

# MINUTES OF MIDYEAR APS COUNCIL MEETING

March 1-2, 2002

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## Attendance

Present: N. Keen, J. Fletcher, S. Slack, G. Bergstrom, C. Ishimaru, J. Sherwood, S. Hurtt, B. Hillman, S. Johnson, R. Ploetz, J. Andrews, R. Belanger, S. Cantrell, F. Nutter, B. Christ, M. Matheron, A. Culbreath, A. Grybauskas, D. Mathre

Absent: A. Biggs, H. Spaink

Guests: C. Becker

Staff: S. Nelson, A. Hope, M. Smith, M. Bjerkness, M. Wimer, L. Hartman

### 1. Call to Order

President N. Keen called the midyear APS Council meeting to order at 3:45 PM March 1, 2002.

### 2. Welcome and Introductions

President welcomed everyone to the midyear Council meeting and invited each person to introduce themselves to the group.

### 3. Appointment of Parliamentarian

S. S. Slack was appointed Parliamentarian.

### 4. Approval of Agenda

The agenda was distributed electronically prior to the meeting (**attachment 1**). One item, a presentation by S. Hurtt on Committee on Committees, was added under agenda item 15 "Councilor's Forum". **MOTION.** Approve the agenda as amended. **SECONDED. MOTION CARRIED.**

### 5. Approval of prior meeting minutes (2001 Council meeting in Salt Lake City) and review of action items.

The Secretary requested input on the minutes, which were available on the web for viewing prior to the meeting. One change from S. Slack had been incorporated. **MOTION.** Approve the minutes from Salt Lake City. **SECONDED. MOTION CARRIED.**

Secretary Ishimaru informed Council that an action summary was available online summarizing the Executive Committee business conducted electronically since the annual meeting in Salt Lake.

Secretary Ishimaru mentioned that several changes to the MOO had been received and incorporated by Staff. She acknowledged M. Smith for her help in bringing the changes up to date and in informing Exec of possible conflicts with the MOO and the Constitution. Secretary Ishimaru requested additional time to discuss specific changes requiring Council approval at a later point in the meeting.

One item in the MOO that was taken up was the section on the APS Historian. **ACTION.** C. Ishimaru will contact current Historian and ask for a recommendation on term of service.

### 6. President's Report

#### A. Bioterrorism Committee

N. Keen reported on the formation of the APS ad hoc Committee on Bioterrorism. He acknowledged J. Fletcher for her participation at the Council of Scientific Society Presidents meeting in November in Washington D. C., which led to discussions and appointment of the ad hoc committee. J. Cook has agreed to chair the new committee.

J. Fletcher presented a report on the first congressional briefing on agricultural bioterrorism held February 28, 2002 in Washington, DC. APS representatives O. W. Barnett and J. Fletcher and C. Fraser from The Institute for Genomic Research participated in the briefing, which was attended by over 50 people, including Floyd Horn and Nick Smith. The APS white paper on microbial genome sequencing was handed out. Attendees expressed a high level of interest in the issues raised during the briefing. She indicated potential outcomes of the briefing might be increased support for microbial genomic sequencing and development of a centralized center for plant disease prevention and diagnosis.

M. Bjerkness and J. Fletcher are developing a web site that will be accessible through the APSnet homepage and contain links to all issues relating to the briefing.

## **B. Emerging Threats Committee**

N. Keen summarized the history and reappointment of the ad hoc Emerging Threats Committee. D. Luster has been appointed Chair of the committee, which now consists of six subcommittees. While some of the issues of the Emerging Threats Committee are similar to those of the ad hoc Bioterrorism Committee, the objectives of the two committees are different enough to warrant both. It is hoped that the appointment of D. Luster as Chair, who has previous and ongoing employment responsibilities relative to the committee's agenda, might provide some permanency to the committee.

## **C. Appointments**

N. Keen reported that the use of email was very efficient in getting committee appointments made prior to the midyear meeting. There were no new appointments for discussion at this time.

## **D. Awards**

i. N. Keen reported that the recommendations of the Awards Committee were posted on Councilor's Corner. He acknowledged the efforts of G. Payne, Chair of the committee, and indicated his satisfaction with the list of awardees. The procedure of notifying awardees was clarified. **ACTION.** N. Keen will contact each awardee by phone and the Chair of the Awards Committee will follow-up with a letter.

ii. N. Keen presented the nomination by A. Kelman of O. W. Barnett for the Distinguished Service Award, which is awarded by Council. He indicated all email responses from Council members regarding Barnett's nomination were positive. **MOTION.** Proceed to making the award to O. W. Barnett for the Distinguished Service Award. **MOTION SECONDED. MOTION CARRIED. ACTION.** N. Keen will contact Barnett.

