

## **SHAFR Council Meeting Minutes**

### **January 5, 2022 via Zoom**

Present: Laura Belmonte (chair), Shaun Armstead, Emily Conroy-Krutz, Ann Heiss, Kristin Hoganson, Daniel Immerwahr, Kyle Longley, Sarah Miller-Davenport, Andrew Preston, Lauren Turek, Vanessa Walker, Karine Walther, Molly Wood, Kelsey Zavelo, and Amy Sayward (ex officio).

Attending: Faith Bagley, Petra Goedde, Anne Foster, and Trish Thomas.

#### **Introductory matters**

The meeting started at 9:32am ET.

Laura Belmonte initiated introductions of everyone present.

Amy Sayward reviewed motions that were passed since the last meeting:

- Approval of June 2021 minutes
- Approval of having the “Joint Statement on Legislative Efforts to Restrict Education about Racism and American History” sent to membership for a vote (13-1), which was approved
- Appointment of Brian Etheridge as Electronic Communications Editor (14-0)
- Appointment of Roham Alvandi to *Passport* Editorial Board (13-0-1)

Belmonte passed a motion of thanks to those rotating off of Council, committee, and task force assignments:

- Sarah Snyder, chair of the Nominating Committee
- Kristin Hoganson, chair of the Ways & Means Committee
- Max Paul Friedman, member of the *Diplomatic History* Board of Editors
- Erez Manela, member of the *Diplomatic History* Board of Editors
- Joy Schulz, member of the *Diplomatic History* Board of Editors
- Kelly McFarland, member of the *Passport* Editorial Advisory Board
- Douglas Selvage, member of the Committee on Historical Documentation
- Ronald Williams, chair of the Committee on Minority Historians
- Augusta Dell’Omo, member of the Public Engagement Committee
- Kaeten Mistry, member of the Public Engagement Committee
- Luke Nicther, member of the Public Engagement Committee
- Maurice Jr. M. Labelle, member of the Committee on Women in SHAFR
- Meredith Oyen, member of the Committee on Women in SHAFR
- Nicole Phelps, member of the Committee on Women in SHAFR
- Mary Ann Heiss, chair of the Conference Committee
- Elisabeth Leake, member of the Conference Committee
- Ilaria Scaglia, member of the Membership Committee
- Shaul Mitelpunkt, co-chair of the Teaching Committee
- Aaron O’Connell, co-chair of the Teaching Committee
- Brooke Blower, chair of the Stuart L. Bernath Lecture Prize Committee
- Sam Lebovic, chair of the Graduate Student Grants & Fellowships Committee
- Roham Alvandi, chair of the Michael J. Hogan Foreign Language Fellowship Committee

- Heather Dichter, interim member of the Michael J. Hogan Foreign Language Fellowship Committee
- Joseph Eaton, chair of the William Appleman Williams Junior Faculty Research Grants Committee
- Melani McAlister, chair of the Development Committee

### **Financial matters**

Sayward reviewed the end-of-fiscal-year financial reports. The fiscal year runs from November 1 to October 31. SHAFR had a healthy surplus at the end of this year, one that may or may not persist, due to a payment over and above scheduled royalties from Oxford University Press and lower expenses for the on-line conference. As a result, no money was withdrawn from the endowment this past fiscal year.

Andrew Preston reviewed recommendations from the Ways and Means Committee. Future expenditures on the long-term projections report were projected based on a 2% inflation rate, which may not be accurate. The committee also recommended to raise the cost of a life membership to \$1500, which is higher than the \$1400 rate suggested by the Membership Committee, a “round” number, and equal to 25 years at the current regular rate of \$60. The motion from the Ways & Means Committee was approved unanimously.

Council reviewed the Development Committee’s report. Sayward responded that she was trying to figure out how to streamline the donation process as part of renewal, which is currently a two-step process. Donations will also be solicited during the conference registration process. Kristin Hoganson recommended that SHAFR continue to reach out to life members for donations, especially since they do not receive the same renewal communications.

### **Conference matters**

Emily Conroy-Krutz and Daniel Immerwahr presented their report as Program Committee co-chairs. The 2022 SHAFR Conference will have both virtual and in-person components, and following the conference, Council will likely need to have a larger discussion about the role of virtual components in future meetings, which seem important to the membership. Both components are separated out in terms of both time and format, with the goal of encouraging more engagement and less attrition. Sayward added that having the virtual platform, Pheedloop, in place allows for a lot of flexibility in case the in-person conference needs to be canceled due to pandemic or hurricane. That flexibility is also increased by having a campus conference rather than a hotel conference, which includes far easier cancelation terms.

