

MINUTES
WPSA EXECUTIVE COUNCIL
Thursday, March 24, 2016
Manchester Grand Hyatt, Room: America's Cup A and B
San Diego, California

Members present: Louis DeSipio, Julie Novkov, Stephen Nicholson, Carrie Currier, Michael Bowers, Elsa Favila, Richard Clucas, Michael Genovese, Kimberly Nalder, Regina Branton, Jennifer Wilking, Jane Junn, Teena Gabrielson, Andrew Aoki, Lorrie Frasure-Yokley, Ricardo Ramirez, Clarissa Hayward, Jeanette Mendez, James Scott, Laurel Weldon, Victoria Farrar-Myers, Mark Button

Members absent: Maruice Mangum, Celeste Montoya, Tiffany Howard

Guests present: Shaun Bowler, Peter Cannovo, Meredith Conroy, Danielle Levy, Patrick McGinty, Melissa Michelson, Vidya Nadkarni, Michelle Phillips

Meeting called to order at: 8:13AM by Louis DeSipio.

I. Approval of Minutes

Minutes from the September 2015 WPSA Executive Council Meeting.
Motion for approval by Victoria Farrar-Myers, seconded by Julie Novkov.
Approved.

II. Reports

A. Executive Director's Report: Richard Clucas outlined 4 key areas of work:

1. Convention planning and preparation. Richard discussed how well most things went in planning for the San Diego conference, though there were some disruptions and problems. In particular, we voluntarily agreed to move some of our meeting rooms to the fourth floor to accommodate the needs of a disability group that was also meeting in the hotel. While the move created some inconveniences for conference attendees, Richard felt that the association would support the move. More troubling, the Hyatt Hotel sales staff also allowed another group to meet in a meeting room in the middle of the space set aside for the WPSA meeting. While this meeting room was

technically not part of the WPSA space, it was a poor placement on the Hotel's part, having two meetings in the same area. A week before the conference, the hotel realized the second group needed to use some of the space set aside for the WPSA. Richard initially told the hotel that this was unacceptable. However, the hotel offered to compensate the association \$15,000 to let the other group use the area. Richard approved this agreement.

With regard to the 2017 planning issues, the Empress Hotel contacted Richard two weeks ago with information about a massive renovation occurring at the hotel in Victoria. This renovation will cause us to lose more than half of our hotel guest rooms. As a consequence, we are considering other options. The Vancouver Hyatt is interested in hosting us; we are also contemplating splitting the conference between two hotels in Victoria. However the Empress was the preeminent reason the Executive Council approved holding the conference in Victoria, thus Richard said it might make sense to move to Vancouver since we would no longer have the rooms promised in the contract with the Empress.

2. Publications – Richard worked on a variety of activities related to WPSA publications, including participating in the search for new PGI editors, working with the editors of PRQ, and working with the newsletter group.
3. Financial matters – Richard contacted an outside accounting firm to conduct a financial review of the Association's finances. The accounting firm has asked us to change how we maintain our bookkeeping records so that it is more in line with standard procedures. Elsa will make those changes in the spring. After that, the accounting firm will conduct the review.

Richard also reported that the Association has begun to receive donations. While the total dollar amount has not been great, the influx of donated funds represents an important step in the association's finances.

4. Administrative elements – Richard is also involved in a lot of administrative duties, including putting together the council agenda packets and working with all the association committees. He also attended the meeting of the Southern Political Science Association in January.

B. Program Chair's Report: Julie Novkov.

As program chair, Julie outlined her strategy for securing section chairs for this year's conference, and how she had reached out to people early in their careers (those just tenured or about to be tenured). Among the highlights of the conference are the two new sections (one in politics, literature and film and one on critical perspectives in higher education), three events sponsored by APSA, four workshops and five mini conferences within our conference.

C. Local Arrangements San Diego: Vidya Nadkarni.

Vidya thanked her team and offered a variety of suggestions on things to see and do while in San Diego.

D. Local Arrangements Victoria 2017: Richard Clucas.

With the Empress under renovation, the discussion has moved to considering Victoria or Vancouver.

E. Nominating Committee Report: Richard Clucas

Richard presented the slate of candidates and reminded everyone the vote will be placed at the business meeting.

F. Financial Report: Michael Bowers.

Michael reported that we are in good standing and almost every year the income from the convention increases. The association has been moving some of its reserved funds into a mutual fund to build up the financial reserves to protect us in the long run against a variety of hazards. We are now taking donations to the association – people are encouraged to donate.

