Total registration in 2022 was 692 people. Registration totals = \$201,105.00 from exhibitors \$2,700 equaling 6 exhibitors but only 2 were present.
2. Sections and Panels

Environmental Politics had 7 panels
Critical Perspectives in Higher Education had 4 panels
Environmental Political Theory had 16 panels
Executive Politics had 2
Gender Race and Intersectionality had 5 panels
Immigration & Citizenship had 6
Interpretation and Methods had 4
Judicial Politics/Legal Politics/Public Law had 5
Legislative Politics had 3
Media & Political Communication had 3
Party, Interest Groups, and Social Movements had 5
Political Theory had 20
Political Theory & Its Applications had 20
Political Theory: Critical & Normative had 39
Political Thought: Historic Approaches had 11
Politics & History had 4
Politics, Literature & Film had 3
Politics & Sexuality had 6
Public Administration 2
Public Opinion & Political Psychology had 7
Public Policy had 7
Race, Ethnicity & Politics had 17
State Local & Urban Politics had 9
Teaching Research & Professional Development had 6
Undergrad Research poster had 29 presented
Voting and Elections had 26

Women and Politics had 7
Mini Conference: Asian Pacific American had 5
Mini Conference: Feminist Re-Theorize the Political had 8
Mini Conference: Community College had 1
Mini Conference: Undemocratic Politics had 7

3. Lastly, Julio is asking for help from council on how to make the overall WPSA experience better for everyone.

C. Local Arrangements Vancouver: Steven Weldon, Aaron Hoffman

Aaron – excited to have the WPSA in Vancouver and hoping labor issue gets resolved before. Steve Weldon is serving as local arrangements chair since he's done this before. Aaron is on the local arrangements committee. They have spoken to dept chair at UVC to get help/interest with the conference: students volunteer at conference, etc.

D. Nominating Committee Report: Valerie Martinez-Ebers

Martinez-Ebers reported that the following names will be on the nominating committee slate:

VP/Program Chair – Carrie Currier (Texas Christian University)
Treasurer – Natalie Masuoka (UCLA)
Recording Secretary – Ivy AM Cargile (CSU, Bakersfield)
Council District A – Katherine Perkins (CSU, Long Beach) and Scott Segal (San Francisco State University)
Council District B – Ngoc Phan (Hawaii Pacific University)
Council District C – Christopher Stout (Oregon State University)

A discussion followed on the recruitment of new/future executive council members: Michaele Ferguson starts conversation regarding lack of representation of political theorists on both slate and council. Valerie reported that invited theorists to serve, but many have turned down the responsibility. Elsa Dias also reiterated that the nominating committee has not been successful in getting theorists to agree to serve.

According to Michaele, the lack of theorists on council has been an on-going issue and that there is a need for someone to speak for that subfield on the council given how many panels there are at the conference in this area. John Meyer and Michaele call for better approach to recruiting future council members with sub-discipline diversity in mind. Perhaps a more targeted email just for recruitment of new council members.

E. Membership Report: Julio Castilleja

Period of evaluation is July of 2022 through September 2023 and he split into 2 different categories: people who are current/active members and those whose membership just expired

Total for 2022=1,065 members who participated
Total for 2023=1,044 members who participated
Current active members=695
Expired membership in 2023=349

Virtual communities = lost 29 members leaving only 65 and not sure why but interested in growing this and full membership overall

III. Old Business

A. Future Site Selection: Richard Clucas

Richard reported that he made site visits to Denver and San Diego to look at hotels and then signed contracts:

2026 in San Diego – San Diego Hyatt
2027 in Denver – Denver Hyatt
2028 in San Diego – San Diego Hyatt

For the 2028 conference, Richard reported that he checked dates with several association members to make sure the dates do not conflict with Passover

He recommended putting off a decision for 2029 until can figure out what hotel rates might be like.

B. Changes in WPSA Banking: Richard Clucas

Transferred money to Bank of the West from Golden1 Community Credit Union and set up several CDs there. Also looked at other banks for creating CDs to ensure association funds get full FDIC protection and that the banks are more easily accessible than the ones we have had.

Needs approval from council to close Golden One account and transfer the remainder of the funds into another bank. Requests that the council grant him the authority to transfer the remainder of these funds to US Bank to create CDs.

He also mentioned the need to get another person's name on the various financial accounts so that they easily access if Richard is unavailable. He recommended that the treasurer handle that responsibility.

