

groups either through referral to the Membership and Professional Development Committee or by the establishment of an ad hoc committee; Ichino seconds the motion and it passes unanimously.

Council discusses and agrees on the importance of communication with the membership.

GREETINGS FROM APSA OMBUDS

Box-Steffensmeier introduces David Rasch, APSA ombuds, to update council on the role and function of the ombuds at the Annual Meeting. Rasch reports that while the ombuds service began in 2017 as a confidential and neutral resource to assist those dealing with sexual harassment and connected issues, the function of the ombuds now encompasses reactions to controversial speakers, behavior within sessions, disrespect, bias, and civility. He notes that the ombuds remains confidential and provides a resource for people to discuss and process feelings, experiences, and possible action steps. Mealy adds that the ombuds is available at the APSA Teaching and Learning Conferences and is available for consultations with any attendee, committee member, organized section member, or caucus member. Rasch indicates efforts to make the ombuds better known among members and attendees. Mealy adds that the ombuds is now part of the RESPECT campaign, is mentioned in the Ethics Guide, and is highlighted in APSA communications.

DISCUSSION OF REVISIONS TO THE ETHICS GUIDE

Box-Steffensmeier introduces a discussion on revisions to the Ethics Guide. Smith notes the history of the Ethics Guide and highlights the role of the Ethics Guide in setting out the norms of behavior within the profession. Mealy provides background information on the Ethics Guide revision process as well as an overview of sections that were added or substantially revised, including big data and privacy, principles for human subject research, policies on sexual harassment and discrimination, and the member revocation policy, among others. Renteln, chair of the Ethics Committee, reports that it was the committee's goal was to provide more coherence to the guide through a complete review, revision, and restructuring. She notes the committee's work was guided by thinking through best practices for the association. Next, she reports that the guide's format has been updated to make it more accessible and usable as a teaching tool. Further, she notes that the updated guide now addresses individual members, not institutions or departments. She reports that the guide has been updated to address the normative shifts that have occurred since the last update, and that the guide now includes gender neutral language, guidance regarding two-career families, and guidance for internet behavior. Guisan inquires about standards for contingent faculty, and council deliberates regarding the role and meaning of institutional review boards in relation to the ethics guidance. Mealy notes that council feedback will be provided to the committee. She notes that the Ethics Guide is currently under review by legal counsel and will undergo a period of public comment and review before an updated version is provided to council for final approval. Super notes that the goal is to give time for due diligence while also moving quickly.

ELECTION ASSISTANCE AND POLICY COMMITTEE

Box-Steffensmeier introduces a discussion on guidelines for the Election Assistance and Policy Committee. She notes that the committee was approved at the previous council meeting, and

that prior to creating a standing committee, an election assistance task force was created. Paulson notes that the committee's work is nonpartisan and research-focused. Paulson reports that the primary guidelines are that the committee should ensure that materials and communications focus on political science research, and that the committee should only pursue partnerships with nonpartisan organizations. She also reports that there will be a review process by either outside reviewers or APSA senior staff on fact sheets, partnerships, and communications, as is standard operating procedure for similar committees. Bowman asks about the role of the committee in engaging election administrators. Box-Steffensmeier notes that the previous task force did connect with election administrators as well as supporting the recruitment of poll workers, connecting members of the media with political scientists who study elections, and discussing disenfranchisement. Lublin expresses support for the committee's work in informing and engaging people in a nonpartisan manner. Paulson reports that it is the goal of the committee to model and support member engagement in this work, while also creating opportunities for members to become more engaged.

POLICY COMMITTEE UPDATES

The Publications Policy Committee, Meetings and Conferences policy Committee, Public Engagement Policy Committee, and Teaching and Learning Policy Committee all report that they have no additional updates to provide.

Htun, chair of the Membership and Professional Development Policy Committee, provides updates on the work of the committee. She reports that the committee has discussed a potential process for combining or sunseting some organized sections that do not have the minimum number of members or raising the membership requirement for new section applications. She reports that the purpose of this would be to ensure that the addition of new sections does not cut down on the panel allocations of existing sections.

