

**2013-2014 ASA Council
Second Meeting
Final Minutes**

Saturday-Sunday, March 1-2, 2014

Hotel Palomar, Phillips Ballroom
Washington, DC

Officers Present: Paula England (President-Elect), Jennifer Glass (Past Vice President), Annette Lareau (President), Brian Powell (Vice President)

Officers Absent: Cecilia Menjivar (Vice President-Elect), Cecilia Ridgeway (Past President), Mary Romero (Secretary)

Members-at-Large Present: Stephanie Bohon, David Brunsma, Tina Fetner, Karyn Lacy, Amanda Lewis, Leslie McCall, Dina Okamoto, Monica Prasad, Jane Sell, Laurel Smith-Doerr, and Patricia E. White

Members-at-Large Absent: Kelly Joyce

Staff Present: Janet L. Astner, Les Briggs, Sally T. Hillsman, Kareem D. Jenkins, Michael Murphy, Jean Shin, Brad Smith, Roberta Spalter-Roth, Margaret Weigers Vitullo

Guests Present: Catherine White Berheide (Past Secretary)

1. Introductions and Orienting Documents

President Annette Lareau convened the second meeting of the 2013-2014 ASA Council at 8:36am on Saturday, March 1, 2014. She led a round of applause for ASA staff, citing how much work goes into the behind-the-scenes preparation, not only for an Annual Meeting but also for board meetings like this. Lareau then reported that ASA Secretary Mary Romero had a family emergency and was unable to attend the Council meeting, so the immediate Past Secretary, Catherine White Berheide, had been invited back to assist Council in its deliberations.

A. Approval of the Agenda

The President moved discussion of the report from the Council Subcommittee on Social Media Policy as the next item on the agenda and proposed some reordering of other reports.

MOTION: To approve the agenda as revised. Carried (none opposed).

B. Approval of the August 2013 Minutes

(1) August 13, 2013. No revisions were proposed.

MOTION: To approve the minutes for the last meeting of the 2012-2013 Council on August 13, 2013. Carried (none opposed).

(2) August 14, 2013. One correction was requested.

MOTION: To approve the minutes for the first meeting of the 2013-2014 Council on August 14, 2013, as revised. Carried (none opposed).

2. Council Subcommittee on Social Media Policy

President Lareau turned the chair role over to Vice President Powell and presented the report of the Council Subcommittee. After discussion in August 3013 about blogging while Council is in active session, Council created a subcommittee to consider social policies for its meetings. The subcommittee subsequently met three times via conference calls and developed a policy proposal for Council to consider. There was consensus in the subcommittee that blogging should not occur during discussion of agenda items. After a matter is closed, blogging is permitted unless an issue has been identified as confidential or requiring notification to interested parties before general announcement to members. The proposed policy also confirmed that there should be no audio or video communications of Council meetings and dictated that minutes of meetings be posted more quickly.

The time frame for producing minutes was discussed, and it was noted that Council must approve the minutes before they can be posted. There was agreement that approval of minutes could be done via email, and a friendly amendment was made to the proposed policy to indicate minutes would be posted within three weeks after Council has approved them.

The responsibility for identifying issues as being confidential was assigned to the Secretary and/or Executive Officer, though it was noted that any member of Council could ask for a discussion to be confidential. The policy statement as revised is:

Council members and ASA staff should feel at liberty to discuss the general content of ASA business discussed at Council meetings with others. Similar to a discussion of a department meeting, however, members should only share the general content of the discussion *without* identifying who said what. The identity of speakers shall remain confidential. Members may share this information in discussions or via social media. This sharing should not begin, however, until the discussion on the matter has concluded at a given Council Meeting. (Since audio and video transmissions will include the identity of speakers, and since legally such transmissions require the permission of people included such transmissions, audio and video transmissions of Council meetings are not permitted at this time.) As is standing policy, matters discussed in Executive Sessions of Council will remain confidential; they will not be shared outside of the committee.

Furthermore, the Secretary and the Executive Officer will bear the responsibility of considering if an issue should not be shared or if the release of information should be delayed. If either the Secretary the Executive Officer has such a concern, then they will raise their concern before the end of the discussion in the Council Meeting. If an item is deemed to be sensitive, then Council members will not share any information about the matter until they have been notified that it is no longer confidential. If the members of

Council or the President and Vice-President object to the desire on the part of the Secretary or the Executive Officer to keep a matter confidential, there will be a conversation about the issue and, if necessary, a vote. The majority of votes by Council members shall make the final decision about if a matter should be treated as confidential.

Every effort will be made to make a speedy posting of the official minutes of the council meeting. Ideally the minutes will be posted within three weeks of the council meeting. A skeletal summary of discussions and decisions will ideally be posted in a matter of days after the meeting.

Lareau reported that the subcommittee had an extended discussion of the role of Twitter, audio, or video recordings during sessions and events at the ASA Annual Meeting. The committee concluded that these technologies are part of the modern age and are mechanisms for sharing sociological research. Since there have been no complaints or difficulties to date, the subcommittee did not see a need for a new policy. Instead, it was recommended that a brief announcement be added to the program so that members are aware that there may be tweeting about their paper presentation. The suggested wording of the announcement was:

During the Annual Meeting the ASA Press Officer shares results from the meeting with the media. ASA encourages presenters to notify their university press offices to ask them to share sociological research results which they believe are newsworthy.

In ASA sessions, some members of the audience may use twitter or other forms of social media to share the results of papers presented. In rare instances people will record sessions; if you prefer that audio recordings or video recordings not occur, please share your request with the audience. ASA encourages all program participants to be sensitive to the requests of others.

Council agreed that the social media policy would be revisited approximately 18 months after its adoption.

MOTION: Councils accept the policy statements proposed by its social media subcommittee. Carried (none opposed).

3. Financial Reports and Budgets

A. Current (2013) Financials and Proposed 2014 Operating Budget

Past Secretary Catherine White Berheide outlined the layout of information on the budget summary page, which included figures for 2012 Year-End, 2013 Projected, and 2014 Proposed. The proposal for 2014 represented a balanced budget for Council to consider.

In response to a question about the variance between years, Berheide indicated that the new dues structure went into place in 2013, and this included bundling a journal subscription as part of the dues. In 2012, the income from journal purchases required as part of membership was reported separately. Revenues for the Annual Meeting vary from year to year, mostly due to the meeting site.

New York (2013) is always popular, which pushed registration income up from what occurred in Denver (2012).

The projection for 2013 is a modest surplus, despite that fact that revenues dropped a little, primarily due to small decreases in membership and the declining number of members who bought additional journals. It was clarified that journal revenues as shown in the operating budget do not include any income from Section journals; ASA currently makes no money on section journals. The good turnout for the 2013 Annual Meeting resulted in higher revenues, but also some increases in expenses. With the meeting held over a weekend, higher union labor rates and over-time charges come into play for hotel audio-visual support crews on evenings and weekends. Overall, 2013 ended in the black.

For 2014, dues income is expected to be a bit higher, though lower than what was budgeted for 2013. Annual Meeting income is conservatively projected to be a bit lower, since San Francisco popular but not quite as popular a site as New York City. On the expense side, personnel costs are somewhat lower and facility costs (including depreciation) are higher. There will be an increase in editorial office costs, due to having four editorship transitions in 2014. Even though the bottom line shows a modest increase in expenses, overall the budget proposal is balanced.

Council members raised a couple questions about variations in expenses for Public Affairs & Public Information (PAPI) and the Academic and Professional Affairs Program (APAP) budgets. The reduced costs for PAPI were due to getting subscription access through COSSA and having some temporary personnel costs covered by the Spivack budget. APAP spent less on producing publications in 2013 because many of the publications are reliant on members developing the materials. The production costs were pushed into 2014, which created the variance.

It was noticed that publication revenues from SAGE were somewhat inconsistent. This was due to journal revenue being credited by SAGE when it was received instead of assigned to the volume year. The difference in ASA and SAGE accounting procedures has been adjusted so that income now matches volume years.

There were no further questions, so a vote was called on the EOB motion to approve the budget.

<p>MOTION: To approve the proposed 2014 Operating Budget. Carried (no opposed).</p>
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Council took a short break at 10:15 – 10:32 a.m.

(1) Permanent Increase in ASR Pages.

The Committee on Publications recommended a significant increase in the permanent page allocation for the *American Sociological Review* (ASR) for 2014. An accompanying chart with data on submissions and page allocations showed that there had been a 53% increase in submissions since 1997, while the page allocation increased 17%.

It was pointed out that the money for the proposed 200-page increase was intentionally not included in 2014 budget because there is reasonable hope that coverage of that cost will be folded into the new contract that will be negotiated with SAGE this spring. If that does not work out, the additional

expense will be \$18,000 at most. By the time the budget is approved, ASR will already completed two issues for 2014, so it may not be possible to use all of the additional allocation in 2014. The new contract with SAGE for 2015 and beyond will be based on the higher page allocation, so this is only a one-year problem.

