

**Board Meeting, Tucson
November 3, 2004, 1-4pm**

Minutes

Present: Ellen Staurowsky, Samantha King, Mary McDonald, Bryan Denham, Nancy Spencer, Dean Purdy, Toni Bruce, Emma Wensing

1. Call to Order

Ellen Staurowsky

2. Old Business

Racial Diversity Committee

The Committee received an update from Ellen regarding the Racial Diversity Committee (2003 recommendations) and discussed possibilities for a Racial and Ethnic Diversity and Climate Standing Committee for NASSS.

Ellen also noted that the NASSS Scholarship for a Graduate Student of Colour yielded one applicant, whose file was incomplete.

NASSS Board agrees that a mechanism should be in place for increasing continuity and making diversity a priority.

Conference Update

Dean provided an update on the conference, noting that 290 people were on the program. He expected attendance, ultimately, to be between 275-300 at NASSS 2004.

Dean noted that more graduate students are taking the “no journal” route with regard to membership in NASSS.

Dean noted that the 269 registered members of NASSS was the highest in approximately a dozen years, given the time of year.

The Board discussed the possibility of introducing a mechanism for undergraduate students to join NASSS at an affordable rate.

Dean reported that production costs for the Sociology of Sport Journal have stayed about the same.

The Board discussed the possibility of creating a web page committee, noting that Alan Aycock has generously served as webmaster to date.

Policies and Procedures Manual

An update on Policies and Procedures was slated for the Board Meeting on the following Thursday morning, November 4th.

3. New Business

Book Award

Samantha King mentioned the need for additional criteria for the Book Award, noting, along with Toni Bruce, that textbooks and edited volumes have scholarly attributes, and criteria for the Book Award need to be specific about the types of books considered for the Award.

Student Award

The Committee discussed the Student Award, and considered the possibility of having two awards, one for doctoral students, one for masters students. Ellen will announce the winter of this year's award at the Friday Business meeting.

SSJ Editor Report

Ellen offered an update on the Sociology of Sport Journal, having served as interim editor in recent months. Annelies Knoppers will begin her term as editor on January 1, 2005. Additional information about the journal would be provided by Nancy Theberge at the Board Meeting on November 4th.

Length of Presidency

The Board discussed the possibility of NASSS presidents serving two-year terms, in the interest of continuity and the work required of the president-elect in setting up the Annual Conference. The Board intends to discuss this further, and take to the membership the possibility of a four-year executive process, beginning with Vice-President, moving to President-Elect, President, and Past President.

4. Other Business

5. Meeting adjourned at 4pm

Respectfully Submitted by Bryan Denham

NASSS Board Meeting, Tucson
November 4, 2004, 7:11-8:15am

Minutes

Present: Bryan Denham, Ellen Staurowsky, Nancy Spencer, Nancy Theberge, Dean Purdy, Emma Wensing, Toni Bruce, Mary McDonald, Samantha King, Vicky Paraschak

1. Call to Order

2. Old Business

SSJ Update

Nancy Theberge

Editorial Board turnover occurred with 3 members off, 3 new members and a new editor. Submissions have had a 33% acceptance rate (getting fewer bad submissions). The Sport and Whiteness Issue is going along well, with 33 submissions, requiring a huge number of reviewers for a single topic. Genevieve Rail has been doing French translations for SSJ abstracts for about 10 years. Nancy faxes the abstracts to her – we need to acknowledge her great contribution. Hart Cantelon, book review editor, has become the Chair at Lethbridge and would like to move on from that position, so a search will be needed to get a new book review editor who can work well with the editor, so Annelies needs to be kept in the loop. The search for a new Journal Editor began at this time last year, and Annelies Knoppers was named in April. Ellen Staurowsky took over as Interim Editor as of July 1st. She has 3-5 revised submissions, has completed the September 1st issue and will do the December 1st issue, then Annelies will take over on January 1st, 2005.

Mary discussed the difficulty in getting editors to do the heavy workload attached to being journal editor. Nancy had a GA attached for the year, and it was hard when he left. We may need to provide for administrative relief. Nancy had a good working relationship with the editorial staff from Human Kinetics Press, but she had no involvement with the business side of the Journal. Toni asked about how many hours she spends on the Journal, and Nancy said it was a constant demand that changes your life for that three years. Ellen asked about the cost, and Nancy noted that Human Kinetics Press give \$1000 a year, which covers the mailing costs and may help her cover travel costs to get to NASSS. Samantha noted that at minimum the editor's expenses should be paid to travel to NASSS. Nancy had raised this but it didn't result in any action. Annelies should get her travel costs paid, and her conference registration fees waived by NASSS if Human Kinetics Press will not cover those costs. Ellen thanked Nancy for her contribution as editor, and for her efforts in helping with the transition to a new editor, and she also thanked her for her assistance on the Sport and Whiteness special issue. Annelies has not been involved in the Journal Editor tasks to date.

Action Item 5 – follow up on covering costs of travel and registration for SSJ editor with Human Kinetics Press, and with NASSS as well.

Policies and Procedures Manual

Vicky Paraschak

Vicky handed out copies of the draft Policies and Procedures manual. We discussed the relationship of the Manual with the Constitution and Bylaws – the manual is much easier to modify as we go along, while the Bylaws have a very formalized process for changing them. Nancy Spencer noted that she had found 12 boxes in the archives that might be relevant to the Manual. Mary asked what our next step is. Dean noted that we shouldn't lock ourselves into a restrictive format in terms of committee structures and operations. Samantha said that to get representation from the membership, we may need to create larger committees, and Mary added that we may be able to do that through the use of email. We discussed the need for creating a Web Committee to help out Alan Aycock. Wib Leonard and Lee VanderVelden assist Dean on the Finance Committee. Nancy Theberge noted that we should have some funding provided for the book review editor to cover mailing costs (Hart had faced these costs and asked for assistance).