Vote – motion to close remaining CDs and move rest of money to account at US Bank. Anand moved and Tony Smith seconded. All approved, no abstentions or objections

IV. New Business:

A. Mid-Year Budget Report: Richard Clucas

- a) Mostly looks pretty normal. Presenting a 5-month report rather than the traditional six months in order to ensure the report was completed by the bookkeeper in time. He reported that some budget lines may have percentages that are higher than anticipated. However, budget was originally low in a few areas. Did buy extra supplies for 2023 conference like speakers. Supplies were a bit pricier. WPSA also made payment to PSU for Richard's time; amount high because PSU did not bill WPSA as much as they should have in 2022, so that was added to the 2023-2024 invoice.
- b) Conference report – income was down by \$23k from 2022 for 3 reasons. First money from 2022 host university, PSU, provided \$5,000 vs. SFSU, which only provide \$500. Second, in prior years, PGI and PRQ contributed funds to the receptions. This year the amount contributed was much less. Also, the association received compensation of \$7,640 from Portland Hilton due to mix up with booking of rooms. At the same time that income was down, expenditures were up. Spent more in 2023, especially on receptions, spending over \$50,000. Richard reported that the future contracts require food and beverage minimums of \$40k, so we will continue to see higher spending in this area than we have previously. As a consequence, net income was almost \$30k while last year in Portland was \$60k. John Meyer asked why big difference between projection and actual expenditure for PGI. Richard indicated that PGI has a lot of problems with billing and royalties. Consistently they don't bill when they should and it's been a challenge with them sending WPSA royalties. They also neglected to bill WPSA for 2 years.

B. Appointment of New Treasurer

Natalie Masuoka has agreed to step in as treasurer to replace Michael Bowers, who passed away earlier in the year. The council was asked to approve Natalie as the interim Treasurer until the Vancouver meeting in March 2023; at that meeting, the Nominating Committee will put her name

forward to fill the remainder of Michael Bower's term. Anand Commissiong moved to approve. The motion was seconded and approved unanimously

C. Wage Committee Recommendations: Jason Casellas

Discussion regarding wages for WPSA Staff: Julio and Richard

Discussion on Julio went first. He stepped in to replace Elsa. Richard's happy about his performance and he's done much better than anticipated. So, should he get an increase in his salary?

Proposal to give him salary increase. Current wages are \$46k a year and Pei-Te recommended it go up to \$50k. Important point brought up regarding treating employees well given who WPSA is as a progressive organization. Given that the position is part-time it does not carry health benefits but Richard needs to figure out what Oregon law says about this. Need to also have clearer understanding of what all Julio's duties are and how long they actually take. This will help the organization understand what the actual responsibilities of the position are. Possible conversation with Julio about position being more 3/4ths time as opposed to part-time. Regardless, everyone who's worked with Julio whole-heartedly agrees he's done a tremendous job. So, Tony Smith motioned to approve salary increase to \$50,000 and motion was seconded by John Meyer. There were no abstentions or objections.

Discussion regarding increased compensation for Richard. Wage committee discussed his compensation. With Elsa Favila retiring a lot of the administrative work has been falling on Richard. So, wage committee thought it would be good to either increase salary or give him a bonus of \$3k-5k. Elsa Dias noted that from past understandings council cannot increase his salary due to being paid by Portland State. In past he's gotten bonuses. Question arose about whether some of the duties he's taken over since Elsa left are staying with him/his position. Need to recognize that he's taken on a lot especially with loss of Treasurer and Elsa. So, there is support for a little more than \$5k because he's been taking on a lot. Elsa motioned to increase bonus from \$5,000 and Anand seconded. All approved. This will allow for bonus to be accounted for in budget. Increase bonus to \$7,000. Anand motioned and Tony and Char Miller seconded. All approved with no abstentions or objections.

D. Proposed Increase in Membership Dues: Richard Clucas

Have not raised fees since August 2013. Proposal is for a modest increase since expenses are going up and will continue to go up. Income will go down because of a drop in PRQ royalties. Need to compensate. Proposal is for marginal increase of fees by \$5 and \$10 for graduate and faculty/non-

graduate students, respectively. MPSA and SPSA charge much more than the WPSA. Michaele brought up idea about creating greater income gradations so that those who earn more pay more. Richard says he will look more into how to create gradations and bring back a proposal to the next meeting. Tony moved to approve the increase, Anand seconded and all approved – no abstentions or objections.

E. Conference Fee Waiver Policy: Richard Clucas

Normally, the association doesn't waive fees for conference attendance, though there are some exceptions. Pei-Te Lien asked if Richard could put together the practices governing fee waivers so that they can be formally approved by the council and shared with members. In general, the association has only waived fees for WPSA employees or student volunteers. Occasionally, it has done so for journalists or invited guests – community members who are not political scientists and been asked to attend. Char motioned to adopt proposed formal guidelines, Elsa seconded and all approved – no abstentions or objections.

F. Motion to adjourn – Tony Affigne motioned to adjourn and all approved

Meeting adjourned at 1:08 pm

Submitted by Ivy Cargile, Recording Secretary