Council expressed enthusiasm about increasing the ASR page allocation immediately.

MOTION: To approve a 200-page increase (to 1,298) in the permanent page allocation for the *American Sociological Review*. Carried (none opposed)

B. Proposed 2014 Spivack Budget

The Spivack fund is a designated/restricted fund to support activities related to applied social research and social policy, as determined by Council. The monies in this fund are not included in the Operating budget. The Spivack budget currently supports some aspects of ASA's Public Information program, the Congressional Fellowship, two Minority Fellowship Program (MFP) stipends, travel to the Annual Meeting for the recipient of the ASA Excellence in Reporting Social Issues Award recipient, Community Action Research Initiative grants, and more. The budget proposed for 2014 was similar to that for 2013.

MOTION: To approve the proposed 2014 Spivack Budget. Carried (none opposed).

C. MFP Budget 2013-2014

MFP Director Jean Shin thanked Council for approving support of the program and announced that 90 applications were received for this year's round of one-year fellowships. The MFP Advisory Panel will meet next week to select the six recipients.

In addition to the support provided by ASA, through its Operating budget and the allocation(s) from the Spivack Fund, MFP receives support from SWS, AKD, MSS, ESS, SSS, PSA, SwSA, and ABS. This illustrates that the ASA runs this important and successful program on behalf of the discipline.

A concern was raised regarding the relatively low stipend level. Shin indicated that the amount of support varies between campuses; the budget uses a benchmark which is tailored as necessary. Council reviewed some of the funding history for the 40-year-old program, noting that federal funding had enabled support of multi-year fellowships for 30 recipients. It was suggested that a subcommittee of Council be constituted to think about funding support for the program. Council members David Brunnsma, Amanda Lewis, Dina Okamoto, and Pat White volunteered to serve on the new subcommittee.

MOTION: To approve a total 2014-2015 MFP budget of \$84,000 for four MFP Fellowship awards (at \$20,000 each), plus up to two non-stipendiary MFP awards (at \$2,000 each). Carried (none opposed)

D. Updating in the Financing of the Executive Office Headquarters

Noting that this was a technical but important issue, the President asked Past Secretary Berheide to present the recommendation from EOB. Berheide briefly summarized the long history of ASA owning its Washington, DC, headquarters, beginning with the purchase of a row house in the Dupont Circle

area in the 1950s which it sold in the late 1990s and then rented office space until appropriate space was available for purchase. The proceeds of selling the row house were invested as the Building Fund pending the location of new office space. That money was taken out of the investments (just before the collapse of the stock market and the Great Recession) to purchase two floors of a small building on K Street NW. This gave the Association a tangible asset that increased in value while the stock market dropped. The financial arrangements of the purchase included a Letter of Credit (LOC) effective for 7 years from PNC Bank. That PNC LOC will expire before the end of 2014.

Banks are now offering only three-year terms for LOC at triple the price. The best option available currently is a “non-qualified loan” (NQL) for more traditional bank financing. EOB reviewed three offers and recommended that ASA go the route of financing with PNC Bank for a 10-year term. The PNCs offer keeps the same covenants ASA currently have in place and does not impose the additional liquidity covenant stipulated in the other two bank offers. ASA would also maintain the same banking relationship with PNC and not incur costs and time associated with switching to a new bank.

In response to a question about why the refinancing option is considered to be superior to the LOC renewal, Finance Director Les Briggs pointed to the longer term offered by the NQL which would keep interest rates more stable. The PNC proposal is more beneficial to ASA because it involves no liquidity requirements which would place constraints on long-term investments.

<p>MOTION: To move forward with refinancing under the 10 year PNC Bank offer. Carried (14 – yes, 0-no, 1-abstention).</p>
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E. Memorandum from At-Large Council Members

Council Member Monica Prasad summarized the budget process issues raised by the six Council members who provided the memo. Their main goal was to ensure Council and EOB think about the “culture” of the discussion of money by Council. For example, when Council deals with requests for expanded services or new initiatives, it sometimes looks at the individually, based on the merit of the proposals. But small items can create a larger impact on expenses over time. With small membership drops recently, any pressures that increase the budget should be considered carefully. Prasad noted that the budget FAQs prepared by the Executive Officer were very helpful in clarifying some of the concerns about budget processes raised in their memo.

Other Council members expressed sympathy with the desire to keep costs down, but indicated they felt it was the responsibility of the Committee on the Executive Office and Budget (EOB) under ASA’s organizational structure to delve into the detail of the budget and to alert Council whether financial requests, in its judgment, could be handled by the current or future operating budgets. The elected ASA Secretary who chairs EOB is a voting member of Council to provide that link. They felt Council had responsibility for policy decisions and ASA program oversight that precluded spending lengthy periods parsing the budget in great detail. Suggestions for automatic “sunset clauses” and membership referendums on specific budget items were viewed as cumbersome and very costly, respectively. If budget cuts were necessary that impacted the services and programs for the members, Council would have to make such final decisions. But that is rarely the case.

It was noted that EOB’s responsibility is to develop the budget with the Executive Officer, and that committee is comprised of people selected for their financial expertise who do that job effectively. Part of the Secretary’s role is composed of guarding the budget, which is one of the reasons that officer is a member of the Program Committee and the Committee on Publications and serves as

chair of EOB. The Bylaws empower the Secretary to make financial decisions when Council is not meeting. For example, negotiations with incoming editors closely involve the Secretary as well as the Executive Office. Both EOB and Council see the Secretary's decisions at the next meeting and can give feedback. This enables business to be conducted in a timely fashion when the governing board only meets twice a year.

Council was not inclined to try to micromanage EOB, but there was clearly strong sentiment for Council members to be more cognizant of the cost implications of new proposals. It was suggested that more training or orientation for Council members would be beneficial to the decision-making that is Council's responsibility. The Executive Office was asked to prepare that training for new members of the incoming Council in August 2014 and to make the training open to any member of Council.

The Executive Officer pointed out that while ASA's budget expenditures had gone up over past decade, this was accompanied by an increase in operating revenues, none of which was from dues. Executive Office staff has been working to increase non-dues revenues so that the operating budget has the flexibility to give members more from their Association—not less—during hard times being experienced, especially in higher education. Council members were encouraged to email the Executive Officer with any budget questions they might have and she would provide a detailed walk-through of the budget.

Discussion concluded with consensus that Council members desire to have more discussion of the merits and opportunity costs of *all* decisions, and that more budget orientation will be provided to new Council members in August.

4. ASA Investments and Reserves

A. General Financial Picture of ASA Investments

The Past Secretary reported that ASA has \$7.6 million in its investment portfolio, which includes the various restricted funds, and an operating budget of \$6.5 million. This is a reassuring situation. 2013 was a good year for the stock market, and ASA reaped benefits from its investments. Net gains through November 30, 2013 were \$778,707 which, taking into account the withdrawal of \$300,000 to transfer into ASA's short-term reserves for cash-flow needs still put the account at an approximate 11.4% total gain for the period (12.4% annualized).

The EOB's investment strategy has kept the ASA portfolio solid during market volatility. The portfolio status is evaluated quarterly and rebalanced as deemed necessary, under the direction of the EOB which consults as well with its Investment Sub-Committee.

It was noted that the formula for cash reserves was set when in the early 2000s when Donald Tomaskovic-Devey was ASA Secretary but has been reduced in recent years. A question was raised about whether there are enough funds in short-term reserves now that we have increased them to \$500,000. Briggs indicated that the partnership with SAGE now yields quarterly payments to ASA, which are helpful for managing cash flow and reduces the need to draw on the short-term investments. Previously, when ASA self-published, all journal revenue came in at the end of the

fiscal/calendar year putting pressure on the Association's cash needs; that resulted in a larger cash reserve. At this time, however, EOB is satisfied that having short term reserves equal to one month's worth of operating expenditures is sufficient.

B. BWM Year-End Investment Report

Berheide clarified that the EOB Investment Subcommittee consists two former EOB members (Lois DeFleur and Michael Aiken), a former Council member (Paul DiMaggio), the current ASA Secretary and ASA Executive Officer and Director of Finance, both *ex officio*. The committee's meetings are all held by conference call and its views are advisory to EOB. Part of ASA's investment strategy is tight discipline; that is, we stick to the asset allocation (65% in fixed assets, 35% in the stock market) and the diversified allocation of stock across market areas, regardless of what is happening in the market. The ASA mutual fund stock portfolio contains both US and international equities. The report from Bernhard Wealth Management, ASA's investment advisor, was summarized, with specific notes about how well the portfolio is doing against industry benchmarks. It was noted that ASA's investment strategy yielded more conservative results than the S&P 500 because part of our portfolio is in bonds, but the part of our portfolio in stocks generally tracks the S&P and other relevant market benchmarks or does better. Preservation of our assets is important to the Association, which is why the asset allocation is conservative but with sufficient exposure to market risk to enable growth as well.

