

Entomological Society of America

Governing Board Meeting

Minutes

July 10 - 11, 2013

Austin, TX

PARTICIPANTS

Robert Wiedenmann, President

Frank Zalom, Vice President

Phil Mulder, Vice President-Elect

Grayson Brown, Past-President

Ricardo Bessin, Treasurer

Douglas Pfeiffer, Eastern Branch Representative

Carol Anelli, Physiology, Biochemistry and Toxicology Section Representative

Stormy Sparks, Plant-Insect Ecosystems Section Representative

Michelle Smith, Medical, Urban and Veterinary Entomology Section Representative

Michael Parrella, Pacific Branch Representative

Nancy Hinkle, Southeastern Branch Representative

David Ragsdale, Southwestern Branch Representative

John Oswald, Systematics, Evolution and Biodiversity Section Representative

Livy Williams, International Branch

Travis Prochaska, Student Representative

ABSENT:

John Obrycki, North Central Branch Representative

Staff:

C. David Gammel, Executive Director

Neil Willoughby, Director of Finance

Debi Sutton, Director of Membership and Marketing

Rosina Romano, Director of Meetings

Alan Kahan, Director of Publications and Communication

Chris Stelzig, Director of Certification and Data Management

Guests:

Walter Leal, ICE Organizing Co-Chair

Alvin Simmons, ICE Organizing Co-Chair

Bob Peterson, Chair Presidential Science Committee (via conference call)

1. **Call to Order** -- The meeting was called to order at 8:50 a.m. by President Rob Wiedenmann, who welcomed participants. The agenda was reviewed and left unchanged. President Wiedenmann welcomed Michelle Smith to the Governing Board as she fulfills the remainder of Tim Lysyk's term as MUVE representative.

2. **President's Report**

- a. **Annual Meeting** Wiedenmann reported that the final number of presentations submitted to the annual meeting was 2,774, a significant increase over previous years. Paper and poster submissions also exceeded expectations. The poster receptions will be a new experiment this year, hopefully making the posters a social destination for attendees at the annual meeting. Sponsorships are also showing an increase over last year and will likely exceed the goals thanks to all of staff member Cindy Myers' hard work. Wiedenmann noted that the growth of the meeting does present a challenge and must be managed so that it ultimately enhances the overall meeting experience.
- b. **Branch Meetings** Similarly, Branch meeting attendance is holding steady and doing well. The International Branch co-located their 2013 meeting with IOBC in Pucon, Chile and their Branch leadership discussed potential development of activities and meetings to engage their members given the challenge of being spread over a large geographical area and remaining cohesive group.
- c. **Each One Reach One Campaign** So far, 116 new members have been recruited thanks to the efforts of the Each One Reach One campaign. The contest closes on November 1st.
- d. **General Outreach** Wiedenmann sent congratulatory letters to recent entomology graduates and encouraged them to remain involved as members in ESA. President Wiedenmann visited the University of Texas at El Paso, which has excellent programs for developing minority students, to encourage their involvement in Entomology 2013. He also attended an NSTA meeting as part of a continuing effort to develop a relationship between NSTA and ESA. Regarding ICE 2016, President Wiedenmann met with the Society of Freshwater Science to encourage them to co-locate their meeting. At a minimum, they can be expected to host a symposium and will also consider co-locating with ESA Branch meetings in future. The Entomological Society of Canada will have their 150th meeting in October which he will attend. ESA is also preparing to send a delegation to the Brazilian Congress in 2014, hosting a Brazilian exchange student at Entomology 2013, and sending a delegation to join the ESA International Branch meeting at the 2014 European Congress of Entomology.
- e. **Ethics Committee** The Ethics Committee is hard at work developing procedures. The May newsletter on ethics generated several dozen responses, showing a continued interest by the membership on the issue.
- f. **Summer Meeting** The summer meeting diversity program, grand challenges discussion, and the participation from the Student Transition and Young Professionals (STEP) Committee were all very successful.

