

2019 Arkansas Political Science Association

Executive Board Agenda

Call to Order – Attendance

	Chris Housenick, President		Karen Sebold, 2019 Program Chair
	Carol Strong, Past President <i>Ex Officio</i>		Matthew Goss, 2020 Program Chair
	Hans Hacker, Vice President		Lori Klein, At-Large Board Member
	Michael Rogers, Treasurer		Williams Yamkam, At-Large Board Member
	Matthew Evans, Secretary		John Davis, At-Large Board Member
	Joseph Howard, <i>MPSR</i> Editor		

Formal Approval 2018 Executive Board Meeting Minutes

Executive Board Officer Reports

1. 2019 Program Chair's Report – Karen Sebold
2. 2020 Program Chair's Introduction – Matthew Goss
3. Secretary's Report – Matthew Evans
4. *MPSR* Editor's Report – Joseph Howard
5. Treasurer's Report – Michael Rogers
6. President's Report – Chris Housenick

President's Report

1. Meeting Sites

- One of the things I worked on as President (especially the last four months) was to juggle the schedule for future ArkPSA Meetings (for a variety of reasons).
- Here is the current schedule as it stands now:

Year	Host Institution	Program Chair
2020	Henderson State University	Matthew Goss
2021	University of Arkansas – Fort Smith	Williams Yamkam
2022	Southern Arkansas University	Amber Overholser
2023	University of Central Arkansas (50 th Anniversary Meeting)	Mary Beth Sullivan
2024	<i>Open - Eastern Side of the State is strongly preferred</i>	
2025	Arkansas Tech University	

- **Meeting site for 2021 approved unanimously.**

2. ArkPSA Contingency Fund Cash Holdings:

- It has long been ARKPSA's policy to keep enough money on hand to pay for a full and entire conference and one year of the *MPSR*
 - Example One: Kevin Brennan, Ouachita Baptist (State closed due to snow and ice on a Monday and Tuesday, our conference Friday & Saturday lost 30% of attendees as a result
 - Example Two: Last year's rainfall and Jonesboro. Had we been at Monticello, we would have had to consider cancelling the conference.
- However, as a non-profit organization, we have to be careful about hoarding too much money.
- As an organization, we should formalize this amount, rather than going by instincts or assumptions.
- As president, I officially recommend that our emergency cash holdings contain:
 - We need to keep \$2,500 cash on hand for PayPal.
 - \$800 for one year of publication of the *MPSR*
 - \$7,200 for a full and total cancellation of our most expensive conference.
- **Contingency funds approved unanimously.**

3. Future Conference Fees:

- This year, the executive board voted to reduce the conference fees from \$95 to \$85 while continuing to have separate ArkPSA association membership dues for \$30.
- ArkPSA has a long-standing problem of people paying their conference dues but not paying their membership fees.
- The association is losing **\$400 to \$500 per year** in revenue from individuals not paying their membership dues.
- As ArkPSA President, I recommend that, beginning with the 2020 conference:
 1. ArkPSA combines both the conference fees and the association membership dues into one lump sum payment.
 2. The conference fee will include a free ArkPSA membership for one year.
 - This free membership begins on the deadline to register for the conference
 - The free membership ends on the deadline to register for the following year's conference.
 3. The conference fee for those registering on-time will be \$120 for the 2020 and 2021 Conference, and \$125 for those who register after the posted deadline.
 4. ArkPSA Memberships (for \$30) will still be available separately for those not attending the conference.
 5. After the 2021 meeting, the Executive Board will review this policy and make recommendations based on changes to the ArkPSA association's finances and membership enrolment.
- **New conference fee approved unanimously: \$120 before conference, \$125 at conference for professionals, \$50 for graduate and undergraduate students; all three will include membership in ArkPSA.**

4. Future Conference Fee Waiver Policy:

- To promote attendance of this conference, ARKPSA has a policy that attendees can apply for a waiver of conference fees.
- Most years, very few people apply for these waivers. Therefore, there is zero controversy or real decision-making necessity surrounding this policy.
- However, this year we had **seven** waiver requests.
- Requests for Waivers fall into four categories:
 1. Undergraduate Students
 2. Graduate Students
 3. Faculty from Smaller Colleges
 4. Individuals Receiving the Arkansas Political Science Association Distinguished Scholar Award
- The treasurer, along with the Program Chair, made an ad-hoc decision this year.
- However, we need a more permanent process to determine how to distribute these waivers.
- Our Executive Board Questions:
 1. What is the priority for giving out these waiver requests among these four categories?
 2. What should our policy be for multiple requests from the same institution?
- **Unanimous vote to create subcommittee led by Mike Rogers to create criteria and determine financial viability of how many of these to grant.**

5. ArkPSA paper awards

- Pi Sigma Alpha will pay out \$250 for undergraduate student prize
- **Unanimous vote to make undergraduate award \$250, and graduate and professional paper awards \$200 each**