C. Reserves

ASA defines "reserves" as the *unrestricted* long-term investments of the Association, also referred to as the "General Fund Investment Account." As of November 30, 2013 the reserve amount was \$5,319,046, or 80.9% of the 2013 operating budget. EOB's policy is that ASA should have a minimum of 50% of the operating budget in reserves, and the current higher level is deemed appropriate given the recent drops in revenues.

5. Audit Committee Report

There was no report from the Audit Committee at this time of year. Berheide reminded Council that EOB convenes itself as the audit committee when such business arises. The engagement letter with auditor for 2013 was approved in the summer. The audit will occur later this spring and the report will come to Council in August 2014.

In response to a question about why ASA does an annual audit, Berheide indicated that it is both required by the ASA Bylaws and an integral part of best accounting/business practices. It ensures that funds are properly accounted for in appropriate categories and, of course, that there is no fiscal mismanagement. Briggs added that an annual audit is also required by the bank due to the bond financing for ASA's office space.

6. Publications

A. Subscriptions Report

Publications Director Karen Gray Edwards reported that, as expected, Member subscriptions for all nine journals in 2013 decreased at a rate greater than the membership decrease from 2012 subscriptions. With inclusion of one journal in the dues and the trend that many members get access to journals through their institutions, especially now that ASA journals are in more institutional collections, so fewer members need to purchase additional journals. At this time, ASA has two journals that accept non-member individual subscriptions: *Contexts* and *City & Community*.

Although traditional institutional subscriptions to *individual* journals have decreased since signing the partnership agreement with SAGE, the publisher has increased the exposure of the nine ASA journals it publishes to university and college libraries through consortia arrangements and also provides free access to libraries in developing nations.

The majority of traditional institution subscribers continue to receive print-only subscriptions, even though SAGE offers both online only and print/online options. As ASA's relationship with SAGE progresses, it will be important to see how SAGE continues to expand exposure of ASA journals to institutions through its consortia arrangements.

One viewpoint expressed the perception that revenues for almost all journals have increased lately due to more subscriptions from international institutions. This raised a question about whether ASA would be doing better if it returned to self-publishing mode. Edwards pointed out that ASA's publishing revenues were declining each year prior to partnership with SAGE. This was because ASA did not and could not have either the staffing infrastructure to be able to offer bundling or consortia arrangements or the technological platform for sophisticated online distribution. For example, Wiley had 600 people on staff who do nothing but consortia support. As a self-publisher, ASA simply could not market journals sufficiently and could not put journals onto an internet platform that was reachable by everyone. One of the benefits of working with SAGE is that journals are made available to 2100 libraries in developing countries, whereas ASA's international donation program when self-publishing involved only 65 institutions.

B. Actions from Committee on Publications Meetings

(1) Change in Editorial Terms

Council had requested that the Committee on Publications consider a shorter editorial term for ASR, which it did at meeting in December 2013. The committee discussed the pros and cons of various term lengths, as it has done in the past. ASA has always regularly rotated all journal editorships, unlike some other major scholarly societies, because it has wanted editors with various intellectual expertise to have an opportunity to edit each journal but not to dominate any ASA journal for an extended period. Concern has been expressed recently that ASA's maximum six-year editorial term-limit seems unduly long even though terms rarely go this long in practice. While this is viewed as particularly important for ASR because it has broad disciplinary content rather than specialized content, it extends to other ASA journals as well.

There was an extensive discussion of the potential difficulty in managing more frequent editorial selections and subsequent transitions (both of which are labor intensive for Committee members

and Executive Office staff). The Committee was also sensitive to the potential financial costs of more frequent editorial transitions.

An examination of editorial terms in recent decades suggested that it is currently rare for editors to serve more than four years, even when an extension for a fifth (or sixth, since 2001) year is offered. Since the sixth-year option has been available, eight of 35 editors (or editorial teams) have accepted it. Four of the eight have been either *Rose Series* or *Sociological Methodology* editors which have few manuscript submissions. Only once has the sixth year been accepted by editors of the *American Sociological Review*—the current Vanderbilt team—and in this case two of the original four co-editors declined the full extension due to other obligations, reducing the number of ASR editors. (*Contemporary Sociology*, *Sociological Theory*, and *Teaching Sociology* have each had one six-year editorship.)

In light of these data, the Committee on Publications voted unanimously to propose an alternative recommendation to Council: namely, to reduce the current maximum term of six years (i.e., an initial three years with up to three one-year extensions) to a maximum term of five years with an initial three-year term followed by up to two one-year extensions. The Committee viewed any shorter terms for editorships as not appropriate because of the start-up and wind-down times at the beginning and end of each editorship. In the case of *ASR*, however, the Committee members agreed its successors should proceed with special attention before offering the fifth year to an editor or editorial team, recognizing that *ASR*'s real or perceived impact on authors' professional careers might be viewed with less concern if most editorships were three or four years.

Since shortening terms would result in more frequent editorial office transitions and thus raise costs for the Association, the Committee on Publications recommendation was discussed by EOB. At its January 2014 meeting, EOB did not oppose the recommendation on financial grounds and voted to forward it to Council for action.

A question was raised about how the one-year renewal decisions would be handled. There was clarification that term extensions would be reviewed by the Committee on Publications; Council would be involved only if an extension involved a change in the editorial structure. New editors will serve one year and then have decide about their interest in extending their terms for one more year. A decision about a second extension would be made after the second year of an editorship.

MOTION: That Council approves the Committee on Publications' recommendation to change the term of ASA editorships to a maximum of five years, consisting of an initial three-year term with up to two one-year extensions. Carried (none opposed).

Council took a lunch break at 12:11 – 1:10pm, then went into executive session to discuss the next publications item.

(2) Selection of Editors [Executive Session]

The President reminded Council members that no information was to be shared from the discussion on selecting editors during Executive Session. Announcements will be made publicly when all negotiations with the editors chosen have concluded. One Council member (Tina Fetner) was recused from the discussion due to a conflict of interest.

(3) Standardizing Editorial Office Budgets

Council reviewed responses from editors to the recently enacted policy setting a core model of staff for future editorial offices.

(4) ASA Open Access Journal Proposal

At its December 2013 meeting, the Committee on Publications approved a modified proposal for proceeding with implementation of a new ASA open access journal. The four actions required of Council were to:

- Review and approve or modify the proposed title and mission statement;
- Review and approve of the initial financial model for publication and submission fees;
- Approve the \$10,000 in editorial office start-up funds proposed by the Committee on Publications and approved by the Executive Office and Budget Committee in January; and
- Approve the rank ordered short list of inaugural editor candidates developed by the Committee on Publications.

Review of the proposed title and mission statement was the important first step, the remaining elements all hinged on those decisions. It was noted that a new online journal titled *Sociological Science* was just recently announced, and there was some discussion about what potential for collaboration might exist between ASA and that group. The conclusion was that the vision for that journal appeared different, both in substantive and methodological approach, but as important, arrangements to establish *Sociological Science* were already well underway. The publisher will be the Society for Sociological Science, a new non-profit organization incorporated in the State of Massachusetts.

The Executive Officer commented that our publishing partner SAGE has been moving into the open access world cautiously but deliberately. The Executive Office and SAGE concur that it is likely that if ASA does not move ahead with establishing a new open access journal, such a sociology journal for general sociological content will be started by someone. ASA's hope is to sponsor a new open access journal open that would be available to publish high quality scholarship in any area of sociological work as part of ASA's publishing program. Many sociologists cannot find a publishing outlet in ASA's current journal offerings because of their specialized content or small number of published articles. ASA anticipates scholars will want to publish in this journal because departments and universities will recognize that it has the same quality standards of the ASA journals. Partnering with SAGE will also ensure that articles in the new journal will be on Highwire with other ASA and a broad array of other social science journals, increasing the likelihood of being read and cited.

Questions and some concerns were expressed about using an "author-pays" model for publishing in the proposed ASA open access journal. Clarification was made between a submission fee, which is a charge paid by the author at the time a manuscript is submitted, and a publishing fee, which is a fee to be paid after the manuscript has been reviewed and accepted for publication. Further discussion

of the financial structure for the journal was deferred until a consensus was reached about a mission statement and journal title.

The President indicated that there was many names suggested for the title were already taken, such as Open Sociology. ASA currently own the domains for ASA Open and Sociology Open, but trademark research has yet to be done. The title "ASA Open" was being used as a placeholder until a final decision about the title can be made.