3. **Executive Director's Report** – Executive Director David Gammel reported on activity over the first half of 2013. Topics covered include the Society's participation in August Home District Visits for members with their Congressional or state elected leaders; ongoing preparations for the 2016 International Congress of Entomology; recently completed move to new headquarters office space in Annapolis, MD; and the launch of new communication tools such as a science policy newsletter and entomology news website.

4. **April Minutes** – The April 2013 minutes of the Governing Board were unanimously approved with one correction.
5. **Consent Agenda** – The consent agenda was reviewed and the following reports were pulled for discussion: P-IE; SysEB; Education and Outreach Committee; Student Competition Co-chairs Proposal; Presidential Awards Review Committee; Common Names Committee. The remaining reports were unanimously accepted.
6. **Ratify Governing Board Actions** – Wiedenmann reviewed major actions of the Executive Committee since the last Governing Board meeting, where were: approving revised cost of new office improvement and hiring a journal consultant. The Governing Board ratified the decisions of the Executive Committee.

Motion: Ratify the actions of the Executive Committee.

Motion carries: **Yes- 14; No - 1; Abstain- 0; Absent-1**

7. **ICE Organizing Committee Co-Chairs Presentation** – Co-Chairs Alvin Simmons and Walter Leal provided a report on progress for planning the 2016 International Congress of Entomology. The Organizing Committee will be comprised of 65% ESA members and 35% non-members from around the world. Around 40-45% of the committee members are women. The call for nominations of plenary speakers will be opening soon. The timeline in the report details how the planning will progress. The report was unanimously accepted.
8. **Membership Issues** – Two membership topics were discussed.
 - a. **International Membership Pilot Program**
 - i. Director of Membership and Marketing Debi Sutton discussed the international pilot programs currently on going. Two countries are participating in student membership pilots (Korea and Japan). We have asked the International Branch to help us to identify a developing country for participation in a membership pilot program.
 - b. **Membership Data Analysis**
 - i. Wiedenmann presented finding from a statistical analysis of ESA’s membership retention. It was based on analysis of the full membership lifecycle. The conversion of young professionals to full members is a critical transition point at which we are losing a substantial number of members. Increasing renewals even by a small percentage would have a large impact on long-term membership growth. To this end, offering automatic renewals by credit card could dramatically improve membership numbers and retention. General discussion about data model and results. There were question about 2016 ICE attendees becoming ESA members. Staff reported that they are working on how to do that as part of ICE registration.
9. **10 Minute Break**

10. **Presidential Science Policy Committee Report** – Committee Chair Bob Peterson, via conference call, reviewed the work of the Committee and their major recommendations and motions. The Committee recommends creating a policy agenda and using a Science and Public Policy Capability Committee to help monitor and revise the agenda in future. ESA staff and leadership would handle operational actions. The agenda would be broadly defined to allow the President and Executive Director to identify specific actions that support them based on the current interests and activities of ESA. General discussion ensued. Three motions were then made and passed as provided in the report.

Motion: To approve the Policy Agenda proposed by the Presidential Science Policy Committee.

Motion carries: **Yes- 14; No - 1; Abstain- 0; Absent-1**

Motion: To approve creation of the Science and Public Policy Capability Committee.

Motion carries: **Yes- 14; No - 1; Abstain- 0; Absent-1**

Motion: To accept the report of the Presidential Science Policy Committee.

Motion carries: **Yes- 14; No - 1; Abstain- 0; Absent-1**

11. **Entomology Today Website** – Gammel gave a preview of the EntomologyToday.org website that has been developed to cover the news of entomology. The project was done with a shoestring budget and staff will initially write all of the content. Members and others will be invited to contribute to the site in the near future. The site will launch this summer.
12. **Executive Session** – The Governing Board entered executive session to discuss issues related to staffing.
13. **Lunch Break**
14. **Financial**
- a. **Audit Committee Report** – Vice President Elect Phil Mulder reported on behalf of the Audit Committee that the auditors delivered an unmodified or ‘clean’ opinion on ESA’s financial procedures and reporting for 2012. The report was unanimously accepted as amended for a minor correction.
 - b. **Finance Committee Report** – Treasurer Ric Bessin reported on current finances as of May 31, 2013. Expenses and revenue are performing largely in line with the

approved budget. ESA is establishing a line of credit for short-term loans to avoid taking money from investments. General discussion ensued. The report was unanimously accepted.

