

American Society of Zoologists

1994 Executive Committee Meeting

January 4, 1995

St. Louis, MO

In attendance were:

Louis Burnett, Chair, Comparative Physiology and Biochemistry
Jo Ann Cameron, Chair, Developmental and Cell Biology
James Carlton, Chair, Invertebrate Zoology
Susan Cook, Chair, Education Council
Peter deFur, Public Affairs Committee
Janet Drover, Convention Manager
Walton Dickhoff, Chair, Comparative Endocrinology
David Duvall, Chair, Animal Behavior
Milton Fingerman, Editor, *American Zoologist*
Carl Gans, Chair, Ad Hoc Committee on the Structure of the Society
Richard Grosberg, Chair, Ecology
Michael Hadfield, President-Elect
James Hanken, Chair, Vertebrate Morphology
Penny Hopkins, Member-At-Large
Laura Jungen, Executive Director
Hans Laufer, Chair, Public Affairs Committee
Kathy Lundgren, Administrative Coordinator
Frank Moore, Program Officer
John Morrill, Chair-Elect, Developmental and Cell Biology
Mary J. (Kathy) Packard, Treasurer
Lynne Parenti, Chair, Systematic Zoology
Susan Peters, Secretary
David Prior
Mary Beth Saffo, Treasurer-Elect
Larry Spencer, Chair, History and Philosophy of Biology
Kristin Schmidt, Marketing Coordinator
Ken Seivert, Administrative Assistant
David Towle, Chair, Nominating Committee
David Wake, Chair, Ad Hoc Committee on Publications

I. Call to Order, Introductions - President-Elect, Michael Hadfield

President Charlotte Mangum was unable to attend the meeting. Subsequently, President-Elect, Michael Hadfield chaired the meeting in her absence. The Meeting was called to order at 6:10 p.m.

II. Secretary's Report - Susan Peters

Secretary, Susan Peters made a MOTION to approve the minutes from the December 26, 1993 Executive Committee Meeting and the minutes from the Annual Business Meeting held on December 27, 1993 in Los Angeles, CA. Member-At-Large Penny Hopkins noted two revisions to the Executive Committee Meeting minutes (Attachment A), the MOTION was SECONDED by Penny Hopkins and CARRIED.

The results of the fall mail ballot vote to amend the ASZ Constitution were announced. Dr. Peters also announced the results of the General Officer elections and certain Divisional elections (See Attachment B). Division of Comparative Physiology and Biochemistry (DCPB) Chair Louis Burnett noted that the proposed Constitutional Amendments for this Division will be voted upon at the Divisional Business Meeting.

III. Treasurer's Report - Mary J. (Kathy) Packard

Kathy Packard began by reviewing the major points of the 1995 proposed budget as follows:

Dr. Packard announced that it was decided at the Budget Meeting last October that ASZ should not increase abstract fees for annual meetings because it will increase total meeting costs. The Society would like to subsidize the registration fees for participants in symposia. However, due to the level at which the annual meetings are subsidized by general revenues, the Budget Committee recommended to waiving 50% of the registration fees for participants at future ASZ meetings. ASZ may wish to revisit the idea of a complete waiver in the future.

The recent decision to increase the price that ASZ charges the membership for *General and Comparative Endocrinology (GCE)* subscriptions in order to offset price increases by the publisher was announced. GCE subscriptions are offered at a substantial discount as a membership benefit, but Dr. Packard noted that ASZ must decide upon a policy on price increases related to this Journal and determine if ASZ should budget to pass future increases along to the membership.

The fact that ASZ is engaging in more comprehensive marketing and public affairs activities was discussed. During the ASZ Budget Meeting, monies were earmarked for a continued marketing and media relations program such as the one ASZ has undertaken for the St. Louis Meeting. This type of activity is strategic to the future of the Society. Laura Jungen mentioned that it was

decided to segregate the new marketing budget from the Annual Meeting budget in order to reflect the scope of activities planned which are not just related to the Annual Meeting.

The ASZ has reinstated divisional budgets and it is necessary to track the types of expenditures that Divisions make. Dr. Packard informed the chairs that they must set aside divisional funds for Best Student Paper Awards and reviewed the guidelines for the use of these budgets. Division of Vertebrate Morphology Chair James Hanken requested that an additional use of these funds to support International Congresses. Member-At-Large Penny Hopkins inquired about divisional budgets that are requested to be carried over into the following year. Kathy Packard replied that this is the first time that ASZ is providing for Divisions to carry 1994 divisional budget expense into the 1995 year for anticipated expenditures not realized in 1994.