## **E. Recommendations from standing committees and boards.**

N. Keen presented the request by S. Hurt to reevaluate the current reporting channels for standing committees. S. Hurtt summarized the status of annual reports received from the standing committees. This will be discussed in greater detail under agenda item 15. She commented that a couple of committees are having difficulty and may need to find a new focus, in particular the Cultural Diversity Committee and the Women in Plant Pathology Committee. She reminded Council that each committee must meet certain criteria for retaining committee status. There was also a discussion about the need to evaluate the current reporting mechanisms in the MOO, since some committees and boards report to more than one place. S. Hurtt will make a recommendation later in the meeting on how to improve the reporting channels.

## **7. Executive Committee**

N. Keen summarized important items considered by the Executive Committee.

### **A. Governance**

Executive Committee has continued its discussion of the proposed governance structure. He reiterated that Council and Exec have become more of a strategic planning body in recent years. The issue of governance is

interlinked, as the governance structure will ultimately provide the framework for strategic planning. Thus it is critical that Council move quickly to adopt a new and appropriate governance structure.

#### **B. Need for a midyear meeting.**

He raised the question of the necessity for a midyear meeting of full Council. If Council is now a strategic body, does it need to meet at midyear? Depending on the size of the new Council, it may be too costly or impractical for full Council to meet at midyear.

#### **C. Need for budget planning.**

As suggested by S. Nelson, Keen indicated there is a need to give more thought to our future financial strategy. Council will need to look more at what it will and won't be doing in light of budgetary strategies. S. Nelson elaborated on this point indicating that at a recent meeting of 54 colleagues, many of APS sister scientific societies reported they are experiencing financial difficulties. He used the Entomological Society of America as an example.

### **8. Financial Advisory Committee**

#### **A. Financial Report**

Prior to giving his report, J. Sherwood reminded Council of the need to identify a Treasurer-elect, preferably at this meeting so that the appointee could begin training at the next Council meeting.

J. Sherwood referred to the staff reports (**attachment 1a**) and indicated that the Society is currently in the black at \$190,370, primarily from staff merging responsibilities and limiting expenses. The proposed budget for FY02-03 was available online prior to the meeting (**attachment 2**). He reviewed the cost centers and their operating profits (losses) and how the budget was developed. The budget includes \$6,000 for OIP (3,000 increase), \$20,000 for PPB (increase of 5,000), and \$48,400 for OPAE (increase of 8,500). The initial budget provided \$500 for the Awards Committee (down from \$7000). **ACTION.** N. Keen will contact Awards Committee to see if this is feasible. Until then, the budget contains \$7,000 for their activities.

#### **B. Motions from FAC**

**MOTION FROM COMMITTEE.** Propose FY02-03 budget of approximately \$4,142,243 of income with approximate expenses of \$4,241,743 giving a deficit of approximately \$99,500. This would include meeting registration of \$295 for member pre-registrations, a 9% and 8% increase in journals for non-members and member subscriptions, respectively, and dues increase by the CPI as of 6/30/02 (estimated at 2-3%). **Discussion.** There was some concern that the increase in registration fee to \$295 was excessive, but in light of the deficit projection, many thought the increase was justified. An even greater increase (\$340) was considered, but few indicated their support. **MOTION TO TABLE. SECONDED. MOTION CARRIED.**

#### **C. Appointment of new treasurer**

Discussion resumed about the need to appoint a new Treasurer. J. Sherwood listed names of people he had communicated with about the position. Suggestions from the floor were received. Sherwood reiterated that the treasurer doesn't need to be great with numbers since staff (L. Hartman) does most of the accounting. We do need someone who can promote "financial philosophy", especially in light of the changing role of Council. A new role of treasurer will be to broaden budgetary concerns especially those dealing with established cost centers. He summarized the responsibilities of treasurer and the associated travel obligations. This is historically a 6-year position. Additional names were discussed. After discussion, Council ranked the candidates as Stromberg, Rowe, and Windels (from first to third). **ACTION.** Keen will offer the position to the highest ranked candidate and proceed from there.

## 9. Governance Ad Hoc Committee: introduction of topic

N. Keen explained the committee's history while referring to the first "Report of the APS Governance Structure Committee" (**attachments 3a, 3b, 3c**). He asked G. Bergstrom, current Chair of the ad hoc Governance Committee, to report on the committee's progress since its reappointment in Salt Lake City. Bergstrom reviewed that the ad hoc committee began its work by comparing the functions of Council in the past with its increased role as a communication and strategy-building body. The ad hoc Governance Committee also considered how membership could be represented in the discussion on the new governance system. By and large, the current ad hoc committee was supportive of the recommendations of the previous ad hoc committee chaired by L. Madden, while recommending some changes to the proposed governance structure (**attachment 4**). He presented four areas of revision from the "Madden" proposal.