Smith thanks the outgoing council members and officers for their dedication and service.

Box-Steffensmeier adjourns the meeting.

December 2021

December 16, 2021

PRESENT:

John Ishiyama, *University of North Texas*, President

Janet Box-Steffensmeier, *Ohio State University*, Past-President

Lisa Martin, *University of Wisconsin-Madison*, President-Elect

Amrita Basu, *Amherst College*, Vice President

Juan "Carlos" Huerta, *Texas A&M-Corpus Christi*, Vice President

Mark Warren, *University of British Columbia*, Vice President

David Lublin, *American University*, Treasurer

Council members: Ben Ansell, *University of Oxford*; Erik

Bleich, *Middlebury College*; Ann O'M. Bowman, *Texas*

A&M University; Alexandra Filindra, *University of Illinois*

at Chicago; Catherine Guisan, *University of Minnesota*;

Rebecca Gill, *University of Nevada, Las Vegas*; Terri Gilmour,

Midland College; Nancy Hirschmann, *University of Pennsylvania*;

Nahomi Ichino, *Emory University*; Julia Jordan-Zachery,

University of North Carolina at Charlotte;

David Leal, *University of Texas at Austin*; Suzanna Linn,

Pennsylvania State University; Lori Marso, Union College; Tamara Metz, Reed College; Ido Oren, University of Florida; Melanye Price, Prairie View A&M University; Jillian Schwedler, Hunter College

APSA Staff: Steven Rathgeb Smith, Betsy Super, Dan Gibson, Kimberly Mealy, Nathaniel Bader, Larry Burner, Jon Gurstelle, Casey Harrigan, Meghan McConaughy, Michelle Allendoerfer, Ashley Vande Bunte

INTRODUCTION

APSA President John Ishiyama calls the 2021 APSA December Council Meeting to order.

PRESIDENT'S REPORT

Ishiyama provides an update to council on recent association activities and accomplishments. He notes that he will focus on the Ishiyama Presidential Task Force, a data infrastructure project, potential international conferences, and issues of academic freedom. He reports that the Ishiyama Presidential Task Force will work to rethink political science education at all levels of civic education, including K-12, undergraduate political science majors, and graduate study. He notes that as political science scholars face a changing and uncertain job market, it is necessary to reassess and reaffirm the value of a political science degree. The task force will assess the skills and knowledge that exist among political science graduates, rethink what political science means, discuss how political science is taught, promote civic engagement as part of political science education, and examine how to better communicate findings to the discipline and the public at large. Ishiyama reports that the task force has two co-chairs, Michelle Deardorff and David Lake, and will have four tracks: undergraduate education, graduate education, civic engagement, and rebuilding civic education.

Next, Ishiyama discusses plans for improved access to data on the profession, with the goal of establishing a data infrastructure so that any member can search for and gain access to publicly available data about the association and profession. He notes an improved data infrastructure will assist membership when working with institutional administrators and will better inform discussions about our discipline and its future. The first step in this project is to catalog all available data, and further steps include the adoption of a data library platform. Ishiyama also discusses a goal of hosting international workshops or conferences in 2022, including meetings in the Middle East and Southeast Asia. He reports three reasons for hosting these conferences. First, it would follow up on initiatives laid out by IPSA at the 2021 APSA Annual Meeting for greater cooperation in promoting political science internationally and providing access to scholars from the Global South to the international political science community. Second, it would build upon APSA's efforts in Africa, MENA, and Asia. Third, he notes that APSA has funds that could be applied to international conferences. Finally, Ishiyama reports to the council on regarding a concern that has been raised about academic freedom in Mexico and indicates that he and APSA staff will be gathering more information.