Several financial policies were outlined for approval by the Executive Committee. The first was a Symposia Contingency Fund Policy that will allocate funds to support symposia for annual meetings (See Attachment C). Dr. Packard mentioned that this year \$10,000 was allocated to support Joan Ferraris' and Steve Palumbi's symposium "Molecular Approaches to Zoology and Evolution."

Secondly, Kathy Packard outlined a Contingency Fund Policy that will cover any unforeseen or unbudgeted expenses (See Attachment D). Next, Dr. Packard outlined an ASZ Investment Policy developed in conjunction with Executive Director Laura Jungen to realize more favorable interest income on all ASZ's cash reserves (See Attachment E).

Kathy Packard and President Charlotte Mangum have been working on several constitutional amendments that will make it easier to become an ASZ member and clarify the criteria for full membership. One of the amendments discussed calls for ASZ to adopt an associate member category for those who lack a doctorate degree and are either directly involved or interested in the field of biology. With an associate member category, ASZ will retain and attract members that are interested in having affiliation with the Society, but would not normally qualify due to the current membership restrictions. Therefore, an associate member category may be made up of community or junior college teachers and other individuals not engaged directly in research. These potential constitutional amendments will be further considered for mailing to the membership in the Spring.

Dr. Packard stated that the *American Zoologist* continues to be one of ASZ's most valuable products. Packard recommended continuing to review Journal prices as they relate to inflation. Additionally, increasing the number of pages

printed annually was discussed.

Finally, Dr. Packard addressed several publication proposals that have been made with regards to the ASZ Symposium, "Molecular Approaches to Zoology and Evolution" organized by Joan Ferraris and Steve Palumbi. A recommendation was made that a subset of the Executive Committee be delegated to further explore these opportunities.

Division of History and Philosophy of Biology Chair Larry Spencer made a MOTION that President-Elect Michael Hadfield appoint a committee to negotiate with commercial publishers regarding the publication of Joan Ferraris' and Steve Palumbi's Symposium. The MOTION was SECONDED by Program Officer Frank Moore, all voted in favor, and the MOTION was CARRIED.

After a short break, Kathy Packard made a MOTION to approve the Symposia Contingency Fund Policy. The MOTION was SECONDED by Division of Animal Behavior Chair David Duvall, and all VOTED in favor and the MOTION was CARRIED.

Kathy Packard made a MOTION to adopt the Contingency Fund Policy, the MOTION was SECONDED by Division of Invertebrate Zoology Chair James Carlton. An amendment to the motion was made by Louis Burnett to clarify the General Officers, a VOTE was taken, all voted in favor and the MOTION was CARRIED.

Dr. Packard made a MOTION to approve the ASZ Investment Policy. The MOTION was SECONDED by Larry Spencer.

To further clarify the use and amount of cash reserves to be maintained by ASZ, the cash reserves will be referred to as "endowment." An Endowment Policy (See Attachment F) was brought forward in a MOTION by Dr. Packard and SECONDED by Larry Spencer. A VOTE was taken, all were in favor and the MOTION was CARRIED.

Kathy Packard MOVED to approve the 1995 budget, the MOTION was SECONDED by Developmental and Cell Biology Chair Jo Ann Cameron, a VOTE was taken, all were in favor, and the MOTION was CARRIED.

IV. Program Officer's Report - Frank Moore

Dr. Moore reported that there will be a Plenary Session in place of the Past President's address for the St. Louis Meeting. He noted that for this meeting there will be 11 symposia including one society-wide symposium. He reported

an increase in the number of contributed papers in the Division of Comparative Endocrinology (DCE) due to an initiative taken by that Division to solicit more participation by their membership with mailings.

It was reported that six proposals for symposia have been received to date for the Washington D.C. Annual Meeting and Dr. Moore encouraged each divisional officer to urge members to organize symposia.

Electronic Communications Chair Robert Full mentioned that the timing of the ASZ Annual Meeting should be reviewed so as not to conflict with other, more specialized, societies who hold meetings in the late fall/early winter. Outgoing Division of Ecology Chair Richard Grosberg also mentioned that he feels that ASZ must change the time of its meetings.

V. Committee Reports

A. Membership Committee - Robert Full

Electronic Communications Chair and past Membership Chair Robert Full presented the Membership Committee report in the absence of the current Chair Martin Feder.

Key recommendations that Dr. Full made are as follows:

1. Consider changing the name of the Society to better reflect the organization.
2. Public Relations needs to be an area of on going priority.
3. The *American Zoologist* should be reviewed for format and content, and consideration to distribute electronically.
4. Encourage attendance and presentations in major symposia by leaders in each field at ASZ annual meetings.