1. The committee chaired by Bergstrom recommended retention of the position of Vice President, since the responsibilities of the Executive Committee are expected to increase under the new governance structure. Retaining the VP position would promote much needed continuity and provide another person to assist the President and President-elect.

2. Referring to the number of Editors-in-Chief on Council, the Committee gave the recommendation that 1-2 representatives from Pub Board on Council (one for printed journals, one for electronic)

3. Referring to charts in **attachment 3b** and **3c**, Bergstrom discussed proposed changes in the number of Division Councilors and Disciplinary Councilors and the need for Councilor's Forum. The ad hoc Governance Committee supported the elimination of CF and the development of a Member's Service Board that would perform duties of CF plus additional ones, such as interacting with the Divisions and other societies. The Committee recommended only two Division Councilors on Council.

4. Referring to the Scientific Forum, the Committee was supportive of adding six Disciplinary Councilors, who would be nominated and elected at-large from membership. The Committee envisioned an overlap between the Disciplinary Councilors and the subject matter committees of the Program Board, with an additional representative for education/outreach/extension/service.

Speaking in favor of the proposal, Bergstrom indicated that under the revised governance plan every member can be represented by a discipline and thus will have a representative voice. Members active in Divisions would have an additional voice. Keen called for open discussion on the governance issue. Speaking on behalf of Councilor's Forum, J. Andrew indicated there was little support for the proposed governance structures as both diminish the representation of Divisions on Council. J. Sherwood suggested a modified version of the plan wherein the six Division Councilors are retained. This would increase the number of members on Council by four and provide opportunities for participation and advancement of leadership activities in APS. This structure again raises the issues of who needs to be present at the midyear meeting and what body other than full Council could conduct midyear business. Major midyear activities are FAC recommendations and budget approvals.

Several questions about the details of the new plan (terms, election procedures, responsibilities, etc.) were raised. It was clear that many details remain to be worked out.

Hillman raised the concern from Pub Board that the number of Publication Representatives was reduced in both of the proposed governance plans. If reducing the size of Council is no longer a goal, what is the rationale for reducing Pub Board representation?

There was discussion about the changing role of Council and that a smaller group, i.e. some revised Executive Committee, might make many decisions previously handled by Council. Much of Council's previous activities has been decentralized and is being handled by various Boards and Offices. This raises the possibility that Council could conceivably be a much larger group, as long as it plays less of a role in the minutia of APS business matters. In light of these discussions, the idea of eliminating the midyear meeting was still not well received, but some thought the full Council would not have to be present.

The meeting was recessed for the day at 5:30 PM.

The meeting was called to order on Saturday March 2, at 8:05 AM.

#### **Attendance**

Present: N. Keen, J. Fletcher, S. Slack, G. Bergstrom, C. Ishimaru, J. Sherwood, S. Hurtt, B. Hillman, S. Johnson, R. Ploetz, J. Andrews, R. Belanger, S. Cantrell, F. Nutter, B. Christ, M. Matheron, A. Culbreath, A. Grybauskas, D. Mathre

Absent: A. Biggs, H. Spaink

Guests: C. Becker

Staff: S. Nelson, A. Hope, M. Smith, M. Bjerkness, M. Wimer, L. Hartman, K. Aro

#### **10. APS strategic plan update and revision**

N. Keen requested Slack, Fletcher and Nelson give updates on the strategic plan.

##### **A. How we got here**

S. Slack reviewed the previous planning process (**attachment 5**), whereby the vision, goals, and action plans of the current strategic plan were developed and then distributed to members.

##### **B. Progress update on current goals**

J. Fletcher outlined progress made on the current strategic plan (**attachment 6**). In the report, colored coded statements indicated actions taken under each objective. A cursory view of the document showed that many of the original objectives have been accomplished. She went through each of the goals, objectives and strategies highlighting activities and concerns in each area. Considerable progress was evident in most areas.

