

ASC EXECUTIVE BOARD MEETING MINUTES

Wednesday, May 6, 2020
Zoom Meeting

Lynn Addington, Elsa Chen, Meda Chesney-Lind, Laura Dugan, Lori Hughes, Aaron Kupchick, Vera Lopez, Cynthia Lum, Jean McGloin, OJ Mitchell, Dan Nagin, Sally Simpson, Chris Eskridge (reporter)

The Zoom meeting was called to order by ASC President Sally Simpson at 4:00 pm Eastern time on Wednesday, May 4, 2020.

- 1.. The Board reviewed plans for placing dissertation talks on-line this Fall, and incorporating abstract reviews for the 2021 Annual Meeting.
2. The Board reviewed suggestions from the Ad Hoc Committee on Meeting Quality regarding diversity, equity and inclusion issues.
3. A diversity, equity and inclusion check-list will be developed. This list will be used and completed by the President-Elect and program chairs each year as they put together their program committee, their program, and their plenary panels. The Diversity and Inclusion Committee will take the lead in developing the check list. They will be asked to connect with a number of individuals with expertise in this field to develop the document. The Committee will be asked to present a draft of the check-list to the Board by October 1.
4. The Board voted to post an amended version of the ASA statement on diversity and inclusion on the Society website. Sally will circulate the proposed statement to the Board for their comments and formal approval.
5. The Board approved a plan for the Immediate Past-President, after a debrief with the President-elect and current President (using the checklist and other relevant material), to make a formal presentation to the Board at the mid-year meeting regarding the dynamics of the previous year's Annual Meeting.
6. The Board approved, in principle and contingent on forthcoming language and description, the creation of a new Award to be given yearly to an ASC member who has made significant contributions to diversity, equity, and inclusion within ASC.
7. The Board asked that the office to investigate the possibility of cooperating with other organizations to jointly hire a diversity and inclusion specialist.

8. The Board voted to adopt the following revision to the Cavan Award eligibility narrative:

Eligible scholars who are 'young' in their careers include all who have received their terminal graduate degree no more than five years before the year of the award (for this year the degree must have been awarded no earlier than May of 2016). Eligibility extensions for major career interruptions include but are not limited to giving birth (one year per child, up to two years total), adoption, illness as well as having care responsibilities, which cause a hiatus or significant impediment to scholarly activities. Nomination letters should concisely explain the circumstances justifying the extensions.

9. The Board voted to accept the award naming proposal which will now be incorporated within the policy manual.

10. The Board would like a more detailed statement regarding the Oral History Project's selection criteria, and asks that this statement be submitted by October 1.

The meeting adjourned at 5:30 pm Eastern on Wednesday, May 4, 2020.

Agenda: ASC Executive Board Meeting May 6, 2020

- 1. ASC Doctoral Dissertation, 5 minute video**
- 2. Meeting Quality Recommendation Overview: 2021 Detailed Abstract Submissions**
- 3. Meeting Quality: Diversity, Equity, and Inclusion Recommendations**

A. Requiring President-elect to submit a Diversity, Equity, and Inclusion Plan for the annual program.

1. To be done when program chair/co-chairs are submitted and committees for approval by the board (April meeting).
2. Diversity plan approved in a separate vote by the Board and included in Board minutes.
3. President and Program committee chair(s) submit a plan stating how the diversity, equity, and inclusion plan will be implemented and stating a description of the extent of diversity in the program, including plenary panels.
4. The program will be subject to review and comment by the Diversity and Inclusion Committee PRIOR to submission to the ASC office.
 - i. –President and Program Committee [not Chair(s)] must respond to questions or concerns raised by the D and I Committee.

B. After the annual meeting, each year the Past President, President, and President-elect will meet to review and write a Report to the Board on all aspects of the annual meeting, including:

1. Levels of diversity, equity, and inclusions
2. Quality of meetings (including no shows, and climate
3. The Annual meeting report will then be reviewed and acted upon by the current President and Board.

C. Require that ASC hire an ASC Diversity, Equity and Inclusion Officer as a paid member of the ASC staff.

D. Adopt a statement on Diversity, Equity and Inclusion.

E. Incentivize improvements in diversity and inclusion carried out by the membership (e.g., annual awards to divisions and individual members).

F. Related issues:

1. What does ASC mean by diversity and inclusion? Currently the Diversity and Inclusion committee focuses on historically under-represented groups.
- 2, Should this expand to include groups such as gender, ability, SES, religion, sexual orientation, and gender identity?
3. Should diversity include region of country, country of origin, academic program, and academic status?

4. Stray division reports; Memo Updates (Cavan, Naming Awards).