

Executive Director's Bi-Annual Report – Nov 2016

(I have highlighted in yellow those elements where I would welcome Council's advice.)

Introduction:

With our strategic plan now in place, I list the major goals below and will try to touch on the progress we have made toward these 6 goals:

1. **MEETINGS/NETWORKING:** Create vibrant regular HSS meetings and facilitate networking through other associations and venues.
2. **PUBLICATIONS/STANDARDS:** Foster a publishing environment that promotes top-quality history of science scholarship in diverse media for diverse audiences.
3. **PROFESSIONAL DEVELOPMENT:** Support professional development of emerging history of science scholars in and outside the academy.
4. **BROADENING OUR REACH:** Promote general interest in history of science among educators at all levels and the public, in part by providing opportunities to scholars to expand their audiences and make their work more effective and relevant.
5. **ADVOCACY:** Promote history of science in the United States by advocating on behalf of the field and its practitioners to the public, to government officials, to universities, and to potential employers of historians of science; and support advocacy of history of science in other countries.
6. **MEMBERSHIP/GOVERNANCE:** Produce a sustainable governance and financial system for HSS that will promote a welcoming, culturally and internationally diverse and interdisciplinary organizational culture.

Overview:

We devoted the majority of our efforts over the past 6 months to the strategic plan, governance, the audit, and the annual meeting. The thorough restructuring of the statutes and bylaws this past year yielded two immediate benefits 1. We are now aligned with our new articles of incorporation (necessitated by changes in the laws of the District of Columbia), which have been approved by Council and will be presented to the members at this year's membership meeting and 2) The new bylaws incorporate the many elements of our strategic plan. We started with a bylaws template provided by our lawyer (eliminating references to statutes) with the goal of simplifying these governing rules, recognizing that any changes to them involved the onerous process of calling on the Council and membership to amend them. We subsequently created two new documents to complement the bylaws: a Policy Manual and a Procedures Manual. These two manuals provide the details that the Council needs to provide oversight of the HSS. Changes to them require Council approval. I have continued the process of revising our detailed Operations Manual, to be used by the officers and volunteers, so that it aligns with bylaws, policies, and procedures.

Personnel:

Greg Macklem (Society Coordinator) and Jessica Baron (Director of Media and Engagement) work with a variety of undergraduate and graduate students, the latter of which are paid by Notre Dame. We also welcomed a new contract bookkeeper to help us with reconciliations and financials, a move recommended by our auditors.

Greg continues to excel at managing the students. Due to the difficulty in securing graduate students, we plan to rely more on undergraduates to help us with the office's demands. As planned, we hired a meeting manager, Amy Hokkanen, to help with the conference details and free up Greg to do more with education and engagement. However, her hiring came very late in the game due to the adjusted finances with PSA and so Greg had little spare time for strategic planning. Our hope is that Amy will be able to take on more of the meeting as we look forward to Toronto in 2017. We will need to update our meeting software since much of Greg's effort is spent on the program and involves activities that could be automated.

To help us meet elements of our strategic plan, we increased Jessica's time with HSS from ¼ time to ½ time this past July (we share her time with the Reilly Center at Notre Dame). I am grateful to Anjan Chakravarty, Director

of the Reilly Center, for his help in readjusting Jessica's percentage commitment. In addition to her work with our Facebook page, and prize publicity, and revising our membership brochure, among others, she has devoted most of her time to the *Isis* companion piece, *Horus*, which we will discuss in Atlanta.

Goal 1: Meetings/Networking:

Annual Meetings

As of mid Oct, we had 553 registrants for Atlanta, 408 of which are members (74%). We had projected 650 but that number looks less likely. Our percentage of total members attending the meeting is in line with past years (currently 23%, compared to 26% in San Francisco and Chicago). Prior numbers appear below:

2014 Chicago, 2013 Boston, 2012 San Diego, 2011 Cleveland, 2010 Montréal, 2009 Phoenix, 2008 Pittsburgh, 2007 Crystal City

	2015	2014	2013	2012	2011	2010	2009	2008	2007
Regular Members:	411	374	394	286	284	298	279	323	375
Student members:	103	114	128	100	118	113	99	110	104
Non-members:	111	113	121	87	62	79	64	60	81
Student non-members:	47	63	56	49	22	42	18	40	46
Low-income/retired:	31	46	53	34	26	48	40	46	60
Exhibitors/Workers/Press:	73	75	90	52	49	56	63	57	50
*One day:	14	23	15	35	23	22	8	12	23
Administrative:				28 (includes those presenting at SHOT and/or 4S)					
Total	790	808	857	643	612	658	571	648	739

*One-day category not broken down between PSA and HSS for 2012 and earlier.