6. ArkPSA Professional Conduct Policy (Karen Sebold)

- Many political science associations have grappled with what is acceptable professional conduct in recent years.
- Some use these considerations in internal decisions; other adopted these statements.
- One relevant organization who has adopted such a position is the Southern Political Science Association's Professional Conduct Policy
 - <https://spsa.net/resources/professional-conduct/>
 - I will bring copies of the Southern PSA Policy to both the Executive Council Meeting and the ArkPSA General Membership Meeting.
- After initial, brief discussions, two broad approaches have emerged for this question:
 - ArkPSA can affirm the Southern Political Science Association as ArkPSA Professional Conduct Policy.
 - As president, this is my recommended course of action.
 - ArkPSA can draft our own Professional Conduct Policy.
 - If we want to write our own, we need volunteers, a committee, and probably legal consultation.
- **Unanimous vote to adopt the Southern Political Science Association's Personal Conduct Policy as the policy for ARKPSA, pending the work by a subcommittee chaired by Karen Sebold.**

7. Civic Education (Matt Evans, Mike Rogers)

- Recently there was a study on civil education throughout the country.
- Arkansas finished in the bottom five states in the country for civic education.
- The state has recognized this problem in recent events – they mandated that all High School students must take a civics course and pass a civics exam in order to graduate.
- In Arkansas higher education, students currently must complete any one of four courses to earn their degree in Arkansas:
 - American National Government (POLS 2003)
 - Survey of American History (HIST 1903)
 - United States History to 1877 (HIST 2003)
 - United States History after 1877 (HIST 2013)
- Should ArkPSA as an organization lobby for or work towards a requirement that every Arkansas college student be required to take POLS 2003?
- Are there other ways ArkPSA can promote greater civic education?
- **Unanimous vote to table topic for further discussion at a future meeting.**

8. MPSR Editor report (Joseph Howard)

- Mary Beth Sullivan (Associate Professor, University of Central Arkansas) takes the position of Associate Editor,
- 2018 had one volume published, volume 19 that had four articles (in subfields of political theory, PA/policy, IR, American politics).
- Journal rejection rate remains around 45 percent.
- In 2019, looking to change the board and have terms of membership, create mailing list of members, adding to indexes and institutional memberships, shifting to one issue per year.
- **Unanimous vote to approve Editor Report; Matt Evans will help Howard build postal address list for distributing the journal.**

9. Civic Engagement (Matt Evans)

- Besides things like Constitution Day, how can we as an organization promote civic engagement?
- Are there other ways ArkPSA can promote greater civic engagement?
- **No vote**

10. Blogging on the ArkPSA / MPSR Website (Matt Evans)

- Do we want to do this?
- How often must there be blog posts for this to be effective?
- **Unanimous vote to create subcommittee led by John Davis to examine blogging on the ArkPSA web site.**

11. Educational Resource Links on the ArkPSA Website (Matt Evans)

- Do we want to pursue this?
- If so, what resources do we want to post or make available here.
- **No vote**

SPSA Professional Conduct Policy

The Southern Political Science Association is committed to promoting a culture of professionalism at its annual Conference and building an ethos that supports networking and mentoring among the Membership. A primary mission of the Association is to maintain standards of respect between persons engaged in the professional study and practice of government and politics. Harassment and other forms of unprofessional conduct undermine this mission and the principles upon which the Association was founded thus constitute serious violations of association policy.

1. Purpose

The following Professional Conduct and Anti-harassment Policy describes the Association's expectations for all who attend or participate in the SPSA annual Conference. It is modeled after policies of other associations with whom we share common purpose in promoting a welcoming, inclusive, respectful, and safe environment that supports the free exchange of ideas. "Participant" in this policy includes anyone present at the SPSA or its sponsored events including staff, Association leadership, contractors, vendors, exhibitors, SPSA Members, guests, and all other participants.

2. Expected Behavior

All participants at the SPSA meetings and related events are expected to abide by this professional conduct policy in all meeting venues including ancillary events and official and unofficial social gatherings. This includes the following:

- Adhering to the norms of treating all with dignity and professional respect to promote conditions conducive to free academic exchange
- Agreeing to alert security personnel and relevant SPSA staff if a situation arises where someone is in imminent danger.

3. Unacceptable Behavior

Behaviors that violate the Professional Conduct Policy include, but are not limited to the following:

- Actions that cause physical assault or harm (including unwelcome touch or groping)
- Threats or actions that threaten physical harm
- Threats or actions that cause or threaten professional harm, punishment, or retaliation
- Intimidating, harassing, abusive, derogatory or demeaning speech or actions by any participant at any SPSA meeting or related event
- Prejudicial actions or comments that coerce others, foment broad hostility or otherwise undermine professional equity or the principles of free academic exchange

- Unwelcome solicitation of emotional or physical intimacy
- Deliberate intimidation, stalking or following
- Harassing photography or recording
- Sustained, unprofessional disruption of panels, talks, or other SPSA related events
- Other intentionally disruptive behavior