We discussed possible individuals who might sit on the 2004/5 Elections Committee. Names included Becky Beal, Laurel Davis, Mary Louise Adams, Amy Hribar, Ted Butryn, Pat Goldsmith and Fritz Pol.

Meeting adjourned at 8:15.

NASSS Board Meeting, Tucson
November 6, 2004, 7:00-8:15am

Minutes

Present: Bryan Denham, Steve Walk, Michele Donnelly, Nancy Spencer, Dean Purdy, Emma Wensing, Toni Bruce Mary McDonald, Samantha King, Annelies Knoppers, Vicky Paraschak

1. Call to Order

Mary McDonald

2. Old Business

Policies and Procedures Manual

Nancy Theberge agreed to send criteria on what the SSJ editor does, and to make it transparent enough for others to understand. She would send this information to Vicky by November 13th. Alan Aycock should also be asked to outline what he does in his role as Webmaster.

Action Item 6 – get outline of job responsibilities from Nancy and Alan and write these into the Policy and Procedures Manual

3. New Business

Strategies to Expand NASSS Membership

We need to discuss strategies to expand the membership while enhancing the conference climate in regard to respecting difference and promoting intellectual exchange.

Rethinking NASSS Meeting

This went well, and the feeling was that we should do it every year. It provided us with an opportunity to interact in a different way from other NASSS activities. We discussed how to get more people there, noting that we advertised it in the newsletter, on the listserv, and in the program. It was good to allow people to be involved in the session they preferred.

Administrative Structure of NASSS, Including Terms of Office and Role Delineation (Vicky) – the members of this group agreed that we should go to a four year Executive Board approach with VP, President Elect, President and Past President. We agreed that graduate students should be able to sit on Board committees, and that we will need a bylaw change to make that clear. We also discussed appointing one member at large to oversee Canadian issues, and one to oversee American issues.

Membership, Retention and Outreach Efforts, Including Promotion of Diversity, Recruitment of Graduate Students, and the Conference Climate (Steve) – the Program Committee for the Conference could consider a variety of formats, especially roundtables. Guidelines should be presented for conference presenters. There should be a systematic way of announcing changes in the program. People could have the

graduate paper winner advertised in the program (and perhaps the runner up) to encourage people to come hear them. We could hold an organized breakfast etc for new conference attendees – on their registration, we could ask them to note if it is their first NASSS, and then set up a buddy system connecting them with someone in their area of expertise.

Conference Structure and Content, Including Interdisciplinarity, Accessibility and Rigor (Bryan) – We have many different variations on the papers given – perhaps we should designate sessions to be more consistent. We need to define the difference between a Panel and a Session to help with our “culture of expectations”. Toni recommended that we should put four papers opposite each other, or 3 papers and 5 minutes of questions for each paper, so people can switch between sessions more effectively.

Communication seems to break down at the organizer level. We have to tie sessions to the AV required, which dictates the time and room they end up with. Michele wondered if grad students could be given help on what to put into their paper – we could have the grad student representatives help them out with this. She also asked if we could have the Take a Student to Lunch one day earlier, to give students one more day where they know people better. Grad student representatives could also help link up students with whomever they want to meet and go to lunch with. Dean found that the 3 sessions in the morning, and 1 after lunch used in this conference made for a long day. Mary felt that when presenters are assigned night sessions, or Saturdays, that they shouldn't be assigned that slot again where possible. Steve wondered if we should ask people to volunteer to be on Saturdays for their presentation.

Communication Among the NASSS Membership about Organization Matters (Nancy Spencer) – In her session, members suggested that the website be used more interactively. We should have access to information in the Archives, for example on the history of the organization. Kathy Jamieson suggested that we could look at virtual classrooms, where we make links to other relevant aspects such as the newsletter. Dean noted that Alan Aycok is using the Wisconsin University Website, and we can't use that site if we do anything involving money. Amy Hribar has the knowledge to be able to pay for costs (e.g., for the conference) over the website, and would be willing to help design that process. Dean noted that we could increase the membership rate, only by about \$10 to help with the costs faced by the SSJ editor, but we would need to get that information out at the start of January. He also said we should not increase the conference rate by much in any one year.

SSJ Book Review Editor

Possible names for Book Review editor should be sent to Annelies and she will consult with the Board and select a new editor.

Conference Manager Position

Dean provided the Board with a contract to make this position more formal. Sarah Fields, a lawyer, looked over the contract and had some problems with it, re: vague language, possible hidden costs, and elections processing. Mary is not opposed to this being a paid position, and we need to consider Dean's request in light of his service

thus far We need more discussion on it, and we need to get more information about our various options. Steve recognized that Dean was prepared to put his contract together. He pointed out that there are philosophical issues, concerning what are the best interests of NASSS, what length of contract would be best, etc. We need to look at it carefully. Bryan said one way to simplify conference administration is when an organization meets on the same day each year.

Award Assignments for 2004/05

Nancy Spencer will chair the Book Award.

Samantha will chair the Student Paper Award.

Toni will chair the SSJ Award.

Emma noted that the graduate students are strongly in favour of having an MA and a PhD level for the graduate paper award, and that perhaps they could split the money awarded to the winner. They are not in favour of moving the deadline for the award. They are supportive of making a finalists short list, and sending a letter noting that list to the candidates a few weeks before the conference. The committee should provide a narrative for each of the student contestants concerning her/his paper, and a \$1000 award could be presented to each winner. Samantha noted that we need diversity on this committee, in terms of paradigmatic orientation, race and nationality. The Bylaws state that the committee is a minimum of three members.

The meeting adjourned at 8:15.

Minutes submitted by Vicky Paraschak