Discussion returned to the proposed mission statement, and there was consensus to modify it to indicate that R&Rs will be discouraged. There was some expectation that the mission statement might be altered as plans develop, members provide input, and/or the editor is confirmed.

MOTION: To approve the preliminary mission statement for a new open access journal to be published by ASA through SAGE. Carried (11 yes, 3 no).

The preliminary mission statement follows:

ASA Open:

Outstanding, Accessible Science and Theory to Meet a Growing World Demand for Timely Sociological Knowledge

The American Sociological Association seeks to meet the growing demand for accessible sociological scholarship that is rigorously but expeditiously peer reviewed, and quickly and freely available in digital format by adding a new open access journal—*ASA Open*—to its collection of outstanding scholarly journals.

ASA Open will be the Association's first open access journal for all subfields of sociology, adding a new resource to ASA's long history of publishing the highest quality, peer-reviewed scholarship. *ASA Open* joins the Association's publishing program that currently includes nine ASA journals, an award-winning ASA research-based general audience magazine, and three section-sponsored journals (all in electronic and print format), as well as an open access, e-only section-sponsored journal.

Published by the American Sociological Association, the national association for sociologists that embraces other North American and international colleagues, *ASA Open* will provide an outlet for new and innovative peer-reviewed scholarship in all areas of sociology that will be accessed freely and rapidly by users throughout the world. "Born open" and without a print version, *ASA Open* will allow authors to submit manuscripts electronically, receive a publishing decision quickly, have article lengths unconstrained by traditional printed page limits, as well as have accepted articles published online immediately after editorial review and acceptance without the constraint of assembling a print volume. There is, therefore, no limit to the number of accepted articles published by *ASA Open* regardless of content type, article length, or scholarly methods used.

The only criterion for publication in *ASA Open* will be success in a stringent merit assessment conducted through ASA's traditional peer-review process with particular attention to quality of writing and concision. To be led by outstanding editors selected by the ASA Committee on Publications and Council and assisted by an editorial board organized to have expertise in many subject areas, peer review will be thorough and expedited. Editorial input to authors on scholarly content will be limited, Revise and Resubmit (R&R) is discouraged, and text editing will be light. Unlike other ASA journals, authors will retain copyright through CreativeCommons licensing.

Manuscripts will be submitted and reviewed through the same SAGETrack system offered by ASA's current journals, and accepted articles will be hosted on the SAGE HighWire online journal database, offering the benefit of cross referencing and citations with hundreds of other social science journals.

The American Sociological Association holds the value of scholarly communication at the heart of its mission as a disciplinary society. The Association seeks to expand its scholarly publishing activities to meet the increasing national and international demands for free access by scholars, students, policy leaders, and the general public to the very best cutting-edge sociological research, the results of new interdisciplinary inquiry and humanistic social science knowledge as well as new methodologies and

theoretical perspectives. *ASA Open* will begin this expansion with a flexible publishing approach that can adapt quickly to new technological innovations in communications and in science.

Council turned to discussion of the financial model for the new journal. As noted earlier, an author-pays model was proposed. If a manuscript is accepted for publication, the author will be asked to pay a modest publication fee priced to cover the costs of the journal. The author fees presented in the initial proposal were well below the open access standard currently in the scholarly publishing marketplace. ASA has always been sensitive to the inability of some scholars (particularly students and un/underemployed and international scholars) to pay even relatively modest professional fees and this extends to publication fees. With SAGE's agreement and support, therefore, any author who indicates s/he is unable to afford the fees and requests a waiver would be granted a waiver without question for a trial period of at least the first 12 months. The option to request a waiver will be *prominently displayed* as part of the fee requirements. The importance for ASA of being able to offer *ASA members* a benefit of membership through reduced publication fees in the new journal, as is done on virtually all ASA services, publications, subscriptions, and registration fees was also discussed

The proposed initial fee structure for manuscripts accepted for publication in *ASA Open* that was discussed is as follows:

Regular/Associate ASA Members: \$400

Student/Emeritus ASA Members: \$100

ASA International Associates*: \$ 0

Non-member students: \$150

Other non-members: \$700

(*International Associates are members from countries that are not in the top 35 most globally competitive countries.)

Revenue from publication fees will be split evenly between the ASA and SAGE.

It was noted that the fee information available about *Sociological Science* listed a \$300 fee for Full Professors plus \$50 per 500 words which appears somewhat higher. Council considered whether to waive the publication fee for students during the first year but decided against it, given the general waiver provisions being offered.

Concern was expressed about there being no financial barrier for submissions that might flood the process with totally unsuitable manuscripts that would use up valuable editorial time and attention. The addition of a modest submission fee was proposed and debated. Suggestions included using ASA's current \$25 submission fee (free for students) or a flat \$15 fee for any/all submissions.

Discussion paused while Council took a short afternoon break at 3:16pm – 3:26pm. When discussion resumed, a motion was made to have a flat \$25 submission fee for everyone, including students. This was favorably received.

MOTION: To approve the initial financial model as proposed, with the addition of a \$25 submission fee. Carried (10 yes, 3 no, 2 abstained).

It was noted that start-up funds for an open access journal were included in the 2014 Spivack budget proposal. There was affirmation of that allocation.

The editor recommendations from the Committee on Publications were reviewed in executive session.

C. 2013 Annual Report

Past Secretary Berheide summarized the rationale for the original decision to produce an annual report and presented points discussed at the recent meeting of the Committee on the Executive Office and Budget (EOB). It was the strong sense of the EOB meeting that the transparency value of the ASA Annual Report and its value as a means of informing members and non-members of the wide range of programs and activities of the Association were very high, if not quantifiable. Some members of EOB also held the view that any organization of ASA's size and national stature should have an annual report as a basic part of organizational accountability (and, potentially, visibility). Consequently, EOB retained the full cost of the 2013 Annual Report (production, printing and distribution) in the 2014 Operating Budget. While EOB believes that the ASA should continue to produce and electronically circulate an ASA Annual Report series, Council input was sought on the value of the *printed* copies in relation to the relatively small cost.

There was general agreement regarding the value of continuing to produce an annual report. The printed version is very useful when departments are dealing with deans/provosts and when the Association is working with foundations and government entities. One objection was raised about making a budget decision on the individual merit of one individual project, but the Council consensus was the printing the Annual Report is valuable to promote sociology and provide evidence of transparency to members.

MOTION: To continue to print 1,000 copies of the Annual Report for another three-year period, at which point this decision will be revisited by Council. Carried (13 yes, 1 no, 1 abstention.)
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D. Editorial Office File Destruction

The President reminded Council that the discussion of what to do with the large quantity of papers from the ASA editorial offices from 1991 to 2010 that we in storage began in summer of 2012. At that time Penn State (which houses ASA's official archive) needed more space in its library storage facility and reminded the Association that ASA had not provided a way for these ASA editorial files stored by Penn State to become part of the public ASA Archive in its library. Penn State and ASA both understood that a significant portion of the stored documents were confidential (e.g., peer reviews). Penn State indicated, therefore, that since the documents could not be made public for research purposes they had no archival value to the Penn State library. The Committee on Publications (COP) had recommended destruction of the materials, despite the opposition of a few ASA members. In light of the considerable expense the Association faced by continued storage of the paper files or their digitization, Council voted to continue to store the boxes of documents for an additional year and sent the issue back to the committee for consideration of options. COP again recommended destruction; Council, however, decided that a sufficient and growing number of members were interested in ASA coming up with a strategy for their preservation that Council would store the boxes for another year to allow interested parties the time to come up with funding for digitization as a means of preservation.

Pointing out that dealing with 20 tons of paper files is a massive task, Lareau succinctly outlined three options for Council action: Delay, Destroy, or Preserve. The goal at this Council meeting was for Council to move to closure with a plan to resolve the issue.

Discussion commenced with a suggestion to give interested members six months to raise money, have ASA match the donations, and use the resulting funds to digitized the documents until the money was depleted; any remaining materials would be destroyed. Some favored extending this two a longer fundraising period but no ASA allocation of resources to the work. This position was favored by members of Council who held the view that the Association had many competing priorities for its financial resources and that they, and many members, might prefer ASA to provide additional resources to other priorities such as the Minority Fellowship Program

There was consensus although not unanimity about ASA covering the costs for an additional year of storage if a portion of the membership wanted time to do fundraising, but several objections were raised about using ASA funds to digitize the records for a variety of reasons concerning their value to the membership. Arguments in favor of keeping the boxes pointed noted such things as the fact that all archives are incomplete, and even an incomplete archive is valuable; confidentiality standards change over time, whereas destruction is forever; and that the twenty-year period covered by the editorial office documents was especially important to the history of the discipline.

Some concerns were raised that a major campaign to raise money for this project could have potentially negative consequences for the Association, including drawing charitable donations away from ASA's small grants program and/or MFP.

