

Chairs Coordinating Council
Conference Call
May 15, 2018, 1:00pm

Present: Cynthia Rufo, Steve Falconer, Sharon Herbert, Susan Ackerman, Andy Vaughn, Geoff Emberling, Heather Parker, Laura Mazow, Randy Younker

Absent: Helen Dixon

1. Approval of April Minutes

Susan will correct some typos. Minutes otherwise approved.

Before moving on to the agenda, Sharon announced that the nominating committee agreed on a candidate for the new Chair of Publications: Kevin McGeough. He has edited two of our journals and been a longtime member of COP.

2. Committee Reports

Committee on Archaeological Policy

This is a quiet time of year, with few new applications.

The chair and Susan have talked about touring Cyprus for the anniversary of CAARI. In Jordan, ACOR is also celebrating an anniversary. They will travel in June.

Committee on Membership and Outreach

Everything is set for the Paris conference. The papers have been vetted. The venue is set. The only task left is to collect the fees. Andrews University will be responsible for this.

Regarding the conference in Palermo, the timing is not great as it is the end of their August holiday, so attendance would not be good. We are trying to find a better time.

Committee on Publications

The chair was asked to draft a description of his responsibilities. This process put me a way toward completing the guidelines for the committee, which I will complete before I hand it over to Kevin McGeough.

Are there descriptions of the other committee chairs?

Sharon says the Programs Committee has guidelines. Eventually we hope to have them for all committees.

Andy added that the contract with the new publishing partner, University of Chicago Press, was finalized and signed last week.

Honors & Awards Committee

The chair has been working on the guidelines for the committee and will add a description of the chair's position.

The committee been publicizing our new deadline of September 1st for non-book awards. We have been trying to update the nominations form. There have been questions about whether an attachment can be uploaded. Could Lynn work with the office to create that form?

Andy said the staff is eager to learn ways that we can improve our information technology capacity. Marta Ostovich is the new Administrative Assistant. She will be moving to Alexandria and she will be the contact for nominations.

Junior Scholars Committee

The new Junior Scholars Facebook and Twitter pages are going out this month. The committee name change has been given approval on our own documents, but we need the rest of the bylaws to be approved before rolling the name out on social media and other venues.

We would like to thank ASOR for supporting its junior scholars. A recent example is the Sy Gitin pottery volumes that were just given out to junior scholars. I'm hearing a lot of good feedback about it. Also ASOR has secured sponsorship for a junior scholars reception at the Annual Meeting.

We have a lot of initiatives that will be rolling out in the fall. We are still in the process of determining what the luncheon topic will be at the Annual Meeting.

Programs Committee

The committee is very busy with shuffling papers for the Annual Meeting. We will send out acceptance letters this week. We are rejecting 1.5% of the papers submitted. Our enhanced ethics screening procedure caught one issue. We are putting the schedule together. It seems like the meeting will be back to our normal manageable size this year.

3. Executive Committee Meeting Debrief

Susan reported on the actions taken at the Board and Executive Committee meetings in Tucson at the end of April. Two officers have terms ending in December: secretary Lynn Dodd and our VP Sharon Herbert. The Officer Nominations Committee brought in nominations and the board approved the nominations. The new secretary is Anne Marie Knoblauch. For the VP, we will ask Sharon to continue for one more year through 2019. The logic being that the President and VP terms will be synced.

All the appointments that the CCC sent forward for confirmation were accepted. The Committee on Membership and Outreach has two new members. The Junior Scholars Committee has a new member. Publications has retroactive appointments for 2018, 2019, 2020, so everyone on the *NEA* editorial board is now official.

The major item of business was the budget approval for July 1 2018. We are now projecting a balanced budget. Andy is projecting a budget surplus of \$80. For FY2019 we are projecting a balanced budget with 1.3 million dollars. This differs from the previous year because we do not have solid information from the Department of State about whether or not that project will continue. If the funding does come in, that projected budget will go up accordingly.

The Board and EC have accepted signing the publishing contract.

As we look towards moving, we will be moving our archives to a different longterm facility. Harvard would take custody of the archives, though ASOR maintains ownership.

4. Office Updates

Susan – We are moving to Alexandria this summer. August 1st is the goal. We have been offered temporary space at the Virginia Theological Seminary. These offices come essentially set up with phones, furniture, etc. We will have this space through March 2019. During those eight months, we would look at market in Alexandria and raise money to buy a space. As Andy mentioned we have asked current staff if they would like to move. Only Marta is going to do that. We will be looking at building up staff in Alexandria. The two staffs will be overlapping at least until the end of December.

Andy – The staff and I have been discussing the logistics. We are working on moving the archives to Harvard and moving publications to University of Chicago Press.