Local Arrangements Committees (LAC) Atlanta:

John Krige helped with local arrangements, with some assistance by Nick Wilding. John was generous with his time, helping with the site visit several years ago and providing important feedback on various aspects of the meeting, along with a Welcome to Atlanta piece for the *Newsletter*.

Submissions:

For Atlanta we received approximately 440 proposals, which includes posters. For comparison, we received 624 proposals for San Francisco, compared to the previous record number of 516 for Boston, when we celebrated the 100th anniversary of *Isis*. The acceptance rate for organized sessions, including roundtables, was 95%, up considerably from last year's 75%. The acceptance rate for individual papers was also higher, 70%, compared to 2015's (63%). I am immensely grateful to Brian Ogilvie and Sigrid Schmalzer for their work on the program.

Our separate call for posters, to try and energize that segment, saw a downturn from last year's 28 proposals to 10. I would like to thank Karen-Beth Scholthoff and Roger Turner for judging the poster submissions. Combining the Friday night reception with the poster event proved to be a success in San Francisco, and it is disappointing that we did not receive more poster submissions. Nevertheless, the session will be quite large since PSA will feature over 80 posters in their first ever call for posters.

Here are the proposal numbers from past year, which include posters, over 6 years:

San Francisco 624; Chicago 462; Boston 516; San Diego 353; Cleveland 464; Montréal 445

We offered sessions again on Thursday afternoon, to ease some of the pressure on the program space. This creates an unavoidable conflict with the Council meeting, which is unfortunate. The Atlanta conference has presented some special challenges. We will be meeting with PSA and with the Society for Literature, Science and the Arts

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in the same hotel. Greg and I have been in extended discussion with the PSA and SLSA representatives and have been on several site visits. Such meetings require hundreds of decisions, such as sharing a/v costs, coffee costs, wireless costs and other essentials associated with the meeting. I am hopeful that the extra effort will translate into a more dynamic conference (Strategic Goal 1).

Overall:

I continue to outsource portions of the meeting to conference professionals, to free up the time needed to implement the many components of the strategic plan. I have hired Craig Hendrick of Conference Direct to help with site selection and other duties (this is a no-cost move since he will work with hotel commissions). I had planned on drawing on past meeting excesses to pay for a meeting manager so that Greg could focus more on the strategic plan but, as mentioned above, the idea of a fund for meeting surpluses is being questioned by the Committee on Finance. Accordingly, we budgeted \$35,000 of Society funds to pay for a meeting manager. I delayed this hiring until we reached a resolution with PSA over the finances from the 2014 meeting. We have found someone, Amy Hokkanen, whom I think will work well but it was too late in the game to provide Greg much relief from the press of the meeting. Still, it is my hope that having Craig and Amy onsite will free him up to meet with others to organize strategies for education, engagement and other aspects of the strategic plan.

I have also begun a conversation with my colleagues at the ACLS about making sustainable meetings a higher priority for our societies. It is my hope that enough ACLS groups will recognize the value of measuring and mitigating our impact that we can join together and systematically embrace a sustainable model. I hope to have made some progress toward this goal of measuring and mitigating for the 2017 conference.

2017-2021:

For the next two years we are booked into downtown properties in interesting cities with good union records and easy air access. All rates listed below are confirmed amounts, and by using Starwood properties we received generous attrition allowances (i.e. the percentage of contracted rooms we must fill), Starwood Points to use for HSS business, rebates that will be measured in 5 figures, and other benefits. With the recent purchase of Starwood by Marriott, there will be some changes in our award points.

