

Minutes of Midyear APS Executive/FAC Committee 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, R. Ploetz,

Staff: S. Nelson, A. Hope, L. Hartman

Call to Order

President N. Keen called the midyear meeting of the Executive Committee to order at 1:05 p.m. March 1, 2002. The meeting was held in St. Paul, at APS Headquarters, jointly with the scheduled meeting of FAC. The minutes presented here are for the Executive Committee agenda. FAC minutes were provided under separate cover by J. Sherwood. The agenda for the Executive Committee was distributed (**attachment 1**).

1. Need for a midyear meeting

President Keen welcomed everyone to the midyear Executive/FAC meeting. He asked for opinions on the need for full Council to meet at midyear. After some discussion, it was concluded that it would be better to address this issue after a decision is made on the new governance structure. Executive Committee saw a continued need for periodic meetings of the Offices and Boards. Positive aspects of retaining a midyear meeting are that Council members can focus on APS business and are not distracted by the types of activities that coincide with the annual meeting. Another benefit of midyear is that Council has access to Staff. Still, there were concerns about the costs and logistics of the midyear meeting. Whatever governance structure is adopted, it must provide a mechanism for approving the annual budget, which must be done at midyear.

2. New Ad Hoc committees

a. Bioterrorism

N. Keen acknowledged J. Fletcher for her efforts in establishing the ad hoc Bioterrorism Committee and their recent activities. J. Cook is the committee Chair.

J. Fletcher updated Exec about the congressional briefing she attended the day before (2/28/2002). K. Eversole organized and coordinated the briefing. About 50 people attended, which was considered a very impressive turnout. She suggested that the ad hoc committee, under a different name, could become a standing committee of APS. M. Bjerkness and J. Fletcher are developing a web site that will be accessible through the APSnet homepage containing links to all issues relating to the briefing.

b. Emerging Threats

N. Keen went over the history of the ad hoc Emerging Threats Committee. He was pleased that D. Luster had agreed to take over as Chair of the current committee. He asked for input on the committee. As proposed by Luster and agreed upon by Exec, it includes several subcommittees. The question was raised if this committee could be merged with the ad hoc Bioterrorism Committee. Most responses indicated a reluctance to do so, stating the objectives of the committees are different enough to warrant retention of both.

3. Strategic Plan discussion in advance of Council discussion

N. Keen informed Exec that S. Slack would provide a historical perspective of strategic planning at APS as an introduction to the topic. J. Fletcher would present the current strategic plan and her color-coded report. S. Nelson would follow with a presentation about the need to move to a continuous planning process.

Keen asked for additional items for the strategic plan discussion. Comments indicated it would be difficult to get input at this stage from Council, since we are in a transition stage. There was hope that Council might develop a clear set of follow-up actions. The need to have people focused on this task was emphasized. It may even be necessary to think about having focus groups and meetings to address the strategic plan. No actions were taken.

4. Council governance discussion

Discussion of this item was postponed until later in the meeting.

5. Performance of boards and offices

a. FAC

J. Sherwood reminded Executive Committee of the need to appoint a new treasurer. He reviewed the process of appointing a Treasurer and indicated that he had talked with some individuals about their interest in the position. This item will be brought up to Council during the FAC report.

b. Publications Board

R. Ploetz announced that C. Mundt will become Editor-in-Chief of Phytopathology and that R. Gergerich will become Editor-in-Chief of APS Press.

He went over the potential conflict with the Constitution and the recently approved recommendation by G. Schumann providing staggered terms for PHI editors. There was general agreement that language in the Constitution limiting operations of the boards and offices should be removed. Such matters are better addressed in the manual of operations. C. Windels will be contacted about the last Constitutional changes, which may have already cleared the way for flexibility in Editor terms. **ACTION.** A. Hope and R. Ploetz will contact C. Windels to see if there were any changes in the Constitution affecting language in 6A3 on terms for Senior editors that might not have been incorporated but were approved by members.

c. Meetings Board

J. Fletcher mentioned that Council and Executive Committee needed to carefully appoint people to the Meetings Board. They will also need to give appointees clear guidance on what is expected of them.

Planning of the 2002 Annual Meeting in Milwaukee is ongoing and going well. K. Yarose is taking over for F. LaBatt at Headquarters. There will be a session on bioterrorism. Approval of extra funds for this session will be requested from Council. R. Ploetz asked who to talk with about getting subject matter committee items onto the APS web site. J. Fletcher indicated questions should be directed to her.

