

## **Minutes**

**Western Political Science Association  
Executive Council Meeting  
Friday, September 3, 2004  
Hilton Chicago  
McCormick Boardroom  
5:30 – 7 PM**

Members Present: President Barbara Norrander; Program Chair Ron Schmidt, Sr.; Recording Secretary Barbara Morris; Treasurer Gil St. Clair; Executive Director Elizabeth Moulds, Associate Director Elsa Favila; and Council Members Anne Costain, Victoria Farrar-Myers, Mark Petracca, Susan Burgess, David Camacho, Shaun Bowler, Clive Thomas

Ex-Officio Members Present: Harold Clarke, Ron Hrebenar, and William Haltom

Members Absent: Al Harris, Howard Gillman, Joel Kasiola, Edwina Baravosa-Carter, and Sonia Garcia.

Guests Present: Lynda Roberts, PRQ; and Dvora Yanow, CSU Hayward.

**Call to Order:** The meeting was called to order by Barbara Norrander at 5:31 PM.

### **I. Approval of Minutes**

The minutes of the Thursday, March 11, 2004, Executive Council meeting in Portland, Oregon were approved.

The minutes of the Friday, March 12, 2004, Western Political Science Association Annual Business Meeting in Portland, Oregon were approved.

### **II. Reports**

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

Executive Director Betty Moulds indicated that the Portland conference was our most financially successful convention. The hotel's need to mitigate for double selling some of our meeting rooms contributed to our bottom line. Additionally, conference participants were provided with free drinks at the reception.

Betty indicated that she has signed a contract with Hyatt in Albuquerque for 2006. Joe Stewart, University of New Mexico, has agreed to be local arrangements chair.

Additionally, a contract has been signed for the Rivera Hotel in Las Vegas for 2007. Ted Jelen will be the local arrangement chair.

Elsa and Betty are visiting San Diego this fall to check the site for 2008. Barbara Morris and Noelle Norton are potential co-local arrangement chairs.

Preparations are underway for the upcoming Oakland convention. Dvora Yanow will be handling local arrangements.

Preparation work is underway for the editorial selection process for the Political Research Quarterly. There is a selection committee in place, and it will meet Saturday in Chicago.

Betty indicated her work this fall will include the PRQ editorial selection process, the upcoming conference in Oakland, checking out San Diego for a possible site in 2008, and working on the archives.

#### **B. Program Chair's Report: Ron Schmidt**

Ron indicated that while in Chicago there was a very enthusiastic meeting of the program committee for Oakland. He encouraged council members to solicit and submit proposals before the upcoming deadline.

#### **C. Local Arrangements: Final Report, Portland. Elizabeth Moulds**

Net income from Portland was \$32,000.00. Betty indicated she learned some interesting things, including that free drinks equated to a successful reception. Details are outlined in notes from Richard Clucas.

#### **D. Local Arrangements: Oakland. Elizabeth Moulds**

Betty indicated the Oakland Marriott has been very accommodating. The conference center is located across the street from a BART station so it is only a short ride into San Francisco. However, Betty highlighted that there were many sights and good restaurants in the near vicinity of the hotel and that Oakland is a very vibrant community.

#### **E. Nominating Committee Report: Victoria Farrar-Myers**

The following are the recommendations by the committee:

Vice President and Program Chair, 2006-2007 – has not been selected to date.

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Region A – Kristin Hill Maher – San Diego State University

John Meyer – Humboldt State University

Region B - Ted Jelen – University of Nevada, Las Vegas

Region C - Richard Clucas – Portland State University

## **F. PRQ Report: Harold Clarke**

Harold discussed the tragedy of the reviewer pool. There has been a substantial increase in the number of manuscripts.

Additionally he discussed a number of outreach activities to increase notoriety of PRQ. Harold met with Lee Sigelman, editor of APSR and hosted sessions with APSR and JOP on how to get published.