2017: Toronto, ON	Sheraton Centre	rooms \$169 CAD, student rooms \$150	LAC: Jamie Elwick
2018: Seattle, WA	Sheraton Seattle	rooms \$175, student rooms \$123	LAC: Bruce Hevly

I look forward to working with our partners at Utrecht in planning the 2019 conference. I visited the city this past July and am enormously grateful for the assistance provided by Bert Theunnisen of the Descartes Center and his assistant Ariane den Daas. We have tentatively set the dates for 7-11 Aug for the meeting. Given the difficulty our members have in attending a meeting in November, it is believed that a summer meeting would be more inviting. Unfortunately, the University does not have dorm space so we will have to use hotel space (August is the low season for hotel prices).

CoMP has asked that we meet with SHOT and 4S again, and I have been in discussion with their officers. We had settled on 2021 for a co-located meeting, but I have just learned that 4S is leaning towards meeting in Toronto in 2021, which makes co-location less likely. (Their meeting has also grown considerably since we last met together, in 2011 – they had 2000 attendees in Barcelona a couple of months ago.) I will move forward with SHOT for a possible co-located meeting in 2020 or 2021. For 2020, I will be looking at locations in the eastern part of the U.S. I would value Council's feedback regarding future meetings with PSA (we have no joint meetings planned after 2018). For 2021, I plan to focus on the Midwest. If we wish to continue to pursue international meetings, we should alert our membership so that they can prepare bids. This will require that we carefully describe what will be needed from a host, such as expected funding, time of year, local resources, etc.

Respectful Behavior Committee

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Chaired by Sally Kohlstedt, and joined by Mary Mitchell, Jan Golinski, Cathryn Carson, Marsha Richmond, Don Opitz, Karen Rader, and Jay Malone, the ad hoc committee for devising an enforcement mechanism for our respectful behavior policy met two times via Adobe Connect and will meet in person in Atlanta. The first meeting was spent with Anita Kelly, ombudsperson for sexual harassment at Notre Dame, who explained her role and emphasized to us the importance of definitions. The second meeting focused on legal concerns (how the Society can make sure that our policies align with statutes) and identifying a specific enforcement mechanism. This is a difficult topic with murky legal guidelines for an association like ours. The committee is proceeding carefully and will come to Council with some recommendations (I am deeply grateful for their efforts). Meanwhile, the approved policy from last year appears in the annual meeting program.

Somewhat related to this, is the Committee on Technology and Communication's efforts to devise a policy for use of social media at the annual meeting. I will make sure that our lawyer reviews both documents.

3 Societies Meeting, Edmonton

I attended the 2016 3-Societies meeting, which was hosted by the Canadian Society and headed by Lesley Cormack. The meeting took place on the campus of the University of Alberta and featured 3 plenaries, 56 sessions and 163 papers, 220 attendees from 18 countries, and an unparalleled opportunity (outside of our annual meeting) for me to meet with HSS members and discuss governance, which was especially useful as regards the strategic plan. Based on Council's motion to support travel to the meeting, we were able to award 8 grants worth \$7035. I am grateful to Jole Shackelford for serving as the HSS program chair.

Goal 2: Publications/Standards

Almost of the Executive Office's efforts in publications have been devoted to the *Isis* companion piece.

Goal 3: Professional Development

NASA Space History Fellowship

These grants are intended for students who are close to completion of their dissertation or recent graduates. We received just one application for the HSS/NASA fellowship, even though we advertised it widely. Since AHA and SHOT also offer NASA grants, and likewise have difficulty attracting applications, I asked them if we could include their applicants in our pool and they agreed (many times individuals apply for more than one grant). The lack of interest is a recurring challenge, and I had a long conversation with Bill Barry of NASA, along with my colleagues at AHA and SHOT, as we thought about ways to foster more scholarly work in aerospace history. We agreed that one possible path forward was to create a common pool and for AHA, HSS, and SHOT to contribute a member to the fellowship committee and that committee awards fellowships to the top 3 applicants. This change was approved by Council at its June virtual meeting.