B. Electronic Communications Committee - Chair, Robert Full

This committee has implemented an American Society of Zoologists node on the World Wide Web. Some of the features available are a searchable database of members, a general list server, and an electronic bulletin board. Dr. Full reported the need to increase the amount of information available on-line.

Past President David Wake mentioned that academics are moving away from communications media such as fax machines, telephones, and the U.S. mail system and that an electronic means of communication is vital

to ASZ.

President-Elect Michael Hadfield urged the Committee to work with the ASZ Business Office to move forward in order to meet ASZ's electronic communications needs for the future.

C. Ad Hoc Committee on Publications - Chair, David Wake

David Wake reported that one of the activities of the Ad Hoc Committee on Publications has been discussing opportunities with commercial publishers. Dr. Wake stated that ASZ must decide whether or not it wishes to pursue these interactions and feels that this is an opportunity for ASZ that cannot be overlooked. Therefore, Dr. Wake requested that ASZ sponsor new or existing journals and allow for ASZ members to receive discounted subscription rates.

DCPB Chair Louis Burnett made a MOTION to further explore opportunities with commercial publishers. The MOTION was SECONDED by Division of Vertebrate Morphology Chair James Hanken, a VOTE was taken, all were in favor, and the MOTION was CARRIED.

The second segment of this Committee report recommended changes in the *American Zoologist*.

Carl Gans mentioned that he feels that ASZ should modify the Journal in the ways that have been discussed.

David Wake recommended that ASZ appoint a standing Publications Committee other than the Editorial Board, perhaps a more general committee regarding communications.

Kathy Packard made a MOTION to establish a new standing committee on publications/communications and this was SECONDED by Susan Peters. The Executive Committee VOTED all in favor and the MOTION was CARRIED.

D. Ad Hoc Committee on the Structure of the Society - Chair, Carl Gans

This Committee was charged by President Charlotte Mangum last year with studying the ASZ's structure to make recommendations on any improvements. Carl Gans began by recommending that ASZ should attempt to avoid overlap in the programming of symposia for future

meetings in order to peak interest and to have single one-day symposium on a single subject. He also recommended that the Executive Committee should continue to agree on one society-wide symposium for each annual meeting.

E. Public Affairs Committee - Chair, Hans Laufer

Hans Laufer recommended that ASZ institute a small-scale Science Writing Award for scientific writers which may help boost the Society's recognition. He stated that it will be advisable for ASZ to invite key scientists to ASZ meetings to participate in symposia and then concentrate on press coverage of such events. Member-At-Large Penny Hopkins suggested including photographs in the next press mailing.

F. Educational Council - Chair, Susan Cook

Dr. Cook announced that she hopes to work with the ASZ general membership to generate ideas that will encourage membership growth.

One of the charges of the Educational Council will be to update the Society's career brochure.

VI. Code of Ethics Statement

President Charlotte Mangum recommended the Society approve the code of ethics statement drafted by the Ad Hoc Code of Ethics Committee. The proposed code of ethics document was discussed and revised. Louis Burnett, DHPB Chair, made a MOTION to adopt an ethics statement for the Society and to publish it to the membership for comment at the earliest opportunity. The MOTION was SECONDED by DCPB Chair Larry Spencer, all VOTED in favor and the MOTION was PASSED

VII. Division Reports

Several Division Chairs presented reports on new business and current issues related to the Annual Meeting.

VIII. New Business

One of the new items of business was a petition presented by David Prior to establish a new Division of Neurobiology. Dr. Prior reported that he has surveyed prospective members for this new division in order to gauge interest. If established, Dennis Willows will take an active role along with Dr. Prior in the management of the new division. If established, David Prior will act as Chair for the 1995 year and the Division will work with the Program Officer to add one morning or afternoon paper session to introduce students to neurobiology and will work with the three major nerve nets in order to re-establish a relationship.

President-Elect Michael Hadfield feels that ASZ should embrace the idea of being a dynamic society and be open to new ideas such as establishing new divisions when appropriate.

Louis Burnett, DCPB Chair, MOVED to establish a Division of Neurobiology and the MOTION was SECONDED by David Duvall, Chair, Division of Animal Behavior. A VOTE was taken, all voted in favor and the MOTION was CARRIED.

IX. Adjournment

Treasurer Kathy Packard made a MOTION to adjourn the meeting, the MOTION was SECONDED by Division of Animal Behavior Chair David Duvall. All VOTED in favor and the 1994 Executive Committee Meeting was adjourned at 12:25 a.m.