##### **C. Plan for transitioning to continuous strategic planning process**

S. Nelson introduced the concept of transitioning to a continuous strategic planning process. At Headquarters, APS is often held as a model of successful strategic planning. Using a Power Point presentation (**attachment 7**) he introduced the concept of a continuous strategic planning process. In contrast to the past, Council is now focused more on the “what”, leaving the “how” to the boards, offices, committees, and staff. A strategic planning committee with a 3-5 year time frame conceived the past plan and its strategies. This timeframe allowed staff and committees to take the steps of how to get there. “Strategic thinking” replaces “strategic planning” in a continuous model. The timeframe can still be in 3-5 year reference, but the objective and specific actions can be adjusted on a more-or-less continual basis.

Strategic thinking roles of Council, Executive Committee, other committees, offices, boards, and staff in this type of planning environment would be somewhat different than under traditional strategic planning. More emphasis might be placed on the utilization of staff and committees to decide the “how”, while more of the responsibility of “what” is placed on Council. A critical function of the Executive Committee might become communicating expectations to the committees, boards, offices and staff.

In his presentation, Nelson suggested a possible action list for Executive Committee to be worked on between now and Milwaukee (**attachment 7**). The one item requiring immediate attention is informing the members of the move to a continuous planning process. One way would be to have N. Keen write an article for Phytopathology News on the subject. (See action item under 10E.)

A concern was raised about the need for improving communication about the APS Strategic Plan between Council and the subject matter committees. The information from subject matter committees needs to be efficiently communicated to Council and vice versa. It was concluded that the new governance structure should provide avenues for improving bottom-up communication. No action taken at this time.

## D. Alliances Strategy Report

S. Slack reviewed the report of the Strategic Alliances Committee, chaired by C. Windels (**attachment 8**) and its history and charge. The report is impressive and gives an overview of the environment and survival issues APS is facing along with its sister societies. Currently, APS does not have a mechanism for guiding decisions about alliances. He reported that the progress report is nearly finished. Possible next steps might be to ask the committee to expand on their recommendations for actions and then obtain reaction from membership on the report. Discussion on the report led to a suggestion that the Strategic Alliance Committee supply an executive summary that could become the document for distribution and comment. **MOTION.** Move that Council acknowledges that the Alliance Strategy Committee report has been received and that the committee provides an executive summary and other recommendations that the Committee may have. **MOTION SECONDED.** **MOTION CARRIED. ACTION.** S. Slack will give feedback to C. Windels about the report and request an Executive Summary.

BREAK 9:35 AM

RECONVENED 9:50 AM

## E. Action Plan

J. Fletcher reviewed the strategic plan for discussion and input. N. Keen asked Council to go over the plan and indicate actions needed for updating it. He explained that this is new ground for Council and an example of how the “continuous strategic planning” model can influence Council’s activities. There was general agreement for the concept of a “rolling” plan especially as it is needed for fiscal planning. It was also suggested that the format of future annual and midyear reports might more directly address the strategic plan. Council then went over each goal and suggested the following revisions.

### Re: Five Major Goals

- Keep all five goals with minor revisions.
- Reduce wording in Goal 5 statement.
- Change “become” to “be” in Goal 3. **ACTION.** J. Fletcher will request the revision from OIP.
- Incorporate the word “stakeholder” in plan as appropriate.

### Re: Goal 1

- Keep objectives 1a, b.
- Add an objective, as suggested by N. Keen, to increase the level of funding for plant pathology.

### Re: Goal 2

- Keep objective 2a and 2c.
- Keep objective 2b but change “examine and refine” to “enhance and reexamine”.
- Modify strategy 2B1 to eliminate phrase on “reducing the size of governing body”.

### Re Goal 3

- Objective 3A addresses internet but not written, oral, printed, or public speaking opportunities etc., therefore the suggestion was made to add new objectives that would parallel 3A. Possible new 3B: as in 3A but replace internet with “print”. Likewise, possible new 3C: as in 3A but replace internet with “oral”

- Send current 3C back to OIP for clarification.
- Change “public” to “stakeholders” in current 3B.

**Re: Goal 4**

- Keep objectives 4A, B, and C.

**Re: Goal 5**

- Keep objectives 5A and B.
- Keep 5C but change “cooperation” to “alliance”.
- Keep 5D but revise to indicate maintaining a focus on “American” Phytopathological Society and to develop description of what the “umbrella” will look like.
- Merge 5E with 5C.
- Include environment in the revised 5C.
- In current 5E change to “ Continue to promote the image”....

Council also discussed the lack and need for objectives focused on the Divisions. **ACTION.** N. Keen will request Division Councilors develop specific objectives for incorporation into objective 2A. **ACTION.** J. Fletcher and the Secretary will make revisions to the strategic plan as discussed. N. Keen suggested 1-2 people review the plan (inherent in 2B) and then develop a prioritized action plan of these objectives. No action taken.

