

American Society of Zoologists
Executive Committee Meeting
December 26, 1992
Vancouver, British Columbia, Canada

MINUTES

I. Call to Order

President David B. Wake called the meeting to order at 7:10 p.m. In attendance were:

Burton J. Bogitsh, Program Officer
Cynthia Dajka, ASZ Convention Supervisor
Charles E. Dinsmore, Chair, History & Philosophy of Biology Division
David Duvall, present for Zuleyma Tang-Martinez, Chair, Animal Behavior Division
W. Ross Ellington, Member-At-Large
David Epel, Chair, Developmental & Cell Biology Division
Bridget Farley, ASZ Member Services Coordinator
Milton Fingerman, Managing Editor
Mimi A.R. Koehl, Member-At-Large
Michael Hadfield, Chair, Invertebrate Zoology Division
Laura Jungen, ASZ Executive Director
George V. Lauder, Jr., Chair, Vertebrate Morphology Division
Paul Licht, Chair, Comparative Endocrinology Division
James MacMahon, Chair, Ecology Division
Donal Manahan, Chair, Graduate Student Travel/Housing Committee
Linda H. Mantel, Chair, Comparative Physiology & Biochemistry Division
Peter R. Marler, President-Elect
Kathleen Matt, Chair, Committee to Ensure Equal Opportunity
Frank L. Moore, 1993-96 Program Officer
Mary Ann Ottinger, Secretary
Mary J. Packard, Treasurer
Lynn Riddiford, Past President
Sharon M. Russell, Member-At-Large
David B. Wake, President
Marvalee H. Wake, Chairman, Systematic Zoology Division
Dennis Willows, Chairman, Committee on Biodiversity

President Wake briefed the committee on the current status of the Society, and recognized Treasurer Mary J. (Kathy) Packard for her outstanding efforts over the past year working to identify and address the financial challenges facing the Society.

Also recognized was William Dawson and members of the management review committee for their efforts in recommending new management for the Society.

II. Approval of Minutes

A Motion was made to approve as mailed the minutes of the December 27, 1991 Executive Committee Meeting, and December 29, 1991 Annual Business Meeting from Atlanta, GA. The Motion was passed unanimously.

III. Finance Report

Mary J. (Kathy) Packard presented the Treasurer's Report. Kathy Packard stated that a major factor that allowed ASZ to operate in a deficit mode was collecting annual dues six months in advance of the calendar year. Also, the ASZ was operating on a cash rather than accrual basis and money was spent as received without regard to the budget period for which it had been collected. Expenses associated with maintaining the California office contributed to the inability to match income and expenses. As best as could be determined, minimum office expenses in California were at least \$300,000 per year. It is estimated that expenses with the new Chicago management office will average between \$240,000 and \$250,000 per year.

Had the Executive Committee known the magnitude of the fiscal crisis facing the Society when the headquarters was moved to Chicago, it would have proceeded differently when billing 1993 dues. In effect, we needed to designate July 1-December 31, 1992 as a six month "fiscal year" to be supported by dues monies that in theory would have been used to support the Society during 1993. It was agreed that approach needed to be adopted retroactively. The short fiscal year began on July 1 with a deficit of \$318,861. Since the transition through December 1992, ASZ has collected \$180,000 in 1993 membership dues and \$17,000 in voluntary contributions. Also \$57,000 was recovered when the endowment was liquidated, totalling \$254,000. The income since the transition did not cover the deficit and basic expenses.

Following the Treasurer's report and in an effort to more effectively manage the business affairs of ASZ, the following ByLaw amendments were proposed:

1. ByLaws Article I, Dues, Section 1. Current wording: The annual dues shall be \$65 for members and \$30 for both student and student-in-training members. Proposed wording: **The annual dues and dues for special categories of membership shall be determined by the Executive Committee.**
2. ByLaws Article I, Dues, Section 2. Current wording: Members who pay dues of \$125 or more per year will be designated sponsors and have their names listed annually in the *American Zoologist*. The funds paid in excess of the

annual dues will be applied to the endowment. Proposed: **Eliminate the Section.**