G. PRQ Report: Jeanette Mendez, Jim Scott, and Clarissa Hayward.

The editorial team noted that the impact factor has improved and the journal is ranked in the top one-third. The editors get nearly 400 manuscripts per year. The editorial team noted that one thing they offer is an expedited review to the paper award winners from the conference. However few of the nine award winners actually submits to PRQ, and the editors would like to encourage the paper award winners to consider submitting. Clarissa discussed concerns about representing the diversity of the discipline and in particular political theory. She noted that the review team should consider always having a political theorist on it to be more inclusive of the diversity of

interests generally represented at the western. James Scott furthered this discussion and indicated he was working on the comparative and IR elements, and was doing outreach at ISA and other conferences to encourage submissions. Jeanette noted that PRQ added two more panels to what they normally do at the conference this year, including one on data replicability (due to DA-RT) and one on publishing specifically with PRQ to help do more outreach.

Ricardo Ramirez noted there should be a correction on the annual report with regard to acceptance versus rejection rates, with the acceptance rate noted as 10-15 percent. Julie Novkov asked about the DA-RT strategy and the PRQ team responded by noting they were slowing down so as not to alienate groups like theory and comparative and interpretive studies with regard to qualitative research. They wanted to get more feedback first and not have it interfere with their outreach efforts.

H. PGI Report: Laurel Weldon.

The journal editors are working to expand the unique elements in the journal like review essays and dialogues sections. They are working on their social media strategy, which has led them to have twice as many downloads this year compared to last and did a virtual special issue this year. The journal's response time is down to just under two months and the rejection rate for first time submissions is around 62%.

Richard was asked if we can get just online subscriptions because some members would prefer online versus over hard copy subscriptions. He said that the association has signed a contract with Taylor and Francis for online-only subscriptions, but that we have only been providing hard copies at this point in order to improve name recognition of the journal. Richard asked Michelle Phillips, the Publisher of the journal at Routledge, if there was anything we can do to help boost the journal's recognition more. She suggested that members ask their home libraries to subscribe to the journal to get more institutional subscriptions.

I. Western Newsletter Report: Danielle Lemi.

One newsletter was published in the fall, and the next publication will be after the conference. The editors plan to put in a feature called "grad student corner" to give advice on how to network and hope the newsletter can be a place to submit job announcements as well as pictures from the conference. Discussion on when the newsletter

should be published ended up with suggestions for just prior to the APSA meeting and just after the WPSA conference (rather than before) to recap rather than pump up the conference.

J. WPSA Committee on Information Technology: Meredith Conroy.

This is a new standing committing and they are trying to promote the conference, the work of scholars, and connecting (twitter, Facebook, etc.). They encourage people to promote their panels with social media and want the blog to be a place for people to talk about their articles in the context of what's happening in the world. For instance we could be looking for some related article in PRQ that could be tied to some timely information in the news. Stephen Nicholson suggested the editors might encourage published authors to write a brief blurb for the blog.

III. Old Business

A. Future Convention Sites: Elsa Favila and Richard Clucas.

The first part of this agenda item focused on the 2017 meeting. In 2017 we will lose half of our contractual guest rooms at the Empress due to a major renovation at the hotel. The issue before the council was on how we would adjust to this situation. Most of the conference meeting rooms are not actually in the Empress but in the convention center behind the Empress, and Richard was told that the meeting rooms will not be affected. The Empress is a wonderful historic hotel and it was the reason we chose Victoria even though when we initially voted to go there as a site it was not supported unanimously due to the possible logistical complications of flying to an island. The council was asked to consider two options. Option 1: have rooms at the Empress and a nearby Marriot. Option 2: move to a hotel in Vancouver, including possibly the Vancouver Hyatt where we met in 2009. The Hyatt has most of the rooms we need but we may need to reserve some rooms in suites to accommodate the growing size of the conference. In its initial bid, the Hyatt offered guest rooms at \$229/night CAD, which is considerably higher than the guestrooms at the Empress. The contract with the Empress provided for most rooms at \$159 CAD a night and a few deluxe rooms a \$169 CAD.

Michael Genovese raised concerns about what “major renovations” entailed and if other rooms would be affected or if the hotel would be noisy and in disarray. Teena Gabrielson was concerned about being in two different hotels and that it might be more difficult for some people to get to the conference meeting site. Other concerns were raised about

whether the construction would be isolated to one wing or all over the hotel, and how far the Marriot was from the conference site, which was determined to be approximately one block.