Annual Meeting Travel Grants

We awarded 105 NSF travel grants to graduate students, independent scholars, and recent PhDs for Atlanta, totaling \$26,456. We are in the last year of the grants and were able to increase the overall amount awarded due to unexpended funds from the prior 2 years. The large number of awardees (compared to 69 awards in 2015) is due to that increased amount and the affordable air fare to Atlanta. We were also able to give awardees a much higher percentage of the travel costs than in prior years. Because the NSF grants may only be given to US citizens or those enrolled in US schools, we had planned to draw on past meeting excesses, per Council approval, to subsidize the costs of those who are ineligible for NSF stipends. That practice is now in question given the recommendation from Finance Committee that we not use carryovers. We accordingly were more conservative this year but, again, relatively affordable airfare to Atlanta meant that we did not have to turn anyone away and we awarded \$7,722 to 13 scholars, compared to \$10,618 and 34 presenters in 2015. In all, we helped 118 scholars to attend the 2016 meeting.

NSF Travel Grants

Reports from our sister societies who are a part of the NSF grants, which HSS administers (PSA, SHOT, International Society for the History, Philosophy, and Social Studies of Biology (ISHPSSB), the International Society for the History of Philosophy of Science (HOPOS), the American Society for Environmental History (ASEH), and the Society for Literature, Science and the Arts (SLSA)) indicate that the grants have contributed to the success of their meetings, especially by increasing the number of graduate students who are attending. I reported last time that the International Society for the Psychology of Science and Technology had missed their targeted biennial meeting date and faced an uncertain future. I have confirmed with their officers that there are no plans for future meetings and contacted Hasok Chang, president of the Integrated History and Philosophy of Science Group (&HPS), to see if they might benefit from the money that had been set aside for ISPST. He said they would and after receiving permission from Fred Kronz at NSF, I added them to our list. The permission came a bit too late for &HPS's meeting in Edinburgh, which I attended, but I reported to their governing board my intent to include the group in future grants and hope that they will be able to help us strengthen the International Union for the History and Philosophy of Science and Technology and its two divisions: the Division of the History of Science and Technology (DHST) and the Division of Logic, Methodology, and Philosophy of Science (DLMPS).

The current 3-year NSF grant is set to expire in June 2017. I applied for a new 3-year grant this past August and after receiving permission from Fred Kronz, included the American Association for the History of Medicine (AAHM) in the latest application, bringing the number of societies to 9. I also received the go ahead from Fred to include funding for the international congresses for DHST and DLMPS and hope that there will be funds available for DHST's 2017 meeting in Rio.

Goal 4: Broadening Our Reach

Elizabeth Paris Engagement Event

One of the goals for the Atlanta meeting was to engage individuals who do not typically attend HSS meetings. This year's event arose from a chance exchange with Gregg Mitman. When I learned that he has been working on a film on a Liberian scientific expedition, I thought it would make for an interesting engagement event in Atlanta, especially considering the large Liberian community there. Because he will be entering the film in competitions, he can only show clips. When discussing this with Dawn Digrius, chair of our Committee on Education and Engagement, she told me that she could show clips from her film on El Salvador and her use of STEM in the field. To round out the program, we were fortunate that Evelyn Hammonds agreed to discuss the workshops on STEM and minorities that she has been participating in for years. I hope that hosting the event at a historic African American church, located less than 3 blocks from the hotel, will encourage broad attendance.

Beginning in 2017, we will begin our practice of offering an Elizabeth Paris lecture in odd-numbered years. We are delighted that Alice Dreger has agreed to give the lecture at the Toronto meeting. This rotation was set up with the idea that we would focus on events in concert with JCSEPH in even-numbered years when we met with PSA.

Public engagement

The bulk of this kind of engagement currently falls under the Paris initiative, the Joint Caucus for Socially Engaged Philosophers and Historians of Science (JCSEPHS), the Committee on Education and Engagement, and the social media activities being managed by Jessica Baron. We have organized an oral history workshop, which I hope will be appealing to local teachers and historians, and I am grateful to Dave Caruso of the Chemical Heritage Foundation for leading this event.