3. Article I, Dues, Section 3. Current wording: Life membership is available to members who pay dues of \$1,000 either as a lump sum or as four installments of \$250 within four years. These funds will be applied to the endowment. Proposed: Life membership is available to members who pay dues in the amount determined for the particular membership year by the Executive Committee.
4. Article IX, Duties of Executive Committee, Section 1. Current wording: The executive committee shall serve as the governing board of the society and shall review and establish policies and procedures of the society in line with the provisions of the constitution and bylaws. In issues or on questions involving major changes in policy or procedure which are submitted to the membership of the Society for mail vote, a majority of votes cast shall suffice for passage. Proposed wording to insert after line one in the existing wording: The executive committee is responsible for the conduct of the affairs of the society during periods between annual meetings.
5. Article I, Dues, Section 4. Current wording: A person may become an inactive member for a specified period of time on written request to the Secretary at least one month before the end of the business year of the Society. During inactive membership, the individual shall forfeit all rights and privileges of membership and shall be exempted from payment of dues. At the end of the specified period of inactive membership, the individual shall automatically be restored to the active role. Proposed: **Eliminate.**
6. Article I, Dues, Section 5. Current wording: A person who, after being billed by the Treasurer, fails to pay dues by June 1, shall be considered delinquent in the payment of dues, and shall immediately thereafter be deprived of the rights and privileges of membership. A person who shall be two years in arrears of payment of dues shall be dropped from membership. Proposed: **Eliminate and incorporate as an operational and accounting procedure. Members must pay annual dues and will be given sufficient time for mail and return.**

The following six proposed changes would eliminate the wording which states the Officers will be reimbursed from Society funds for expenses incurred in attending meetings of the Society.

7. Article II, President, Section 1. Current Wording: The President shall preside at all general scientific sessions and at the business meetings and shall assume overall concern for the affairs of the Society. The President shall be reimbursed from funds of the Society for expenses incurred in attending meetings of the Society. **Delete last line.**

Article III, President-Elect, Section 1. Current Wording: The President-Elect shall preside at sessions designated by the President. The President-Elect shall be reimbursed from funds of the Society for expenses incurred in attending meetings of the Society. **Delete last line.**

Article IV, Past President, Section 2. Current Wording: The Past-President shall be reimbursed from funds of the Society for expenses incurred in attending meetings of the Society. **Delete.**

Article V, Secretary, Section 4. Current Wording: The Secretary shall be reimbursed from the funds of the Society for expenses incurred in attending meetings of the Society. **Delete.**

Article VI, Program Officer, Section 5. Current Wording: The Program Officer shall be reimbursed from the funds of the Society for expenses incurred in attending meetings of the Society. **Delete.**

Article VIII, Treasurer, Section 7. Current Wording: The Treasurer shall be reimbursed from the funds of the Society for expenses incurred in attending meetings of the Society. **Delete.**

8. Article IX, Duties of Executive Committee, Section 4. Current wording: The executive committee is empowered to appoint two persons as the executive staff of the society, each for successive periods, not to exceed three years, and to fix the annual salary of each. The duties and titles of these officers will be established by the executive committee. The duties assigned to the executive staff may include some duties identified as those of the Secretary, Program Officer and the Treasurer as defined in Articles V, VI and VIII of the ByLaws. Proposed wording: **The executive committee is empowered to establish a business relationship with individuals or organizations to perform the executive functions of the society within the framework of the budget approved by the executive committee.**

In addition to the proposed ByLaw amendments, there were two constitutional amendments discussed. They were:

9. Constitution Article II, Membership, Section 6. Eliminate Honorary Membership category; however, **grandfather existing honorary members.**
10. Constitution Article III, Section 4 Education Committee. Linda Mantel will report later in this meeting.

In an effort to be a more fully integrative society, as well as facilitate cost effectiveness, it was agreed that in the future headquarters mail all divisional newsletters along with the general newsletter in spring and fall.

The committee discussed subscription prices for the *American Zoologist* and the following Motion was made: It was **MOVED, SECONDED AND CARRIED** to increase new 1993 institutional subscription fees to \$400 effective immediately.

With regard to increasing membership fees in 1993 and 1994, it was felt that the matter must be deferred until the membership approves the ByLaw amendments. At that time, the amount of the increase can be determined by the Executive Committee.

It was **MOVED, SECONDED AND CARRIED** to approve the Finance Report as presented.

IV. Division & Committee Reports:

Editorial Board Report

Milt Fingerman presented his report and the names of Editorial Board replacements:

Approved Replacements:

- 1) Dianne Chepko-Sade, State University of New York, Syracuse
- 2) James B. McClintock, University of Alabama at Birmingham
- 3) Paula Mabee, San Diego State University
- 4) Frank Fish, West Chester University, West Chester, Penn.