A possibility was raised that the NSF Sociology Program might consider funding a proposal to support staff time to get the necessary releases from authors and reviewers and to create a usable research database from the information in the boxes. The effort would essentially be creating and/or preserving data in a research archive that is a reasonable project for funding.

Discussion about allocating ASA resources the project swung back and forth between supporters and detractors, with one major concern being spending money on trying to create a dataset that may or may not be able to be used because confidentiality issues are unresolvable. The explicit legal advice to ASA was that it had no legal right to use rejected manuscripts and no ethical right to use peer reviews without permission from the reviewers who were offered confidentiality. A straw vote was taken to measure support for saving the documents by allocating some significant ASA funding to support digitization. The proposed motion failed by a margin of 7-yes and 8 no.

A revised motion was presented and discussed which removed the ASA funding, increased the time period for supporters to gather private donations for digitization, clarified permission issues, affirmed that any research conducted on retained documents would abide by the ASA Code of Ethics, and specified what would happen if insufficient funds were raised. Consensus was finally reached around the following proposal.

ASA Council favors seeking a strategy to save the data in the 588 boxes of ASA journal records from 1991-2010 for use by scholarly researchers because there are members who view these records as potentially important to researchers. Council recognizes, however, that there are large costs to digitizing the records and producing searchable PDF files (i.e., ASA had competitive bids for approximately \$120,000). Council also recognizes competing needs for Association funds, and the need to protect ASA's financial health.

Given these considerations, Council took the following action.

MOTION:

1. Council hereby invites members desiring to save these materials to send contributions toward digitization to the ASA office, to be received by June 15, 2015. In order for a donation to be taken, the donor will need to sign a statement clarifying that the ASA Council retains authority to decide when and how the Association can provide access to the digitized records.

2. Council affirms the principle that all research using the documents should abide by the Code of Ethics of the ASA.

3. On or before October 2015, the ASA office is instructed to begin digitizing as many of the records as possible with the funds on hand from (1) above. Until this date ASA will continue to pay storage on the boxes.

4. If the funds from (1) do not allow digitizing all the data with a vendor chosen by the ASA, the remaining materials will be shredded, with the ASA Executive Office deciding what to digitize, and with the ASA paying for shredding.

5. Council authorizes the Executive Office to prepare a proposal to the National Science Foundation to transform the stored paper records of the 1991-2009 Editorial Offices into a usable research archive for scholars.

Carried (12 yes, 1 no, 1 abstain).

With thanks to Past Secretary Berheide for her assistance, President Lareau recessed the Council meeting at 5:50pm on Saturday, March 1, 2014.

Council reconvened at 8:40 am on Sunday, March 2, 2014.

E. Update: Archiving Future Editorial Office Files

President Lareau asked Vice President Powell to assume the chair so that she could present the report from the Committee on Publications in Secretary Romero's absence.

The action taken unanimously by the Committee on Publications at its winter meeting was to forward to Council the recommendation from the archive subcommittee to conduct a membership survey to determine the potential impact on submissions and reviews should ASA decide to maintain an archive of manuscripts and reviews for future use.

The committee is considering a stratified sample of members to survey in order to ascertain whether the association can get a sufficient number of authors and reviewers to permit ASA to preserve and use a sufficient number of records to make it worthwhile taking the second step necessary to retain the documents over the long run. Also being considered is an experiment with adding a statement to the policies for submission and peer review in ASA journals, informing scholars that their documents

will be retained and used for research unless they opt out. If this does not reduce submissions or increase refusals by potential peer reviewers, and if a sufficient number of scholars do not opt out, ASA would retain the documents of those who do not opt out into the future.

One of the concerns about getting permission from authors/reviewers at time of submission is that this would discourage reviewers. The committee wants to study the potential impact of impact of making editors' lives harder. Some Council members expressed strong feelings that the survey should be worded to indicate there was a chance to opt out if authors/reviewers do not want their materials given to historians/archives in the future. This would make everyone aware of the human subjects side of the issue, as well as begin the development of a potentially useable electronic database from the time the option is implemented.

There was some discussion but no consensus about the range of time for making submission data inaccessible. One suggestion was for a 40-year embargo; another noted that the Census Bureau uses 70-years, which is basically life expectancy; and a third proposed a much shorter time period of 10 or perhaps 20 years.

Discussion concluded with agreement to get more input from members as soon as possible about the changes in the policy for retaining records.

MOTION: ASA Council invites proposals from members about changes in policy for the retention of future editorial records. These policies should be proposed to the Committee on Publications by July 30, 2014. Carried (14-yes, 0-no, 1-abstain).

7. Annual Meetings

A. Update on the 2014 Annual Meeting and Related Presidential Activities

President Lareau commented that she was very excited about the upcoming meeting. The opening Plenary Session will focus on wealth and income inequality. Three non-sociologists—Robert Reich, Cheryl Sandberg, Malcolm Gladwell—will be featured speakers during the meeting.

Now that the paper submission site has closed, Lareau indicated that feedback was being sought on the session organizing experience. One issue under consideration is having co-organizers review papers, but there are access constraints that have to be taken into account.

B. Update on the 2015 Program Committee

President-elect Paula England announced that the meeting theme for 2015 would be “Sexualities in the Social World” and that progress on the program was developing very well.

C. Update on 2020 Site Selection

Prior to signing final contracts for the 2020 ASA Annual Meeting in New York City, ASA staff learned that July 2019 is the expiration date of Hotel Worker Contracts for the City of New York hotel/meeting facilities that would service that meeting. Moreover, July 2018 is also the expiration

date of hotel worker contracts for the San Francisco meeting facilities already booked to service the 2019 ASA Annual Meeting.

Concern arose that this type of uncertainty about labor agreements could adversely affect both meetings. If ASA proceeded to sign contracts with New York for 2020, the Association could find itself in a situation of needing to cancel and rebook two of its Annual Meetings if the meeting facilities became involved in a long, protracted labor negotiation and/or disputes.

After further discussions of these possible outcomes, Hilton Worldwide, Inc. put an offer on the table for ASA to swap the meeting sites for 2019 and 2020. In this scenario, San Francisco would be re-contracted for 2020, and New York City would be contracted for 2019. This swap would minimize the risks of a protracted negotiation process for new hotel worker contracts.

The only drawback appeared to be that this swap would alter ASA's rotation pattern for meeting sites and put the meeting in an eastern site for several years in a row. The geographic rotation is one of several factors considered in ASA meeting site selection. The three-year geographic rotation pattern (east, central, and west) for the Annual Meeting is advisory, as is Council's directive to consider meeting in Canada once each decade. The advisory status of these policies provides flexibility for the Association to take advantage of fluctuations in the hospitality industry which create better negotiation opportunities.

ASA staff consulted with the ASA Secretary who conferred with the ASA President, President-elect and Past President about whether staff concern regarding potential labor unrest outweighed confirming a contract to meet again in New York City in 2020. Officers' views were also sought about the proposed swap providing the Association with less risk in terms of protracted hotel worker contract agreements. The officers of the Association were unanimous in their agreement to move forward with swapping the meeting sites for 2019 and 2020.

Consequently, the ASA Secretary, under the provision of the ASA Constitution that gives this officer the authority to act on Council's behalf between Council meetings, authorized ASA staff to negotiate with the New York and San Francisco meeting facilities under that directive. Those negotiations were successfully completed in late-December 2013, with New York City booked for 2019 and San Francisco rebooked for 2020.

Council was requested to confirm the action taken by the ASA Secretary in consultation with other Association officials.

MOTION: Council affirms the decision of the ASA Secretary to have ASA revise the San Francisco contract to host the Annual Meeting in 2020 and to negotiate a contract to place the Annual Meeting in New York City in 2019. Carried unanimously.

8. Status Committee Updates

A. *Committee on the Status of Racial and Ethnic Minorities in Sociology (CSREMS)*

At its meeting in August, CSREMS discussed the idea of subgroups to improve the work of the committee. The four areas of focus on are:

1. Establishing a new mission statement and overall goals for the committee, along with 3-5 cyclical charges such as examining trends with minority graduate students then with faculty;
2. Continuing dissemination of the 2011 CSREMS final report and following up on any related studies on the pipeline of minority PhDs;
3. Identifying best practices in improving diversity of sociology departments throughout the U.S., with regard to both faculty recruitment/retention as well as graduate students; and
4. Building a repository for resources for racial/ethnic minority graduate students in sociology, such as fellowships, paper competitions, and conferences.

The SREM Committee continues with its overall goal of an official report to be given to Council in early 2016 (five years after the previous one in 2011); interim reports and updates will be done annually.