**ACTION.** Keen agreed to write a note for membership that summarizes continuous planning and indicate that the Executive Committee will continue to discuss what actions should be taken next. It was suggested that information from the attachment 6 be made available online.

**11. Public Policy Board recommendations**

J. Sherwood reported on the activities of the Public Policy Board (**attachment 9A**). The board has been very busy and effective. He reiterated that K. Eversole has played a major role in positioning APS in Washington DC, especially at venues where funding and agricultural issues are being discussed. PPB will present the first “Friends of APS Award “ to Mary Clutter at its next meeting. PPB was influential in getting the recent addition of \$4million to the USDA Microbial Genomics Program. The next area PPB wants to target is sustainable agriculture with emphases on increasing funding for the area and getting more funds for individual projects.

**12. Scientific Programs Board**

J. Fletcher handed out the report of the Scientific Programs Board (**attachment 9B**) and summarized the report on behalf of the SPB Director, E. Roskopf, who was invited to midyear but was unable to attend. The SPS may need to begin meeting on the Friday before the annual meeting so that there isn't the time conflicts between meeting board and Council meeting. N. Keen acknowledged the work of the Board and commented on how it has enriched the content of the annual meeting.

**Changes to the MOO**

The Secretary went over suggested changes to the MOO. The proposed changes were incorporated by M. Smith from input from OIR, Staff and Pub Board.

BREAK for lunch 11:20 AM

RECONVENED 12:50 PM

### 13. Publications Board

R. Ploetz distributed reports from the Publications Board (**attachments 10, 11, 12, and 13**). He announced that C. Mundt would replace B. Hillman as Editor-in-Chief of Phytopathology. R. Gergerich will replace R. Ploetz as EIC of APS Press. There are three openings for APS Press Senior Editors that need filling. R. Ploetz presented a list of candidates for each of the positions and provided some background information on the candidates. Council discussed the list of candidates and ranked them. **MOTION FROM COMMITTEE.** Move to approve the three lists of ranked candidates for the editor opening in APS Press. **MOTION CARRIED.**

Ploetz presented the request by G. Schumann for staggering terms of the Senior Editors on Plant Health Instructor. Council approved her request prior to the midyear meeting; however, M. Smith pointed out that the staggered terms were in violation of the APS Constitution. **ACTION.** R. Ploetz will work with M. Smith on rewording the appropriate item in the Constitution and then proceed with obtaining electronic vote approval of members. Ploetz noted that the proposed governance structure does not include PHI in the structure. **ACTION.** G. Bergstrom will incorporate PHI into the next revision of the governance structure. The final item was the stated intention of publishing a book on the history of APS in time for the APS Centennial. **ACTION.** The President and M. Smith will add the Centennial to the annual meeting agenda.

### 14. Plant Health Progress

In reporting on PHP, M. Wimer passed out an advertising bookmark and a report summarizing the progress with PHP and the recent successful launching of Plant Management Network (**attachments 14, 15**). He explained that PMN is an umbrella site for APS and CSSA online journals as well as a repository archive for non-peer reviewed articles that don't need to be online indefinitely (short-term materials are okay). Response to PHP has been very positive and subscription numbers have increased. The first submissions to Crop Management, launched in collaboration between APS and CSSA, were received, and CSSA is pleased with the work to date. The Partners Program continues to grow in membership numbers. An advisory board is under development. D. Stuckey was invited to chair the board. The advisory board Chair will be involved with PMN but not with the specific journals. Complementary subscriptions for partner constituents are being instituted with WSU in a beta process. He ended by asking Council to do its part in encouraging PMN submissions and partnerships. He indicated that the ESA was offered a partnership but declined to participate in PMN for now.

The question was raised about there being a memorandum of understanding between APS and CSSA regarding profitability of Crop Management and PMN. M. Wimer indicated that there wasn't one, but that APS activities to date have been paid by a \$30,000 contract with CSAA. He indicated the work is not considered "pay for service". Still, there was a concern that if PMN does become income generating, participant societies may expect a portion of the profits. Thus future documents should state clearly that that would not be the case. N. Keen expressed gratitude to M. Wimer for the successful launching of PMN. No action was taken.