Sayward reviewed the proposal for registration rates that she had drafted, which was based primarily on the income figure in the budget. The in-person rate includes registration for the virtual component and was the higher rate. However, the Ways & Means Committee suggested a significantly higher rate for the virtual component, which would reflect the value of the virtual conference, would better reflect the degree to which Council is subsidizing this portion of the conference, and would reduce the possibility that virtual components could erode hotel-room-nights in the future. Additionally, a higher rate would bring SHAFR closer to the rates of similarly situated organizations. As a result, the Ways & Means Committee had suggested that the early-bird virtual conference rate could start at \$30 or perhaps even a higher rate and still be accessible to members. Council discussion emphasized that there needed to be a discounted rate for lower-income categories either way. Additionally, some argued that the virtual conference potentially has less to offer to graduate students, as there are some things they are

just not getting in this format. Having a low or free registration rate allows others an easy way to see what SHAFR is like. Immerwahr clarified that there will be significant parts of the program delivered in the virtual format, including plenaries, state-of-the-field roundtables, and lightning rounds for presenting in-process research.

Kyle Longley made a motion for a \$50 regular virtual rate with \$10 rate for grad students. Belmonte suggested adding first time attendees and contingent faculty to the \$10 rate and Longley agreed. Molly Wood seconded the motion, which passed 11-3-0. Karine Walther then made a motion to add a \$30 early-bird virtual registration fee, Conroy Krutz seconded, and the motion passed unanimously.

Sayward discussed the hotel bloc for the 2022 Conference in New Orleans. We will have half of the typical room block, using the same hotel that we had previously booked for the 2020 conference (where we still have a \$14,000 deposit on account). SHAFR will also have a space in a hotel with continental breakfast as people to wait for the shuttle busses to the Tulane campus. We will also have dormitory rooms available on the Tulane campus. She and Belmonte will be visiting the campus during the AHA meeting, accompanied by Lindsey Harris, our on-site conference assistant.

Sayward discussed the current Conference Coordinator search. Amanda Bundy has stepped down due to other professional responsibilities, but have established a search committee and have distributed the post. The deadline for applications is the end of January with the hope of having the person start March 1. Bundy will work through that date, and Paige Mitchell will continue to manage the online portion of the conference.

Hoganson raised the question about where we were in the process of transitioning the Toronto conference to a campus model, and Sayward stated that this is still an on-going discussion without firm plans at this point.

### **Membership matters**

Walther highlighted the CCRT (Code of Conduct Reporting Team) report, thanking the Ways & Means Committee for its positive recommendation on providing the graduate student members of the team with a per diem and reimbursement of travel expenses. She suggested that the CCRT have staggered terms like the other committees for continuity sake. There was some discussion about when those terms should end, with January emerging as the preference so that established members will be available for SHAFR's AHA events, new members can be trained before the June conference, and the team will have sufficient time to write its report and wind up its business after the June meeting. Walther asked about updates for the Sanctions and Appeals Committee; there being none, Sayward said that she would follow up on those before the next meeting.

The motion from the Ways & Means Committee to provide CCRT graduate students with financial support to attend the conference was approved unanimously (14-0-0).

### **Publication matters**

Anne Foster and Petra Goedde, editors of *Diplomatic History*, joined the meeting to discuss their report. The pandemic has not so far slowed things down. Submissions are good for now, but they will keep an eye on the long term. There has been an increase in the number of submissions from men and senior scholars, but they were concerned to see a decline in

submissions from junior scholars. They elaborated on their work on their concept series, which will have a mix of junior and senior scholars. They also expressed some concern that the typesetting done in India experienced initial disruption from COVID, but this situation has evolved and deepened, with new errors being introduced throughout the type-setting process. Not necessarily an OUP or DH issue, but with the production company.

Trish Thomas, Oxford University Press editor emeritus, joined meeting, reviewing the report provided to SHAFR. In relation to the production company issues mentioned by the editors, she stated that other journals are having similar difficulties, that Oxford should do better, and that this is not something that should happen. Thomas highlighted that usage of *Diplomatic History* was higher than last year, with an average of 6,900 reads per month. She contrasted the list of “Top 10 articles” with the impact factor to highlight that the factor does not account well for the long shelf-life of historical journals. JSTOR is another route for DH content, but it has a five-year moving pay-wall; EBSCO has a one-year moving pay-wall. Thomas highlighted the good promotion of special virtual issue. She concluded by stating that Brian Giblin will be the new short-term contact for editorial issues related to DH until a permanent appointment can be made.