B. *Committee on the Status of Persons with Disabilities in Sociology*

This committee and its two new co-chairs, Sara Greene (University of Southern Florida) and Thomas Gerschick (Illinois State University), have been discussing the possibility of the committee contributing to a special issue of the journal *Research in Social Science and Disability* that will focus on the history of disability studies in sociology. The committee's contribution would be an analysis of the role of the status committee in promoting disability studies in sociology and accessibility in a professional association and would be based on historical documents from the ASA archives. This contribution would also serve as the body of report by the Status Committee to Council.

The committee continues to explore the feasibility of doing a confidential survey of ASA members who have expressed interest in receiving information about accessibility services at the Annual Meeting and other ASA events, with follow up interviews planned with a subset of survey respondents who say they are willing to be interviewed and provide their contact information.

C. *Committee on the Status of Women in Sociology (CSWS)*

CSWS has been working on a survey to determine the number of years in the rank of associate professors before promotion to full professor to see if there are statistically significant differences between men and women faculty members. The basic findings are that there is no statistically significant difference between the time spent in the associate professor rank for men and women before being promoted to full professor, and that there were few other statistically significant differences in the control variables (women had more job changes and men were more likely to be married).

The committee requested that Council accept the report and place it on the website. With thanks to Roberta Spalter-Roth for her work done over the years as staff liaison to CSWS, Council moved to accept the report.

MOTION: To accept the CSWS report. Carried.

9. Task Force Updates

A. Task Force on Sociology and Global Climate Change

Over the course of its first several meetings, the Task Force decided that the best format for an influential report would be an edited volume published by a major academic press. Task Force members then organized themselves into teams to write chapters for the edited volume.

In August 2012, the Publications Committee and ASA Council approved moving forward with plans to make the edited volume that the task force is writing an official ASA publication. In May of 2013 the ASA Executive Officer signed a contract with Oxford University Press to produce the volume.

The group is currently revising chapters based on reviews. This process has been slower than expected, due in part to the large and diverse teams contributing to them, but they are moving forward and hope to have the finished volume submitted to Oxford shortly. The Task Force's work will then be complete.

B. Task Force on Community College Sociology

The Task Force members divided themselves into subcommittees focused on three key activities: Developing a sampling frame for a survey of community college faculty teaching sociology in the United States; developing the survey protocol for community college faculty; and developing an interview protocol for community college administrators.

The subcommittees have been meeting via monthly conference calls, with a full Task Force conference call every third month. A key challenge for the task force has been the lack of an existing list of community college faculty teaching sociology in the United States.

Over the past six months the Task Force has completed many of its key tasks. The Co-Chairs, Katherine Rowell (Sinclair Community College) and David Levinson (Norwalk Community College), are doing an outstanding job in leading this effort. Their goal is to deliver a final product to Council by August of 2015.

C. Task Force on the Post-Doctoral Fellowship in Sociology

The Task Force held a productive meeting at the 2013 Annual Meeting in New York, where the members discussed the work done to date, discussed next steps in data collection and analysis, and the division of labor involved in eventually writing the final report for 2015. Brent Shea at Sweet Briar College offered to take the lead in working with ASA to find information on a group of sociologists who held postdoc positions in 2002 and 2003 (according to the ASA membership database), with the

idea that these scholars' career trajectories/accomplishments could be compared to those from the same PhD years who did not hold postdocs.

At the current time, ASA is working with Dr. Shea to develop an analysis plan for the 2002 and 2003 groups as gathered, analyzing the Job Bank information, and will work with the other Task Force members to plan out further data analyses. ASA staff has proposed a draft survey and conducting focus groups at regional/aligned sociology meetings as well as the ASA Annual Meeting, but thus far have not received responses from the Task Force about how to proceed.

D. Task Force on Social Media

In order to present the report from the task force, President Lareau transferred the role of chair to Vice President Powell. She noted that it was not uncommon for a President to have a "pet" initiative. President Erik Olin Wright, for example, travelled to colleges and universities serving underrepresented groups as ASA President. She had chosen to take stock of social science research in the complex media environment through the Task Force on Social Media. It had its first meeting in August 2013 during which it determined several areas of focus and appointed subcommittees to facilitate work on those areas.

One subcommittee is working on criteria of evaluation, with a goal to issue a white paper on how social media counts in professional evaluation. Another subcommittee is looking at blogging and how to develop a resource for members who want to know about the spectrum of sociology-related blogs. The third subcommittee is working on skill development for members by putting together documents to share ideas about best practices. It was noted that ASA Public Affair & Public Information (PAPI) staff have posted resources under the Press section of the ASA website; these include how to deal with a university Public Information Officer (PIO), write an op-ed, communicate with reporters, and more. The fourth subcommittee is reviewing the ASA website and collecting suggestions for refreshing and improving the site.

The journal articles that are highlighted in Member News & Notes (MNN) every month is limited to selections from ASA journals. Not much happens to other articles unless authors take initiative. One framing of the issue is that the Association has 13,000 member and 9 journals, and press efforts are only for ASA publications. PAPI Director Smith indicated that it takes up to 10 hours to prepare one press release, due to the extensive communication between the media officer and the author to make sure that the research is correctly presented. Filtering scientific research down to a page or page and a half at 8th grade level is a difficult and time-consuming task.

Acknowledging that ASA staff is fully engaged with a wide-variety of other Association programs, President Lareau asked how the Association might work to get more sociological research out to the world. One idea was to create a large volunteer committee (20-30 people) as a clearinghouse that would be responsible for "Sociology Research of the Day" promotions that would not be limited to articles in ASA publications. In thinking about a plan for how sociology can reach further out to the public, it was noted that policy makers and journalists are only two types of publics, so a broad Association plan should cover a whole spectrum of activity.

Executive Officer Hillsman noted that while the Association cannot do everything, it can help stimulate conversations and provide some useful guidelines. One avenue would be to think about what departments are doing and encourage them to undertake a thought process about social media. Dialogue with regional societies could also be beneficial.

There was positive response in Council to the notion of helping members understand how to do op-eds. For example, the Sociology program at New York University had a program of panels that paired a journalist with a sociologist, which was enormously helpful. The ASA Program Committee could build a Special Session into the program every year to feature a panel of people who have done op-eds successfully.

One Council member with experience in trying to get small organizations to grow and get information out emphasized that there has to be someone there consistently to push the button and feed the social media machine. One way to get people that are committed to doing something regularly might be to get sections involved. If all 53 sections participated, that would be a large base group to rely on.

The need to determine criteria for what information/research is promoted was raised. At this time, ASA does not promote any article that is not peer-reviewed. That may be too restrictive, but criteria do need to be developed in order to set ground rules regarding what is eligible. One suggestion was that articles need to be peer-reviewed, of high quality, and done by someone with PhD in Sociology or who is in a doctoral program in Sociology. However, it was also clear that nearly everyone has colleagues that would present materials that one does not agree with at all.

A question was raised about the issue of vetting blogs that might be listed on an ASA webpage. Would being listed be seen as tacit approval of that blog by ASA? Would anyone posting a comment be viewed as representing ASA? It was pointed out that sociologists disagree about many things, and any listing of blogs could carry a caveat that these listings are not endorsed by the Association nor should they be construed to represent the views of the Association.

Discussion turned to feedback about the ASA website. The task force's subcommittee conducted a web survey and received information about some things that are done well on the website as well as places where changes could be useful. One example is changing to an F-shaped format which makes it easier to read material on a webpage. The importance of hearing that many members think the website is "retro" was emphasized because it has not been updated in almost a decade. More consistency is needed across the different parts of the website. The possibility of allocating support from Spivack for refreshing the website format was raised.

There was consensus that the Executive Office be authorized to hire a web designer to give guidance about consistency in design features and assist in refreshing the ASA website, in consultation with ASA staff and the website subcommittee of the social media task force. An allocation of \$10,000 was suggested to support start-up costs for refreshing the website.

MOTION: The Executive Office is authorized to hire a web designer to give guidance to and assist in refreshing the ASA webpage, in consultation with a subcommittee of the social media task force and ASA staff. Council recommends a policy that all parts of the website have consistent design features, and that the website refresh subcommittee be in regular consultation with the ASA webmaster. Carried unanimously.

Lareau indicated that the task force's two-year term would expire at the end of 2014, and the task force was thinking about recommending establishment of a three-year committee on Engaging Sociology. The committee would focus on promoting sociological research, skill development for members in the world of media, and organizational communication between ASA and members (FB,

FN, MNN, Twitter, etc.). This would, for example, allow for consideration of ideas such as whether *Footnotes* could or should be more like Huffington Post.

MOTION: To rechristen the Social Medical Task Force as the Task Force on Engaging Sociology and extend its term to 2017. The goals are: promoting sociological research, skill development for members, and reflections on organizational communications between members. Carried unanimously.

Council took a short break at 10:45 – 10:57am.