EXECUTIVE DIRECTOR'S REPORT

APSA Executive Director Steven Rathgeb Smith provides updates on association programming and operations. Smith begins the Executive Director's report by reviewing the 2021 APSA Annual

Meeting in Seattle. He reports that there were 5,917 total registrants, including 2,455 in-person registrations and 3,462 virtual registrations. He notes that staff workload was doubled, as staff prepared for both a large virtual and large in-person meeting. Further, he notes that many attendees opted for virtual attendance as the meeting approached. Finally, he explains that costs are much more significant due to the increased costs of technology for livestreaming, health and safety measures, onsite fees, and attrition costs. He summarizes by reporting that revenues for the 2021 meeting were lower than usual, while expenses were higher. Next, Smith discusses the 2022 Annual Meeting in Montreal. He reports that the 2022 Annual Meeting will be largely in-person, with a number of livestreaming sessions and a small virtual component. He also notes that APSA is also offering more virtual workshops throughout the year. Desposito asks if hybrid costs will decline over time. Vande Bunte replies that technology costs may decrease, but APSA staff are also reviewing contracting policies toward hotels and event spaces. Hirschmann expresses interest in alternating virtual and in-person meetings as a way to reduce environmental impacts. Smith replies that there can be a larger discussion regarding the siting, dates, and format of the annual meeting.

Smith provides updates to the council on association programming. Highlighting APSA's Diversity and Inclusion programming, Smith reports that the 2021 Ralph Bunche Summer Institute was hosted virtually by Duke University and had a class of 15 that met virtually. He also notes the establishment of the APSA Diversity and Inclusion Advancing Research Grants for early career scholars and for indigenous politics, which will announce their second round of grant awards in December 2021. Next, Smith reports that the Doctoral Dissertation Research Improvement Grant program received 160 grant applications and made 23 awards during APSA's second year of administering the grant. Continuing, he reports a significant increase in grant funding awarded to members, including Centennial Center grants and travel and accessibility grants.

Smith reports that 2021 was an eventful year for APSA publications. He notes that the first issue of the APSA member magazine, *Political Science Today*, came out in February 2021. Second, he indicates that *APSR* and *Perspectives* fully utilized their page budgets, and that, for the first time, over 50 percent of articles in *APSR* were open access. Next, he reminds council that new editorial teams for *JPSE* and *PS* will begin in August and September 2022, respectively. Finally, he reports on APSA's contract with Cambridge University Press. He notes that APSA received approximately \$1.6 million from Cambridge University Press in 2021, but that the contract royalties were reset in 2021. He reports that APSA will receive less royalty revenue beginning in 2022; however, he reports that APSA will save approximately \$55,000 annually due to the council decision to cease production of print journals for members.

Smith highlights the growth of APSA's teaching and learning programs, including pedagogy webinars, the TLC at APSA mini-conference, and APSA Educate. He notes that international programming has continued in a virtual format during the pandemic. Smith draws attention to two new APSA committees: the Career Diversity Committee and the Election Assistance and Policy Committee. Next, Smith provides updates on the continuing work of the Box-Steffensmeier and McClain presidential task forces. He notes that McClain Task Force report on systemic in-

equality in the discipline will be available soon and further discussion on implementation of the task force's recommendations will occur next year. Box-Steffensmeier reports that her presidential task force will result in a two-volume *Handbook on Pluralism in the Discipline*, which will be published by Oxford University Press.

Smith provides an update on APSA membership and staff operations. Smith and Super report that membership is recovering toward pre-pandemic levels, organized section membership is growing, and increasing percentages of members are opting for multiyear membership. Smith updates council on the renovations of APSA's headquarters building. He reports that a \$1 million mortgage that financed renovations in 2010-2011 will be paid off in 2024. During the pandemic, as staff worked remotely, APSA undertook a comprehensive renovation of the headquarters building. He notes that renovation work should be completed by January 2022. He also notes that APSA staff has grown due to grant-associated roles and the need for greater staff support for the Annual Meeting. In conclusion, Smith draws attention to APSA revenue streams, including flattening membership revenue, lower rental income, the publishing contract reset, and uncertainty surrounding annual meeting revenue. He reports that academic associations, including APSA, face pressure on traditional revenue sources; however, APSA continues to operate in a fortunate financial position due to substantial assets and investments.