The council voted 7 for Victoria, 7 for Vancouver and nobody voted to absolutely reject either Victoria or Vancouver. Elsa and Richard will go to Victoria to evaluate the situation and the renovations in order to make a decision on where to meet next year. Richard asked what the bottom line would be in terms of determining that Victoria would need to be rejected. Victoria Farrar-Myers asked them to consider the level of discomfort and inconvenience that conference participants would feel. If it seemed that these factors outweigh the great venue then we should consider moving from the Empress.

For 2020 Richard looked at Denver but nothing was able to accommodate our size and the WPSA has outgrown the Denver market. In the southern California area, Richard and Elsa explored Santa Monica, Pasadena, Newport Beach, and Huntington Beach but were not able to secure any bids from those locations. Three good bids were secured around the L.A. area and based on price and the site visits, the JW Marriott at L.A. Live was the best option since we would be the only group there and it is in an entertainment complex by the Staples center in the heart of LA, with bars and restaurants and the train conveniently located. The vote was unanimous in favor of the JW Marriott at L.A. Live. Richard said he would pursue a contract with that hotel.

B. PGI Editors Search: Melissa Michelson.

The PGI Editor Search Committee recommended staying with an editorial team based at Purdue University, though with a new group of editors. A motion was made by Victoria Farrar-Myers to accept the Purdue team, Julie Novkov seconded it, and the vote was unanimous to approve. The new team of editors consists of:

Nadia E. Brown, Associate Professor, Purdue University
Valeria Sinclair-Chapman, Associate Professor, Purdue University
Rosalee A. Clawson, Professor and Head, Purdue University
Pei-te Lien, Professor, University of California Santa Barbara
Natalie Masuoka, Associate Professor, Tufts University
James A. McCann, Professor, Purdue University
Anna Sampaio, Associate Professor, Santa Clara University
Eric N. Waltenburg, Associate Professor, Purdue University
S. Laurel Weldon, Distinguished Professor, Purdue University

C. Future Planning Committee: Shaun Bowler.

Shaun gave a report about the work of the WPSA Future Planning Committee. The committee was asked to consider how the association should address some of the major issues before it, including growth, its mission, and the timing of the annual conference. One of the main activities undertaken by the committee was a survey of WPSA members. The survey had 360 responses. Among other outcomes, the committee recommended pursuing more conferences within our conference, outreach to different groups, and more mentoring programs.

The issue as to whether the Association should move its meeting to a non-holiday time continues to be raised. Richard's response is that we should continue to ask for two bids to see what the cost differences would be on Easter and non-Easter weekends. The problem is that some hotels will not even provide a second bid because they know we cannot afford it, but smaller markets may be willing to give second bids.

D. Proposed Policy for Reviewing Older Awards: Richard Clucas.

A proposal was put forward at the San Francisco Council meeting in August on how to remove awards that are no longer relevant. At that meeting, the Council agreed in principle to the idea of a process for reviewing older awards, but asked that Richard return with two alternatives on how the review committee would be structured. One option considered was to have the Investment Planning Committee conduct the review. The second option was to have an ad hoc committee do the review. Michael Bowers said the decision to keep the awards or not is not really a financial element, so it may not be appropriate to have the Investment Planning Committee conduct the review. He suggested it might be better to have an ad hoc committee composed of people with expertise in the area conduct the review. A motion for an ad hoc committee to review the older awards was made by Victoria Farrar-Meyers, seconded by Michael Bowers, and approved unanimously.

E. Clay Morgan Award: Peter Cannovo (guest)

Peter Cannovo put forward a proposal from the Environmental Political Theory Workshop to create a Clay Morgan Award. Peter submitted a petition and all the necessary paperwork for the council to consider the award. The Clay Morgan Award is a non-monetary award in recognition of Clay Morgan who helped create the field of environmental political theory. The winner gets a plaque, and the EPT section organizes a roundtable featuring the award winner at the following WPSA annual

meeting. Ricardo Ramirez asked how many books come out each year that might be eligible for the award, and John Meyer said it was approximately thirty books in a three-year period. A motion to accept the Clay Morgan proposal was made by Teena Gabrielson, seconded by Laurel Weldon, and unanimously approved.

IV. New Business

A. PRQ Editor Selection Timeline: Richard Clucas.

Richard presented a timeline for the selection of new PRQ editors. A motion was made by Michael Genovese to approve the timeline, seconded by Victoria Farrar-Myers, approved unanimously.