10. Executive Office

A. Overview of the Staff and Year

Hillsman reported that one major staffing transition would occur by mid-summer. Research Director and Staff Sociologist Roberta Spalter-Roth will be leaving ASA after 17 years of service. Her departure is coinciding with her husband's retirement from SEIU. Spalter-Roth will continue doing policy-related work in connection with a local university, and it is likely that a consulting relationship with ASA will be negotiated for one or two projects, such as the BA and Beyond research she began at ASA. The transition parameters are under discussion, and Hillsman expressed hope that a new research director would be on board for the Annual Meeting in August.

B. Functional Distribution of Staff (2013)

The chart distributed by Hillsman provided a broad sense of how many staff members are involved in various program areas.

C. Interfolio Partnership

ASA has been in conversations with Interfolio about options for offering access to their academic application system to ASA members and departments of sociology. Discussions have focused on what *type* of partnership is feasible and best for ASA. A current offer would waive the fee to use Interfolio for all ASA members, and the fee to use it would be waived for ASA Department Affiliates. There would be no cost for submitting a letter of recommendation, and those letters can be modified, moved, and/or updated as needed. One fee that cannot be waived by Interfolio is the \$6 fee for using materials housed in Interfolio to apply for a job that is not in Interfolio.

The cost to ASA is small (under \$400), primarily for a programmer to build some simple fields/links into the ASA Job Bank to encourage members and departments to use Interfolio.

MOTION: That Council approve the Executive Office moving forward with the integration of Interfolio information and benefits into the ASA Job Bank. Carried unanimously.

D. 2014 Bylaws Amendments

The last major revision to the ASA Bylaws occurred in 2003. In the intervening years, a number of mostly minor inconsistencies and omissions have been identified. In addition, Council proposed one substantive change Council regarding which of the “three presidents” serves on the Publications Committee. The various changes detailed for Council’s review affected Article I, Section 4; Article II, Section 1; Article V, Sections 1, 5, 6; and Article VI, Section 3.

MOTION: To approve putting the proposed Bylaws changes to vote by membership referendum. Carried (no opposed).

E. Information Technology Report

No discussion occurred.

F. NSF Grant to ASA for ISA Travel to Yokohama

The National Science Foundation (NSF) recently awarded a block grant of \$63,250 to the American Sociological Association in support of travel to the XVIII International Sociological Association (ISA) World Congress of Sociology to be held in Yokohama, Japan on July 13-19, 2014. ASA has created an online submission system for applications that will be competitively reviewed. This system will also permit reviewers to confidentially review and score the proposals for potential funding. The deadline for applications to ASA is March 14, 2014 at 12:00 noon (EST).

11. Executive Office Programs

A. Academic & Professional Affairs Program (APAP)

In the past year APAP has produced two new print publications. The first was the third edition of *Applying for a Faculty Position in a Teaching Oriented Institution*; the second was a new edition of the career booklet *21st Century Careers with an Undergraduate Degree in Sociology*. Approximately 6,700 copies of the career booklet were sold in 2013.

TRAILS continued to grow in terms of number of subscribers and site use. At the end of 2013 there were 1267 TRAILS subscribers, representing a 15% increase over the previous year. Submissions to TRAILS have varied over the past three years. In 2011 TRAILS received 54 submissions, in 2012 that number jumped to 80, and in 2013 it went down to 58 submissions. Council members were invited to consider submitting some of their teaching materials.

ASA through the APAP and other Association programs helps serve the needs of sociology departments. In doing so, however, the Association recognizes that there are considerable divides among departments of different types. That challenge has not yet been fully met, so APAP staff in consultation with others is rethinking how the ASA Department Affiliates program might be more effective.

During the 2012-2013 Affiliate year, APAP tested the use of webinars as a professional development tool. Webinars were offered once a month on a variety of topics across three broad categories:

teaching and learning in sociology, department leadership and management, and professional development. The webinar advertisements and registration links were only sent to Department Affiliate departments, and were free for all faculty and students in the department. This effort clearly met a need. More than 900 people registered for the 8 webinars in the 2012-2013 series.

B. Minority Affairs Program (MAP)

MAP staff and its academic colleagues have been working closely with the 39th and 40th cohorts of Minority Fellowship Program (MFP) Fellows. MFP is celebrating the milestone of its 40th anniversary in 2014 with series of featured articles in *Footnotes* as well as a few special recognitions at the upcoming 2014 Annual Meeting. MFP is supported significantly supported annually by the wider sociological community, including Sociologists for Women in Society (SWS), Alpha Kappa Delta (AKD), the Midwest Sociological Society (MSS), the Southwestern Sociological Association (SSA), and the Association of Black Sociologists (ABS). The MFP stipend for 2013-2014 remains at \$18,000 to keep up with the benchmark of departmental support levels. This makes the annual total cost per Fellow approximately \$20,000, including travel to the ASA Annual Meeting and other professional development. ASA awarded 7 new one-year MFP Fellowships for 2013-14. It is anticipated that up to 6 new Fellowships will be awarded for 2014-2015.

Other MAP initiatives included NSF research grant work, attendance at meetings of regional/aligned associations/societies, and other travel.

C. Student Programs

ASA supports two student programs, the Honors Program (HP) and the Student Forum (SF).

The ASA Honors Program provides undergraduate students with a rich introduction to the professional and intellectual life of the discipline of sociology at each Annual Meeting. Exceptional students from sociology departments across the U.S. and other countries come together each year to experience all facets of the ASA Annual Meeting. During the 2013 meeting in New York, there were 40 participants from 31 different institutions. The HP is allotted funds by ASA Council for student travel awards that are intended to supplement funding received through students' home institutions. In 2013, 23 students applied for funding, and 20 students received between \$100 and \$400 for expenses.

Individuals who become student members of the ASA automatically become members of the Student Forum, receive all its mailings and electronic communications, and have access to Student Forum programs at the Annual Meeting and throughout the year. There are no additional fees associated with membership in the Student Forum. Student Forum activities are coordinated through its Advisory Board (SFAB), which consists of 7 elected students. In 2013, the ASA Student Forum awarded 29 students with small travel awards to attend the Annual Meeting in New York. Each award was in the amount of \$225, for a total of \$6750. One of the SFAB travel awards was given to the 2013 SFAB Best Paper Award winner, Roscoe C. Scarborough (University of Virginia).

D. High School Sociology Affiliate Program

During 2011-2013, ASA has sponsored three events for high school teachers of sociology. The first two were ASA high school conferences that brought high school teachers to the ASA Annual Meetings in Las Vegas and Denver. Although both programs brought high praise from the participants, attendance was low despite broad efforts by ASA and the program's advisory panel at

outreach and advertisement. After consultations with the ASA High School Planning Program Advisory Panel and senior staff at the National Council of Social Studies (NCSS), it was agreed that ASA would reverse the process and, instead of bringing high school sociology teachers to the ASA, we would try bringing the sociology program to high school teachers at the NCSS Annual Conference. The all-day event, titled "ASA Symposium: Sociology and the 21st Century Student," was held on November 22, 2013, and offered four linked sessions that all took place in the same room. Nearly 70 high school teachers of sociology attended, many of whom attended multiple sessions. This new approach was deemed quite successful and will be continued.

In September 2013, the National Council of Social Studies released *The College, Career, and Civic Life (C3) Framework for Social Studies State Standards: State Guidance for Enhancing the Rigor of K–12 Civics, Economics, Geography, and History*. The purpose of the document, known as the *C3 Framework*, is to show how social studies are aligned with the Common Core State Standards. Although sociology, anthropology and psychology were not originally included in the C3, ASA staff was successful in getting sociology included in this publication. As a result, for the first time sociology as a discipline takes an important step toward becoming explicit and visible in the social studies curriculum. The final version of the *C3 Framework* was highlighted in the NCSS flagship journal, *Social Education*. Another positive outcome of sociology's inclusion in the publication was an invitation to organize a *C3 Framework* Session on the Social and Behavioral Sciences at the recent NCSS Annual Conference in St. Louis.

E. Research on the Discipline and Profession Grants and Projects

Updates were provided on completed and current/ongoing research grants and projects. A new proposal was submitted to NSF in January 2014 for support to examine stratification in academic career trajectories for sociologists and economists.

(1) First Generation College Study. In August Council authorized the ASA Executive Office to examine those data that were available to address the question of how many graduate students had parents who had not completed college, that is, first generation college students. A memo outlined previous data collected on this topic from senior majors and masters' students as well analyses on whether parents' education level affects student outcomes. In addition, methods were described for conducting a new survey that could provide more information. The ASA President offered several suggestions for volunteers to advise ASA research staff about the new survey.