- c. **Investment Report** – Director of Finance Neil Willoughby reported a positive gain of \$326,204 in the Society’s invested reserves as of May 31, 2013 to bring the total holdings to \$5,045,943. The investment report was unanimously accepted.
- d. **Target Reserves Level** – Bessin renewed a prior discussion about the establishment of a minimum level of invested reserves compared to the annual overall budget. A formal proposal will be introduced during the September meeting by Gammel.
- e. **2014 Subscription Prices** – Director of Publications and Communications Alan Kahan reviewed a proposed increase in journal subscription fees for 2014 of approximately 3% for all titles. General discussion ensued. The proposed 2014 fees were unanimously approved.
- f. **2014 Dues Prices** – Gammel reviewed a proposed dues increase for 2014 of 2.6%. The ongoing strategy is to gradually raise dues over time through small increases rather than having to implement very large increases less frequently. The proposed dues for 2014 were unanimously approved.
- g. **Branch and Section Financial Management** – Gammel reviewed a proposal to establish a fund for Branches and Sections to invest award endowments and reserves. This fund would improve the return on investment and be more ideal than self-managed monies for these components of the Society.

Motion: To develop a Branch and Section investment vehicle for award endowments and reserves.

Motion carries: **Yes- 15; No - 0; Abstain- 0; Absent-1**

- h. **Alternate Budget Presentation Format** –Gammel reviewed a proposed new format for the annual budget presentation. The Governing Board discussed the level of detail necessary when reviewing finances at meetings. A motion to provide department-level budget summary for review with the budget detail available in the appendix was passed unanimously.
15. **Strategic Review of Journal Program** –Gammel reviewed current progress with consultant Joe Esposito, who is conducting a strategic review of the Society’s publishing program. The Governing Board discussed the importance of consulting the sections about this project before the final vote. Esposito will provide an initial report during the September conference call of the Governing Board and a final report at the November meeting.
16. **Standing Committees in Bylaws** – Gammel discussed the current structure of standing committees defined in the bylaws and possible options to give the Governing Board more flexibility in the appointment of committees. The Governing Board discussed modifying the bylaws to allow the Governing Board to create and remove standing committees more easily. The consensus of the discussion was to not pursue this issue further at this time.

17. **Student Young Professionals Report** – Travis Prochaska provided the committee report and discussed the results of a survey to their members, the committee’s participation in ESA’s summer strategy day, a webinar speaker, and a proposal to establish the committee as a standing committee with a regular budget allocation. The report was accepted unanimously.
18. **Student Young Professionals Motion to Become a Standing Committee** –Prochaska reviewed a proposal to make the current presidential committee a standing committee of ESA with a \$10,000 annual budget. This proposal would require a change in the ESA bylaws. The Governing Board discussed the general purpose of and need for the proposed standing committee. A friendly amendment was made to change the name from Student young Professionals to Student Transition and Early Professionals (STEP) Committee. A friendly amendment was then made to make the STEP Committee a special Governing Board for the next four years, ending at the conclusion of the annual meeting in 2017. The amended motion unanimously passed.
19. **10 Minute Break**
20. **Proposal for Military Fellows Category** –Wiedenmann reviewed a proposed motion from former President Marlin Rice to add a new military category to the Fellows program. The proposal was discussed extensively. The motion carries. The Governing Board continues the discussion and considers implementation and finalizing judging criteria.
- Motion:** Move that the Entomological Society of America expand the eligibility of Fellow to recognize outstanding contributions in the area of military entomology.