### 15. Councilor's Forum

#### A. Report of the Intermediate Councilor-at-Large

i. J. Andrews reported that the next meeting sites are Charlotte, NC (2003), Anaheim, CA (2004), and Austin, TX (2005) (**attachment 9A**). **MOTION FROM COMMITTEE.** APS meets with CPS in Quebec City in 2006 (tentative date July 29-Aug 2). **DISCUSSION.** None. **MOTION CARRIED.** CF is looking into several possibilities for the 2007 meeting. For 2008, the Centennial, they are considering St. Paul and also Baltimore.

ii. CF has developed a list of nominations for Vice President and Councilor-at-Large through electronic balloting. Nominees will be contacted for their willingness to run. Preparation of ballots and supporting documentation is in progress.

iii. CF was asked to review the Awards Ceremony. It recommends retention of a shortened Awards Ceremony. The committee also recommends incorporating the award recipients' biographies into the annual meeting program. Award recipients should stand and be recognized at the Annual Business Breakfast Meeting.

iv. CF was asked to review the Presidential Reception in light of recent waning participation. They recommend combining the Awards Reception and Presidential Reception as a cost cutting measure and as a means of increasing participation. The name of the reception should be changed to reflect its new purpose.

## **B. Report of the Senior Councilor-at-Large on the Committee on Committees**

S. Hurtt reviewed the responsibilities of the Senior Councilor-at-Large with regard to COC activities and provided a report on this years' findings (**attachment 16**). The COC primarily reviews reports of General Policy and Subject Matter Committees. The Cultural Diversity and Women in Plant Pathology Committees have indicated a need to merge or re-orient their committee objectives. Common themes in the reports from last year were poor attendance, the need for more senior participants, the difficulty of recruiting new people on committees, and confusion over the process and timing of new member and chair appointments. S. Hurtt pointed out that the current new member nomination procedure is inefficient. She gave details of the current process and steps that reduce efficiency. She also indicated there is a need to redefine which committees report to COC, in light of several recent APS committee changes that have left voids or inconsistencies in the MOO (see COC report for specific examples). She reported that a demonstration of committee web pages would be sent out to committee chairs around April, after OEC reviews the prototype.

In reviewing the MOO and the responsibilities of Senior CAL, S. Hurtt noted that there is a need to revise the MOO to clarify reporting of some committees. She suggested that only general policy and standing committees report to COC. In the current MOO, some standing committees of Internal Relations Committees, i.e. the Industry Committee of the Office of Industry Relations, are required to report to the COC.

J. Andrews, Intermediate Councilor-at-Large, reported on membership issues and gave the floor to M. Bjerknæs who reported on membership recruitment. She handed out a registration packet to meeting attendants and challenged them to recruit five members by the annual meeting. Prizes will be given to the person(s) with the most recruits.

**MOTION.** Accept proposed changes to MOO as proposed by the Secretary and S. Hurtt. **MOTION SECONDED.** No discussion. **MOTION CARRIED. ACTION.** The Secretary and S. Hurtt will work with M. Smith to incorporate changes to the MOO.

## **16. OPAE and OIP**

There was no discussion on the OIP report was submitted electronically by G. Abawi (**attachment 9A**). No one from OPAE was present at the meeting.

## **17. Headquarters Operations Committee**

S. Slack reviewed current issues under consideration by HOC. An early retirement plan was developed and approved. Plans for position openings and staffing are also being discussed. The committee for the journal project is becoming active and will present soon. The early retirement plan will have a positive impact on the finances of the Society. About six staff will be affected. Nelson reviewed some of the general terms of the early retirement plan. The retirements could take place by the end of July. Most positions will not be replaced. N. Keen acknowledged S. Nelson and S. Slack for their efforts and success in moving the retirement plan through HOC.

## **18. Foundation**

In his report to Council, D. Mathre indicated the Foundation is doing very well and continues to focus many of its awards on younger members of APS. Total budget of the Foundation is currently about \$834,00. Key activities are the Jane Award, which is handled by OIP, Graduate Student Travel Awards (26 currently funded and two being developed), Melhus Symposium, Lucy Gutierrez – APS Excellence in Teaching, Howard Fund, 2/1 Student Membership, International Travel Fund, Public Forum Travel Fund, New Endowment for APS NET Education Center, and a new Latin America Fund (**attachment 9A**). Foundation projects about a \$1,000,000 budget for next year. Over 1,000 people are contributing. G. Schumann will begin her term on Foundation this summer. S. Coakley and B. Jacobsen will finish their terms this summer. Replacements will be identified at the

next meeting of the Foundation. N. Keen extended his appreciation on behalf of the Society to D. Mathre and the Foundation for their exceptional efforts.