VOTE ON BUDGET

Smith introduces a discussion of the FY 2022 budget. Smith provides an overview of revenues and expenses in the FY22 budget. Super draws attention to a backlog of programming that is associated with temporarily restricted funds that is contributing to greater expenses in certain programs and increased grants funds made available to members through diversity and inclusion programs and the Centennial Center. She reports that in 2011, APSA administered approximately \$250,000 in grants, but will administer approximately \$1.3 million for 2022, with most of those funds going directly to members in the form of grants, opportunities for funded workshops, and the development of new ideas and initiatives. Super also highlights the Special Projects Fund, an initiative launched in 2016 that provides grants of up to \$25,000 to teams of political scientists to conduct projects that would benefit the discipline and contribute to the public good. Huerta asks if investment income is supporting operating income. Smith replies that APSA's total investment portfolio has increased nearly 20 percent in the past year; however, although council has authorized a draw of up to 5.5 percent, there has been less than a 4 percent draw from investment income in 2021. Lublin also notes that nearly 95 percent of APSA investments are in socially responsible environmental, social, and governance (ESG) funds. The outstanding funds will remain as mutual index funds because no ESG analog exists for those funds. Huerta moves to approve the proposed budget; Panagopoulos seconds the motion, and it passes unanimously.

UPDATE ON ETHICS GUIDE REVISIONS

Smith introduces a discussion of the revisions to the Ethics Guide. He reports that the Ethics Guide review has been a vitally important multi-year project to revise and update the principles

and standards for the association. Smith notes that the council reviewed a draft Ethics Guide at the Fall 2021 Council Meeting, with additional revisions since then. The Ethics Guide will now be reviewed by APSA legal counsel, and the goal is to present a final report to council for a vote in February 2022. Mealy reports that the most recent edits are meant to clarify the purpose of the Ethics Guide and define the role and scope of the investigatory component of the Ethics Committee and the association in relation to professional ethics complaints that may come before the association. She also notes that a new section was submitted by the Committee on the Status of Contingent Faculty in the Profession. In response to Basu, Desposato notes that the guidelines and principles for human subject research were not included due to length and to permit the guidelines and principles for human subject research to be updated without needing to update the entire Ethics Guide. Smith notes that the Ethics Committee will continue to accept feedback

UPDATE ON 2022 ANNUAL MEETING

Ishiyama introduces an update on the 2022 Annual Meeting, which will be held in Montreal on September 15-18. Vande Bunte reports that paper and panel submissions are on par with previous years, and that she recently conducted a site visit to the conference space and hotels. She notes that health-related conditions and requirements will continue to change. She reports that APSA is closely monitoring conditions as well as health and safety guidance from national, state, and local governments. Further, APSA is in close contact with hotels on health and safety protocols. Vande Bunte also provides guidance on travel to and from Canada and the United States. Council discusses travel and passport requirements.

POLICY COMMITTEE UPDATES

Oren, chair of the Membership and Professional Development Policy Committee, reports that the committee is working on recommendations for revisions to the related group policy. He notes that the policy was recently revised, so the committee is examining more specific changes, rather than a major overhaul of the policy.

Leal, chair of the Publications Policy Committee, reports that the committee is continuing to monitor and discuss changing trends in publications

Gilmour, chair of the Teaching and Learning Policy Committee, reports that multiple APSA teaching symposia will be held in 2022. She also reports that the committee will discuss ways to support the Ishiyama Presidential Task Force.

Linn, chair of the Meetings and Conferences Policy Committee, reports that the committee has no updates to provide.

Ansell, chair of the Public Engagement Policy Committee, reports that the committee has no updates to provide.

NEW BUSINESS

Basu asks about the current policy regarding issuing public statements. Ishiyama notes that the policy has been discussed at length at recent meetings. Smith provides an overview of the policy toward issuing statements, drawing attention to the different review processes for routine statements and statements of policy. Super notes that it is important to have further discussion on this matter.

Ishiyama adjourns the meeting. ■