Motion carries: **Yes- 7; No - 6; Abstain- 2; Absent-1**
21. **Fellows (Executive Session)** – The Governing Board entered executive session to discuss selection of Fellows for 2013.
22. **Adjourn** – The meeting is adjourned for the day at 5:35pm.
23. **Reconvene** – The meeting is reconvened at 8:05am on Friday, July 11th, 2013.
24. **Fellows (Executive Session)** – The Governing Board entered executive session to finalize the selection of Fellows.
25. **Fellows Selection** – A motion to approve the following Fellows for 2013 passed unanimously: Bryony Bonning, Rene Feyereisen, Michael Gray, Consuela de Moraes, Jocelyn Millar, Ralf Nauen, Christian Oseto, Randall Schuh, Jeffrey Scott, and Charles Vincent.
26. **2019 Annual Meeting Site Selection** – Director of Meetings Rosina Romano presented two options for the location of ESA’s 2019 Annual Meeting after reviewing all cities that were considered. The final candidate cities were St. Louis, Missouri, and Baltimore,

Maryland. After general discussion of the merits of both locations and a informal poll of preferred city, the final decision was made to approve St. Louis for the 2019 annual meeting site.

Motion: To approve St. Louis, Missouri, as the location of the 2019 ESA Annual Meeting.

Motion carries: **Yes- 8; No - 6; Abstain- 1; Absent-1**

27. **Managing Annual Meeting Growth and Success** –Wiedenmann led a discussion with the Governing Board on managing the continued success and growth of the Annual Meeting, with the intent to maintain the quality of the meeting as attendance grows. Many ideas were discussed and Vice President Zalom indicated he would bring the discussion forward to the 2014 Planning Committee.
28. **5 Minute Break**
29. **Emeritus Request** – 1 request for emeritus membership was unanimously approved.
30. **Pulled Consent Agenda Items** – Wiedenmann led the Governing Board through discussion of the items pulled from the Consent Agenda.
 - a. **P-IE Report** – Based on feedback provided in the P-IE report, the Governing Board discussed the need for election deadlines to be consistent, accurate lists of terms for positions filled by sections, and methods by which sections can ask for funds. The issues surrounding election deadlines will be addressed and made consistent by ESA staff. A motion to accept report passed unanimously.
 - b. **SysEB Report** – After brief discussion the report was unanimously accepted.
 - c. **Common Names Committee** – Vice President Elect Phil Mulder raised the issue of how ESA can work with other organizations to use ESA’s approved common names. The original initiative set out to create a database of common names for ESA publications. Communication with other societies and publishers regarding the ESA list is suggested. Motion that Phil Mulder write a letter on behalf of the Governing Board to notify AAAS editors of consulting with common names database passes unanimously. Two proposed common names were also unanimously approved. They were:

lilac root weevil	Otiorhynchus meridionalis Gyllenhall	Coleoptera	Curculionidae
Marigold fruit fly	Trupanea vicina (Wulp)	Diptera	Tephritidae
 - d. **Student Competition Co-Chairs Proposal** – The Governing Board discussed a proposed addition of a third place cash award for the student competition, suggested by the Student Competition Co-Chairs. A motion was made to offer up to 3 awards for the student competition. An amendment was proposed which failed to carry. After additional discussion the original motion failed to carry.

- e. **Presidential Awards Review Committee Report** – Motion to approve report made and seconded. Motion passes unanimously without further discussion.
 - f. **Education and Outreach Committee Report** – The Committee provided a recommended position statement on advocating outreach as a formal evaluation component for all entomology-related academic positions. John Obrycki will continue to work with the Committee on revising the statement. A motion was made to accept the report without endorsing the recommended position statement provided by the committee, which carried unanimously.
31. **Timeliness of Journal Reviews** – Doug Pfeiffer raised an issue sent to him from an Eastern Branch member who provided his feedback on his experience with a lack of timeliness in reviews of articles submitted to ESA journals. The member requested that the Governing Board take action to address the issue. This feedback was also shared with the journal consultant who is currently in the process of conducting a strategic review of ESA journals. The Governing Board suggests that this feedback is forwarded to the Economic Entomology Editorial Board and the Publications Council. Additionally, they suggest that ESA staff take action to remind reviewers to complete their assigned reviews.
32. **Declaration of Research Assessment** –Kahan provided an update on the coalition working to establish criteria beyond only impact factor when evaluating research performance. The Publications Council will discuss the issue this year and provide feedback to the Governing Board.
33. **Adjourn** – There being no further business, the meeting was adjourned at 11:00am.

Respectfully submitted,



C. David Gammel, CAE
Executive Director