## 19. Office of Industry Relations

N. Keen thanked C. Becker for coming to the midyear meeting and for his activities in getting the OIR up and running. C. Becker presented a status report on the recently established OIR and gave the OIR report (**see attachment 9A**). He reviewed operational guidelines developed recently by OIR as regarding APS-Industry funding issues. OIR had been asked to develop guidelines on the use of industry funds provided to APS. He expressed OIR's reluctance for doing this, as funds are generally allocated for specific purposes and further guidelines may be unnecessarily restrictive. Becker asked for input on how best to communicate OIR activities to Council. The possibility of having the President as ex-officio was raised, but a problem could arise if the President is the ex-officio on all the Offices. Another suggestion was that a member of OIR could be a liaison for OIR on one of the Boards, like PPB, in which the President is a member. No action was taken.

## 20. Other board/committee recommendations

### Awards Committee

The report of the APS Awards Committee (**attachment 17**) was distributed. In the report, the Awards Committee requested Council consider four issues. The first was the ineligibility of APS Fellows to receive other APS awards, such as the Excellence in Teaching, Extension, Industry, or International Service Awards. Council discussed the issue and many were supportive of a change in policy. A brief rationale for why the policy was adopted in the first place was presented: Fellow was supposed to be the cap of a career, more people would receive awards, and some awards may never be given to younger scientists if Fellows were eligible.

The second item had to do with preparation of the nomination packages for the Excellence in Industry Award. The Committee wants APS Council to stress to the Industry Committee the importance of preparing a strong nomination package in the format outlined by APS.

The third item focused on the meeting time for the 2003 midyear meeting and a potential conflict with the IPPS Meeting in New Zealand. Some Council members indicated that the Committee's report should be due as usual, i.e. at the time of the midyear Council meeting.

The final issue had to do with the proposed committee structure for 2003.

Council raised the question of why only Fellows are allowed to serve on the Awards Committee. The suggestion was made that the policy was an attempt to increase diversity on the Awards Committee. **ACTION.** N. Keen will appoint an ad hoc committee of three people to evaluate this and item one as described above. **MOTION FROM COMMITTEE.** Approve the APS Awards Committee for 2003 (L. Dunkle, Chair for 2003, M. Powelson, Chair 2004, G. Payne, Past Chair, D. Gross, R. Rowe, T. R. Gottwald – new, S. Ghabriel – new. **Discussion.** None. **MOTION CARRIED.**

BREAK 2:25 PM

RECONVENED 2:50 PM

## 21. APS Governance issue

After the break, N. Keen anticipated Council being able to finish all agenda items by the end of the day. He suggested postponing the discussion of the APS governance issue for the last item of the day. There were no objections. Discussion of the governance structure, as introduced in item 9, was postponed to the end of the meeting.

## 22 (no agenda #). Action items and other issues

### A. FAC recommendations

**MOTION TO REMOVE FROM THE TABLE ALL FINANCIAL MOTIONS. SECONDED. MOTION CARRIED.**

J. Sherwood gave an overview of the current APS fiscal situation. APS is currently in the black, primarily because of the conservative actions of Staff. APS fiscal health depends on generating continued income from printed journals, increasing its income from online journals, and keeping the annual meeting at cost or close to profit. The operating reserve is about \$800,000. There was little growth last year in APS' stock portfolio. He cautioned that APS continue to be aware of its cash flow and avoid dipping into principal as opposed to its interest from investments.

**MOTION FROM FAC.** The 2002 annual meeting emeritus pre-registration fee will be one-third the member pre-registration fee. **MOTION CARRIED.**

**MOTION FROM FAC.** Propose FY02-03 budget of approximately \$4,142,243 of income with approximate expense of \$4,241,743 giving a deficit of approximately \$99,500. This would include meeting registration of \$295 for member pre-registrations, a 9% and 8% increase in journals for nonmembers and member subscriptions, respectively, and dues increase by the CPI as of 6/30/02 (estimated at 2-3%). **Discussion.** Current motion will produce a deficit for annual meeting. If there are about 100 more participants, the meeting will break even. **MOTION CARRIED.**

### B. Action Items

No additional items. **ACTION.** The Secretary will compile a new list of actions from the minutes and distribute.

## 23 (on agenda as #22). Schedule for meetings/conference calls

None scheduled. Will set date for midyear pending outcome of discussions on proposed governance structure, since this might influence the participant list and agenda of that meeting.

## 24 (on agenda as #23). Other

C. Ishimaru asked for input on alternatives to the current required contents of the Annual Report of the Society. Much of the information in the report is currently available online at APSnet. She asked if the Council was opposed to using links to those reports in the Annual Report. The concern was raised that hard copy subscribers would not have access to the information in the links. **ACTION.** C. Ishimaru will review the constitution for the requirement of providing a written annual report to each member.