F. Fund for the Advancement of the Discipline (FAD)

Of the 22 proposals submitted to the June 2013 round of the Fund for the Advancement of the Discipline (FAD) small grants program, six were selected for funding by the Advisory Group of ASA Council Members-at-Large.

G. Public Affairs and Public Information Program (PAPI)

PAPI sent out 58 press releases/media advisories in 2013, five more than were sent in 2012. Included in the 58 releases/advisories were six media advisories featuring lists of sociologists who were available to speak about timely topics. PAPI staff responded to 523 media inquires in 2013, compared to 415 in 2012. The number of media inquiries has increased significantly over the last three years. PAPI continues to expand its database of ASA members who are subject matter experts and who are willing to talk with the media. There are currently 715 experts in the database.

The goal of ASA's social media activity is to promote the ASA, sociology, sociologists in the news, keep followers aware of the latest *Footnotes* articles and research from ASA journals, and to advocate for the social sciences. ASA's active social media posting also helps direct people to new material on the ASA website. At the end of 2013 the ASA's Facebook page had more than 9,700 "likes" compared to slightly under than 6,500 likes the previous year. With one to two posts going out each day on the ASA Facebook page, there were a total of 189 posts in 2013. The most "talked about" (liked, commented on, or shared) post on Facebook were a comic about sociology and ASA filing the amicus brief on DOMA/Prop 8. On Twitter, the ASA profile had an end-of-year total of 10,140 compared to 6,100 followers the previous year. In 2013 there were 619 posts and 1,826 retweets.

In mid-January 2014, President Obama signed into law the *Consolidated Appropriations Act of 2014*, thereby completing the fiscal year (FY) 2014 appropriations process more than three months into the fiscal year. This final agreement represents a significant win for the scientific community and especially the social and behavioral science community, in the context of the current difficult overall fiscal and science funding climate. The bill is free of restrictive language that would limit social science at the National Science Foundation (NSF); in particular, language akin to the so-called "Coburn amendment".

12. Membership

A. 2013 Membership Report

ASA completed the 2013 membership year with 13,023 members, 102 fewer than 2012 (-0.78%). There were small decreases in regular and student categories, and increases in Associate, International Associate, and Retired/Emeritus categories. With the significant restructuring of regular member categories in 2013, further examination of specific income categories from 2012 to 2013 is not possible.

Past Secretary Berheide noted that ASA membership first hit the 13,000 mark in 1969. Membership counts fell below that mark in the 1980s and above it most of the time since 1990. The effects of the Great Recession and budget cuts at educational institutions are still being felt. The effect of the new dues structure does not seem to have affected this small decline because membership drops are not in categories that experienced significant dues increases.

Council members were encouraged to look at the first table in the membership report. Looking broadly, membership has been in the 11,000 to 13,000 range since the late 1960s. Several Council members noted that this relatively steady state should temper any over-reaction to the latest smaller fluctuations.

Membership Director Edwards reported that on problems is that 30% of 2013 members have still not activated their membership information in the new membership database. Completing the transition from the ASA's old system to the new one is clearly a slower process than we had anticipated. Membership staff is reviewing with the ASA Director of Finance whether it is fiscally feasible to propose two major new benefits for 2015: making full access to the TRAILS database free to all ASA members, and making online access to all ASA journals available to all members. The latter proposal

would include the 10-year “archive” available through the publisher’s platform. While both are significant additional member benefits, each would require ASA to replace some lost revenue.

B. 2013 Sections Report

The 2013 membership year ended on a positive note for most sections, with thirty-four ending the year with more members. The total of 28,410 section memberships in 2013 is the highest section membership count to date and approximately one thousand members more than at the end of 2012.

During the August 2013 Annual Meeting, Council set a policy requiring that all sections must file completed Annual Reports and Budgets to receive their Budget Allocation for the following year. Section Past Chairs and current Chairs were alerted of this new policy in August after the Council meeting and the initial deadline for the reports was October 15, 2013. Sections that failed to meet this deadline had until December 31, 2013, to file a completed report without any disruption to their finances.

Three sections have yet to file Annual Reports. Two of these (Marxist Sociology and Sociology of Population) have indicated that reports are on the way, while the third (Evolution, Biology and Society) has declined to file a report. The Committee on Sections is discussing this last case.

(1) Section Bylaws Changes

Proposals for bylaws changes to be presented to their memberships through the 2014 Annual Election ballot were received from sections for Council review and approval for inclusion on the ballot. One section (Sociology of Education) has a proposal to change the frequency of its awards; Economic Sociology is proposing a section dues increase; and nine sections (Collective Behavior and Social Movements; Communication & Information Technology; Environment and Technology; Latina/o Sociology; Marxist Sociology; Organizations, Occupations, and Work; Racial and Ethnic Minorities; Science, Knowledge, and Technology; and Sex and Gender,) are proposing amendments in their section bylaws. The ASA Committee on Sections (COS) met and discussed each proposal on January 15, 2014. All proposals were adopted by consensus and COS recommended them to Council for its approval.

MOTION: To approve the proposed bylaws amendments and ballot issues submitted by sections, as reviewed and recommended by the Committee on Sections. Carried (none opposed, no abstentions).
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13. New Business

A. Opportunities in Retirement Network (ORN) Proposal

ASA member sociologists involved in the Eastern Sociological Society’s Opportunities in Retirement Network (ORN) contacted the ASA Executive Office last year to discuss developing a similar initiative within ASA. ASA Membership staff has been discussing for some time how to increase membership retention among scholars who retire and then drop their ASA memberships, so this was an opportune moment to work with retired members themselves to decide what might work. Arrangements were made to hold a meeting with interested members in New York during the 2013

Annual Meeting. Around 50 people attended the meeting, and follow-up discussions moved in the direction of constructing an ASA retirement forum structured along the lines of the existing forum for students.

The proposal presented to Council outlined options for enhancing communicating among and with retired/retiring ASA members and including several special events/activities with and for retired/retiring members at the Annual Meeting. The basic premise was that everyone in the Retired/Emeritus category of ASA membership would automatically become members of ORN, with an opt-out provision available. ASA members in other categories could also join ORN if they desired to do so or were preparing for retirement.

Council members indicated their appreciation for the thoughtful proposal from these members and expressed their support in principle. It was noted that all but two of the requests were revenue-neutral to the Association. Items such as a reception or dinner at the Annual Meeting, registration fee reductions, and travel subsidies, however, would require considerable ASA funding support. Space on the Annual Meeting program, of course, is always in demand with supply limited. In response to a question about whether the group should try to become a new section, it was pointed out that being retired is not an area of interest, which is a basic requirement for section establishment.

While the organizational structure of the Student Forum seems a reasonable starting point, there would be significant differences between what student members need and want and what retired members need and want. Council expressed strong interest in finding appropriate ways to continue the engagement of retirees in the profession and the Association, but there was reluctance to add funding support for ORN events at this time (i.e., to the ASA 2014 budget).

MOTION: To approve an ASA Opportunities in Retirement Network Forum as follows:

- 1) Recognition of the Opportunities in Retirement Network (ORN) as an official forum of the American Sociological Association.
- 2) Creation of an ORN listserv that would automatically include all emeritus/retired members (with an opt-out provision), as well as any other ASA members who want to be included.
- 3) Allocation of space for three events at each ASA Annual Meeting:
 - a. One program paper session relating to retirement issues;
 - b. An evening event that combines a meeting for ORN members with an invited lecture by a late-career sociologist; and
 - c. A professional development workshop on the program the topic of which would be relevant to the Forum.
- 4) Inclusion in *Footnotes* of a regular feature on retirement issues and/or by retired sociologists about their current endeavors
- 5) Support for a semi-annual newsletter sent electronically to all ORN members.
- 6) Exploration of further ways to encourage participation by retirees in the Association and its Annual Meeting.

Carried.

B. Amicus Brief in Utah and Oklahoma Cases in the 10th Circuit

Last year ASA submitted an *amicus curiae* brief to the United States Supreme Court on the social science research regarding outcomes for children who are raised in two-parent gay or lesbian families compared to children raised in families where the parents are of different sexes. ASA then submitted a brief on the same research to the United States Court of Appeals for the Ninth Circuit and is currently preparing a third amicus brief for the United States Court of Appeals for the Tenth Circuit. The Executive Officer provided background for a potential fourth brief for the United States Court of Appeals for the Fourth Circuit.

MOTION: Council authorizes the Executive Office to prepare an *amicus curiae* brief on the impact on children of two-parent gay, lesbian, and different sex parents for the Fourth Circuit Court of Appeals if an appropriate case comes before it. Council will review the penultimate draft of the brief for its approval before it is submitted to the court. Carried (none opposed).

Adjournment

With thanks to all the Council members and ASA staff in attendance, President Lareau adjourned the second meeting of the 2013-2014 ASA Council at 12:19 p.m. on Sunday, March 2, 2014.