Sayward asked a question about missing issues of *Diplomatic History* and securing back issues for those who have not received those issues. Thomas suggested the best route for resolving such issues. In further discussion around production challenges, it was suggested that OUP should perhaps consider qualitative measures such as this—in addition to the quantitative measure of meeting deadlines, since these errors have resulted in more time-consuming review of type-set materials by both authors and the editorial staff. The discussion ended with a quick review of the UKRI open-access update provided by Thomas and with Longley stating that his task force is keeping an eye on these issues. After this, Thomas, Foster, and Goedde left the meeting.

Council then reviewed the report from Alan McPherson, editor of *The SHAFR Guide*. The updated version of the Guide will be completed before the June conference, and with that, SHAFR has met all of its contractual obligations to Brill. Sayward stated that Council members will need to think about whether they want to continue with Brill and whether there will be a fourth edition of the Guide.

Sayward stated that she is urging the Web Committee to put together a call for proposals for the new website platform, which needs to be in place by November. The committee chair has promised a report shortly after the meeting, which would be distributed via email.

### **Membership matters (continued)**

Council returned to the membership matters listed on the agenda. In June, Council had talked about revising the Williams award, recognizing that members within six years of the Ph.D. may not be faculty. As a result, Council had suggested broadening the language, and the William Appleman Williams Junior Faculty Research Award Committee had suggested the language be simplified to “members” within six years of the Ph.D. It was also suggested that title be shifted to “Emerging Scholars” rather than “Junior Faculty.” The motion from the Williams Award Committee was approved unanimously (14-0-0).

Council then turned to the report of the Task Force on Internationalisation. Council discussion highlighted that there may be some need to create accommodation for members from countries experiencing extreme financial hardship. In terms of the suggestion of surveying all

"international" members of SHAFR, Preston suggested that it be based on non-U.S. scholars, as other criteria is not readily available in the information that SHAFR collects.

The Task Force on Internationalisation motion that the Program Committee should include at least one international scholar was approved unanimously (14-0-0). The recommendation from the task force that all future SHAFR conferences should include virtual components raised a number of questions. It was suggested that Council might want to have the task force draft a more specific proposal, but there was also the indication that some vagueness might better allow flexibility for the future. Finally, since this decision has financial implications, it was decided that Council was not ready to vote on this motion.

The committee formerly known as the Committee on Minority Historians requested a change of name to the Committee on Access, Representation, and Equity, using the acronym CARE. Council voted unanimously in favor of this motion from the committee (14-0-0). There was a short discussion about the possibility of having some type of "town hall" that would be hosted by CARE, the Committee on Women in SHAFR, the CCRT, and the Task Force on the Jobs Crisis.

Shaun Armstead provided an oral report from Graduate Student Committee that focused on its on-going efforts related to the mentorship program.

### **Personnel matters**

Council discussed the recommendations from the new Electronic Communications Editor, Brian Etheridge, for his editorial board appointments. Sayward stated that the first two recommendations were meant to focus on two SHAFR members who have played a sustained role in promoting SHAFR's public engagement efforts, Kimber Quinney and Kelly McFarland. These appointments are not meant to establish a two-person board but to establish a foundation for future growth, especially with the Web Committee's membership all expiring with the completion of the website transition later this year. Council voted unanimously in favor of these two recommendations for appointments to the Electronic Communications Editorial Board (14-0-0).

Council then discussed a pay increase for SHAFR's IT Director, George Fujii. The Ways & Means Committee moved for a \$1,000 addition to his base pay as a recognition of increasing inflation as well as the excellent job that Fujii does in serving the SHAFR community. This motion was approved unanimously (13-0-0).

Council then discussed the renewal of the *Passport* editor's term, which was requested by Andrew Johns, who was selected on the basis of a national search just over four years ago. Sayward noted that this would follow the pattern established for the editors of *Diplomatic History* and for the executive director. Preston made a motion to reappoint Johns for an additional five-year term, but in subsequent discussion it was suggested that in these other two cases that there was a formal review process that preceded the renewal and that this was practice that should also be followed. Molly Wood asked what would be involved in such an evaluation, and Preston suggested modeling it on the immediately past process for recommending renewal of the executive director—the current president would chair a performance review committee along with the other past presidents serving on Council, and Johns would be asked to draft a 1-2 page self-evaluation and would meet with the committee. Then, the committee would make a recommendation to Council on renewing the contract. Council requested a draft of this procedure be circulated to Council and that Council members could also forward their input to the committee. The motion to renew was therefore tabled for further clarification of the process.

There followed a general discussion about the practice of having a review in the fourth year, a renewal without an open search, and then retirement at the end of the second term. Some suggested that an additional term might be preferable for the editorial positions, but likely not for the executive director position.

There being no new business, the meeting adjourned at 12:48pm ET.