## 21 cont. APS Governance issue cont.

G. Bergstrom reintroduced the governance structure proposed by the current ad hoc Governance Committee and opened the issue up for discussion. The "Sherwood-Forrest" plan evolved from the discussions. This variation of Council would include 5 new Discipline Councilors, 6 Division Councilors and 3 Pub Board Representatives (one each for online, prints, and books).

B. Hillman reiterated that the Pub Board negotiated down from 8 to 1, to 2, to now 3 Reps in the spirit of reducing Council's size. The arguments for decreasing the number of Pub Board Representatives from previous discussion may not be relevant, if reducing Council size is no longer a goal. If all Divisions Councilors are going to be kept along with adding Disciplinary Councilors, then the size of Council will increase. He cautioned that decreasing the number of Pub Board Representative could have a major impact on APS's financial strategy.

Council discussed was adding other representatives of Boards and Offices, for example Foundation. Several questions were raised regarding the mechanisms for election of at-large Council members. Some Council

members wondered whom Disciplinary Councilors represent, and how those represented would provide input to their Disciplinary Councilors. With Divisions, geography determines representation and there are established mechanisms for constituents to provide input to Division Councilors. Fletcher and Bergstrom explained that the idea was that the subject matter committees of the Scientific Programs Board would somehow become a springboard for communication between members and Council. Council continued to debate the proposed structure. J. Fletcher proposed a three-tiered Council that garnered support from some Council members. The overall structure would consist of

1. Council will include all Pub Board Representatives and Division and Disciplinary Councilors
2. Some combination of Exec and Council
3. Executive Committee.

It was proposed that full Council could meet at the annual meeting at a separate time (before or after the annual meeting to provide a focused time for Council). The combined Exec and Council would meet annually and at midyear. Exec could meet at annual and midyear. With input from Council, she elaborated the composition of members of Council.

1. Executive: President, President-elect, Past President, Vice President, Secretary, Treasurer, Councilor(s) the number of which to be determined, but most likely 2.
2. Intermediate tier (would meet at midyear and require preparation before meeting to get input from full Council): Officers (6), Pub (2), SPB (1), OIR (1), OPAE (1), Foundation (1), Divisions (2), Scientific Forum (2)
3. Full Council: Officers (6), Pub (8), SPB (1), OIR (1), OPAE (1), Foundation (1), Divisions (6), Scientific Forum (6)

The perceived benefits of the three-tiered system, which would bring the total number on Council to 30, is that it provides leadership opportunities envisioned in the proposed governance, without eliminating the kinds of people at the table. The drawbacks are that it increases Council's complexity and does not provide clear distinctions as to what types of issues will be addressed at the various levels.

It was suggested that the Constitution be reviewed as to the language defining an Executive Committee and full Council. The suggestion was made to eliminate terms in the Constitution that define who attends the annual and midyear meetings and move such items to the MOO, providing flexibility for strategic updating. Sherwood reminded Council that whatever structure is adopted, it must be able to handle the midyear FAC issues.

N. Keen concluded the discussion with a request for a proposal on how to proceed. **ACTION.** N. Keen charged the Executive Committee and the ad hoc Governance Committee to continue its discussions and updates on the governance report in light of the midyear meeting discussions.

N. Keen thanked the participants for moving quickly through the agenda items and for thoughtful discussions.

The midyear Council meeting was adjourned at 4:35 PM.

**For the good of the order.**

There was general appreciation for President Keen's smooth and swift handling of the agenda. This was the shortest midyear meeting in Council's collective memory.

Respectfully submitted,

Carol A. Ishimaru  
APS Secretary

## **Attachments**

### A. Agenda

1. Staff reports

2. APS FY03 Budget

3. Governance Report (Madden)

4. Recommendations on APS Governance Function and Structure (Bergstrom)

4a/b. Governance Charts

5. APS Strategic Plan Process Update

6. 1999 APS Strategic Plan

7. PowerPoint Presentation "Continuous Strategic Planning"

8. APS Alliances Strategy Committee Report

9a. Compiled Midyear Meeting Reports:

Intermediate Councilor-at-Large, APS Foundation, APS Office of International Programs, Office of Industry Relations, Public Policy Board, Plant Disease, Plant Health Progress, APSnet Education Center, Caribbean Division, Northeast Division, Pacific Division, Potomac Division, Southern Division

9b. Scientific Program Board Report

10. Phytopathology News Report

11. Phytopathology Report

12. APS Press Report

13. Office of Electronic Communications Report

14. Plant Management Network summary

15. Plant Management Network brochure

16. Senior Councilor-at-Large Report

17. APS Awards Committee Report

18. Draft of FAC Notes, March 1, 2002