Congressional Science Fellow Program

ASZ's support of the 1991-1992 AIBS Congressional Fellow will be completed a of January, 1993.

Biodiversity

It was **MOVED, SECONDED AND CARRIED** that the Biodiversity Committee interface and transfer activities to the chairs from the following divisions: Systematic

Zoology, Vertebrate Morphology, and Invertebrate Zoology.

Integrative & Comparative Biology Division

David Wake will follow up with Dr. Karel Liem regarding his suggestion to integrate reports from workshops over a number of disciplines. A committee was to have been named to do a public forum to integrate these reports.

Ad Hoc Education Committee

Following her report, Linda Mantel was directed to draft a constitutional amendment regarding obtaining support from the NSF Education Division.

Advisory Committee

A copy of Lynn Riddiford's report was distributed (see attached A). Her report was reviewed and recommendations approved unanimously.

Public Affairs Committee

The committee discussed whether the chair be should be elected or appointed and that if elected, would require a change in the ByLaws. The committee also discussed having a Board member act as liaison to the committee.

Honorary Membership Committee

It was agreed to eliminate future honorary memberships by proposing a constitutional amendment, however, allowing current members to retain their status. Paul Licht was directed to ask honorary members for donations to the Society.

V. Allied Society Memberships

After review and discussion of allied societies, it was **MOVED, SECONDED AND CARRIED** to participate in the following societies in 1993:

Council of Society Presidents
American Institute of Biological Sciences
National Association for Biomedical Research

With regard to membership renewals for IUBS and IUPS, the Committee deferred payment to the discretion of the Treasurer.

VI. Nominating Committee Report

Secretary Mary Ann Ottinger reported that newly elected Executive Committee members are:

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|-----------------|---|
| President Elect | Charlotte P. Mangum (term expires 1995) |
| Program Officer | Frank L. Moore (term expires 1996) |
| Member at Large | Jennifer L. Specker (term expires 1995) |

All Division Chairs are to be notified of election results and Frank Moore is to be advised of all newly elected divisional program chairs.

VII. Newsletters

As a member benefit and to be economical, all ten divisional newsletters will be combined into the semi-annual ASZ newsletter effective with the Spring, 1993 issue.

VIII. 1993 Committee Appointments

President-Elect Peter Marler advised that he is finalizing his 1993 committee appointments and will follow through with the headquarters office following the annual meeting.

IX. Old Business

After a brief discussion of the processes required to publish the abstract edition of the *American Zoologist*, it was agreed that no change in the abstract submittal date would be made. However, headquarters will review the format of the form to include in the copy a notice about receipt/confirmations as well as to review the format students use to enlist in competition for clarity.

X. Adjournment

Due to unfinished business and the proposed bylaw amendments, it was **MOVED, SECONDED AND CARRIED** to recess the meeting and reconvene on December 28 at 12:00 p.m.

Attachments: Treasurer's Report, Advisory Committee Report

American Society of Zoologists
Executive Committee Meeting
December 28, 1992
Vancouver, British Columbia, Canada

M I N U T E S

I. Call to Order

David Wake reconvened the meeting at 11:54 a.m.

II. Discussion of 1993 Revenues

David Wake announced that during the annual meeting held the prior evening, the membership approved the recommended ByLaw Amendments as stated in the Annual Business Meeting Minutes of December 27, 1992. It was MOVED, SECONDED AND CARRIED to implement the following fees in 1993:

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|------------------------------|-------|
| 1994 Dues (effective 1/1/94) | \$120 |
| Institutional Subscriptions | \$400 |
| Individual Subscriptions | \$200 |
| 1993 Full Member Assessment | \$200 |

A letter to the membership will accompany the assessment request reporting the outcome of the Annual Business meeting and the theories behind all increases.

III. New Business

With regard to changes in the structure of the Society, it was suggested that the following new divisions and symposia be considered:

- A. Division of Comparative Neurobiology
- B. Molecular Biology (should be integrated)
- C. More integrative, interdisciplinary symposia
- D. Broaden symposia to cut across divisions
- E. Attract J.B. Johnston Society into ASZ affairs

No action was taken on these suggestions. An additional suggestion was made to increase the mini reviews that are in the *American Zoologist*.

IV. Adjournment

There being no further business, the meeting was adjourned at 1:40 p.m.