Keen asked about projectors and associated costs for the Milwaukee meeting. Anyone giving an oral presentation will be assessed a technology fee of \$25. The idea is to have more attention on posters and special sessions and less on oral presentations. J. Sherwood indicated he had not received any responses to his Phytopathology News article about the technology fees.

d. Staff

S. Nelson passed out an article from the ESA Newsletter (**attachment 2**). He commented that the article compared ESA and APS membership dues. He also updated Exec and the current fiscal problems of ESA.

6. FAC agenda

The meeting of the FAC was called to order by J. Sherwood. The minutes of the FAC meeting were recorded by J. Sherwood and will be distributed separately from the Executive Committee minutes.

7. Additional action items

Two action items related to Executive Committee were identified during the FAC committee meeting, as presented below.

a. Awards Committee

In response to the proposed budget by FAC, N. Keen asked for input on the proposal to reduce the Awards Committee budget from \$7,000 to \$500. Most of the funds are used to cover travel costs associated with the Committee's annual meeting. The question was raised as to whether or not the Committee can carry out its responsibilities via email. **ACTION.** N. Keen will contact L. Dunkle regarding the proposed budget reduction for Awards Committee.

b. Centennial Program

The need to discuss the program for the Centennial meeting of the Society in 2008 was raised. **ACTION.** M. Smith and N. Keen will add the APS Centennial Program to the agenda for Milwaukee.

8. Additional items

a. Vectored diseases

ACTION. J. Fletcher will contact J. McDonald (OEC) regarding the construction and associated costs of establishing a web site on vectored diseases. Vectored diseases are an important and high profile topic in human and animal medicine. The website on vectored plant diseases could bring this topic to the attention of a broader audience.

b. President and Awards Receptions

N. Keen reviewed that J. Andrews will provide a report from Councilor's forum on the possibility of combining the Presidential and Awards Receptions. Input from Executive Committee favored combining the reception for the purposes of cutting costs and increasing participation.

4 cont. Council governance discussion continued

N. Keen asked G. Bergstrom to go over the ad hoc Governance Structure Committee's evaluation of the governance plan (**attachment 3**). The plan was dubbed the "Madden" report, since L. Madden was the Chair of the ad hoc committee that devised the plan.

In general, the committee endorsed the Madden report. Membership representation was a major point of discussion. The committee agreed with the recommended discipline structure for membership representation. The idea being that representation of this sort will provide every member a voice in governance. Those with geographic associations would have an additional voice through the two representatives on the proposed Members Service Board.

Keen called for open discussion. Comments centered on the concern that Councilors Forum might reject the idea of representation through disciplines. Alternative proposals were voiced, which would actually increase the number of members on Council. Also discussed was the composition of Executive Committee under the proposed governance structure. No actions were taken.

Adjournment

The meeting was adjourned for the day at 3:30 p.m.

The meeting was reconvened at 11:30 a.m., March 2, 2002.

Attendance

Present: N. Keen, J. Fletcher, S. Slack, G. Bergstrom, C. Ishimaru, J. Sherwood

Staff: S. Nelson, A. Hope

9. Brainstorming session on Governance, Strategic Plan and Value of APS to non members

All items on the agenda had been completed during Friday's session, so N. Keen asked Exec to use this time to recap the input from Council's discussion on governance and strategic planning and brainstorm other items coming out of Council. Highlights of the brainstorming sessions included:

- identify members of ad hoc committees for reviewing and developing the strategic plan
- have the President give a talk about strategic planning at the Breakfast Business Meeting
- contribute articles in Phytopathology News about the governance and strategic plan issues and its importance to the Society
- ask members to contribute their ideas on specific goals in the strategic plan at the breakfast meeting
- package information on governance and strategic planning for specific groups (Council: trends and plans; Committees: more specific information than to members, and Members: general report on strategic plan and other issues.
- Keep the discussions ongoing about increasing participation in the annual meetings by conducting a study of non-members to see what they would want to attend, and if they come to APS why.
- develop a plan of special value days for focused groups, like those in the Potomac Division, that doesn't require a continued buy in to the APS annual meeting
- need to have things for non members after the annual meeting
- possibly involve Divisions in recruitment of APS members

5b cont. Publications Board

Executive Committee received a copy of the constitution from M. Smith regarding item 6A3 pertaining to staggered terms of Senior Editors (**attachment 4**). **ACTION**. R. Ploetz will ask Council for support to change the constitution so as to eliminate the statement in 6A3 restricting staggered terms.

10. Attendance at midyear

Keen asked for input on who should attend the midyear meeting under the proposed governance structure. Several conformations of Executive Committee and Council were discussed. No action was taken.

Adjournment

The meeting was adjourned at 12:30 p.m.

Respectfully submitted,

Carol Ishimaru
APS Secretary

Attachments

1. Agenda
2. ESA Newsletter
3. Recommendations on APS Governance Function and Structure
4. Excerpt from Constitution regarding 6A3.