B. Marking WPSA Anniversaries: Richard Clucas.

Next year is the 70th anniversary of the WPSA, and Richard would like to set some funds aside for activities to mark the 70th anniversary. We should also think about a bigger anniversary celebration for the 75th. Suggestions were to create a planning committee and some panels that reflect on key transition points in the discipline or in the association.

Julie Novkov suggested the newsletter would be a good place to put in some reflections on past presidents over the years. Lorrie Frasure-Yokley suggested some panels on expanding diversity in the conference and how it has grown over the years. Michael Genovese suggested a major address by a major figure (like the UN Secretary General) and see if any past presidents that have connections that can get a more prominent figure here. Clarissa Hayward suggested we do interviews with past presidents and put these videos on the web. Ricardo Ramirez suggested we highlight diversity and show how we have done this better than other associations. Lorrie Frasure-Yokley added that we should capture the experiences we have with graduate students and helping to introduce them into the discipline, which would be a good transition into the mentoring aspects we hope to develop more in the future. Next year we will discuss establishing a committee for planning for the 75th anniversary.

C. Proposed Revisions to the Lifetime Service Award: Richard Clucas.

Richard requested some changes in the rules governing the Lifetime Service Award: 1) He asked that we lower the threshold for the award

prize in order for the award to be given out sooner than would happen under current fundraising patterns. The Award Prize is currently \$1000. Richard asked that we to lower it to \$250, which is comparable to other awards. We almost have enough money in the endowment at this point to begin giving out a prize at \$250. 2) Richard said that if the Council lowered the award amount, he would conduct a fundraising push to get the endowment above the amount needed to give out the award. 3) He then asked the Council to temporarily underwrite the award so we can begin awarding it in our 70th year. 4) He then said he would like the award prize to continue to grow so that it could eventually become a \$1000 award. The timeline for this award to be presented next year would be for the President to appoint a committee and give directions on nominations and send it out ASAP to ensure candidates would be considered. A motion by Michael Bowers was made to lower the award to \$250, and to provide temporary support from association funds to cover the amount needed to award the \$250 prize. The proposal was seconded by Victoria Farrar-Myers, approved unanimously.

D. Budget: Michael Bowers.

A new addition of the proposed budget has the 70th anniversary events budgeted at \$2500. Professional fees were larger in last year's budget to accommodate the raise and bonus changes for Elsa and Richard from the last year. A motion to approve the budget was made by Victoria Farrar-Myers, seconded by Michael Genovese, approved unanimously.

E. WPSA Refund Policy: Richard Clucas.

Richard discussed how as an association we were not up to date on the payment card industry data security standard. To meet standards we need to have a policy on refunds of membership dues and registration fees as well as a statement on how we collect and share member information, essentially a privacy statement. Our policy on refunds is that we do not offer refunds, which is consistent with the policies of other political science associations. Richard asked if the Council wanted to formally adopt this policy. After some discussion, a motion was made by Victoria Farrar-Myers to adopt the no-refund policy. The proposal was seconded by Michael Genovese, and approved unanimously by the Council.

F. WPSA Privacy Policy: Richard Clucas.

The proposed privacy policy is that we do not share our email lists and we do not share individual records. A motion was offered by Victoria Farrar-Myers to approve the policy, seconded by Julie Novkov, and approved unanimously.

G. Proposal to Add Treasurer to Wage Committee: Richard Clucas.

The proposal is to add the treasurer to the Wage committee and to determine if the treasurer should be a voting or a non-voting member. Question was raised if there were any concerns that the committee would be four people, which could lead to a tie. Since the committee is an advisory body that only provides recommendation to the council, the potential for a tie would not create a problem. The reason for the proposal was to ensure that someone with knowledge of the budget should be on the committee. A motion was made by Victoria Farrar-Myers to add the treasurer as a voting member, seconded by Julie Novkov, and approved by the council with Michael Bowers (treasurer) abstaining.

H. Fees for Workshop Only Participants: Richard Clucas.

A situation came up this year where a graduate student asked to participate solely in the pre-conference workshop and not pay the full registration fees. Richard agreed to let the student attend. Then another graduate student asked to attend the workshop without paying registration fees. Since this was a new situation, Richard decided to bring it to the attention of the council to see if the council wanted to create a policy on workshop attendees.

The discussion moved to questioning if this was a solution in search of a problem and that this may not really be an issue yet. Julie Novkov suggested that perhaps it is too early to come to any decisions on this matter right now but that we should make sure to include the people running the workshops in this conversation if we need to develop a policy. Since this was just an informational discussion no vote was required.

Meeting adjourned at 11:24AM.