The editorial board met in Chicago and discussed problems of getting board members to attend the Western meetings.

Lastly, he invited council to attend the PRQ reception.

## **III. Old Business**

### **A. PRQ Editor Selection: Barbara Norrander**

The council voted unanimously for the slate of editor selection committee members. Nominations had been solicited from executive council members. The following individuals were approved by the council:

Luis Fraga, Stanford University, Chair

R. Michael Alvarez, California Institute of Technology

Nancy Hartsock, University of Washington

Timothy Kaufman-Osborn, Whitman College

Lyn Ragsdale, University of Illinois, Chicago

Ex-officio members include:

Ron Hrebenar, Managing Editor of the PRQ

Ron Schmidt, WPSA President Elect

Elizabeth Moulds, WPSA Director

Barbara indicated that there was a discrepancy between the WPSA bylaws and the Memorandum of Understanding with the University of Utah regarding the process of selecting the editor selection committee.

A draft of the search ad was presented to the council for discussion and approval. The document is to appear on WPSA website.

Dvora questioned the use of the terms “appropriate support” and indicated the more information we can make available up front the better. Betty responded that the process of recruiting an editor can be very personal and we want to encourage interaction with potential candidates. Harold Clarke indicated that he and Ken Godwin would be happy to talk with candidates. Mark Petracca indicated we should make phone contact with potential editors. The ad should indicate that further information is available on the web. Harold Clarke discussed how we need to think ahead, given the increase in manuscripts. In other words, the work load will be more than what past editors have had. Also

information should be available to potential candidates so they might be better equipped to negotiate with their school and administrators.

Betty indicated that she will take suggested changes in the draft to the meeting of selection committee.

#### **IV. New Business**

##### **A. Policy Inconsistencies re: appointment process for editor selection process in the Bylaws, Policies, and the MOU.**

Betty provided council with draft of language changes in Bylaws (see attachments). Ron Schmidt moved to accept changes. Mark Petracca seconded. The motion was passed unanimously.

##### **B. Mid-year budget report: Gil St. Clair**

Gil indicated finances are in order and the WPSA is doing well.

##### **C. PRQ Cover Design: Ron Hrebenar/Lynda Roberts**

Lynda indicated at the editorial meeting the consensus was to place the Table of Contents on the Back Cover and showed the proposed design for front cover. The change was to keep up with current trends. The staff would like to have the design in place with the March 2005 issue. A discussion issued regarding the shading and placement of letters. Prospective covers will be provided over email to council members on color files.

##### **D. PRQ and EBSCO: Ron Hrebenar/Lynda Roberts**

EBSCO is a service that will print full text on line similar to JSTOR. We have similar control over which editions are published unlike PROQUEST. There is no fiscal impact. The upside will be in citing the journal. In today's world if a journal is not available online, readership and citations are hurt. There was a discussion regarding library subscriptions and payments. Lynda indicated that the library pays for databases and then we get a small amount in royalties. There have been no decreases in subscribers. Ron Hrebenar moved for approval. There was a second. The vote was unanimous.

The meeting was moved to be adjourned at 5:40 PM.

Respectfully submitted,

Barbara Morris, Recording Secretary

ATTACHMENT A

**Proposal for amendment of WPSA Bylaws  
September 3, 2004 Executive Council Meeting.**

**WPSA Bylaws**

Article X, Section 7. Duties and Powers of the President.

“The President is the principal administrative officer of the Association and shall report to the Executive Council and the membership. Among the President’s powers are those to make appointments to committees and to expend funds on behalf of the Association. *With respect to the appointment of a PRQ Editor Selection Committee, the President shall request nominations from the Executive Council, and from the list of nominations form a slate to be approved by the Executive Council by majority vote.* The President shall preside at all meetings of the Executive Council, and shall have the general power and duties of management usually vested in the office of President of a corporation, together with such other powers and duties as may be prescribed by the Executive Council or the Bylaws.”