Relations with Other Societies

The current membership of the IUHPST consortium, which comprises the US National Committee, is as follows: SHOT, PSA, HSS, HOPOS, ISH, and SLSA. We apportion the dues for IUHPS DHST, (\$4,000 US), and the Division of Methodology, Logic, and Philosophy of Science (DLMPS, \$2,400 US) according to the size of each society. The Consortium allows for continued US participation in the IUHPS and is an important outcome for the

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international community. With the upcoming meeting in Rio in 2017, we will see more activity surrounding the consortium. ISH will be meeting just prior to the Rio meeting so there will be an added opportunity to strengthen consortium ties.

I continue regular contact with the secretaries and officers of numerous societies, in addition to those who are involved in the travel grants: SHOT, PSA, AAHM, ACLS, AHA, NHA and many others. Much of this contact is facilitated by HSS's membership in the American Council of Learned Societies.

Goal 5: Advocacy

Committee on Advocacy

I am grateful that Marc Rothenberg has agreed to chair this committee. He and I were able to meet in Edmonton this past July to discuss the committee's priorities and how they align with the strategic plan. The committee will have its first meeting in Atlanta. The time seems ripe for our efforts given the Sept 2016 article in the *Atlantic*, "Why the U.S. President Needs a Council of Historians,"

(<http://www.theatlantic.com/magazine/archive/2016/09/dont-know-much-about-history/492746/>) and the subsequent letters to the editors (<http://www.theatlantic.com/magazine/archive/2016/11/the-conversation/501155/>) about the large number of historians already working in the government and the dangers inherent in such a Council becoming politicized.

I again participated in the National Humanities Alliance (NHA) business meeting and Humanities Advocacy Day in Washington this past March, visiting legislative aides from Indiana and Mississippi. Not only was I able to tell them about the importance of the humanities and the history of science, but Jessica Baron also advocated on our behalf as part of the social science advocacy day organized by the Consortium of Social Science Associations (she also received personal congratulations from our congressional representative for being a member of the 2016 class of Michiana's 40 under 40). The NHA and ACLS meetings, in particular, offer me multiple opportunities to meet with colleagues and to establish closer ties with other societies. Because advocacy is an important goal for our group, I hope to spend more time in contact with those involved in policy development and legislation.

Goal 6: Membership/Governance

Membership Development

I'm delighted that Erika Milam has agreed to chair our new Committee on Membership. She is joined by colleagues from around the world who work in different institutions, which will help us keep an eye on diversity in the HSS. The committee's first virtual meeting crackled with ideas, and Erika has created a list of priorities for the committee.

Jessica Baron's work as Director of Media and Engagement continues to raise our profile among our members via Twitter, Facebook, and other media (please see her report). With the cooperation of Anjan Chakravartty, Director of the Reilly Center, we increased her from ¼ time to ½ time, effective 1 July 2016 (she has a split appointment with the Reilly Center). She and I have been working on the engagement and publication parts of the strategic plan these past 12 months, and I believe that her proposal for the *Isis* companion piece, *Horus*, will address many of the elements of the plan.

Finances

We are in our second year with our new audit firm, Plante Moran. The FY16 audit proved much easier than the FY15 audit, a time-intensive effort brought about by changing firms and the prior firm being unable to provide us a final audit. Plante Moran continues to make suggestions for how we can improve our financial processes and safeguard the Society's finances. Some of those recommendations are in the audit report, and I encourage Council

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members to read it carefully. Our use of a part-time bookkeeper to begin FY17 has worked well, and her monthly reconciliations give us an extra layer of scrutiny. I am especially pleased that our ratio of programs to administration expenditures is approximately 9 to 1, meaning that almost 90% of our expenses are being devoted to programs. Because Council members had questions about restricted and board designated funds at the 2015 meeting, I urge you to pay special attention to Note 5 of the draft audit that is in your financial pages. Making sure that the HSS's finances are secure and being frugal are my highest priorities, and I am deeply grateful for the work of Adam and the Committee on Finances.

Nominating Committee

Fa-ti Fan chaired the Nominating Committee that secured the 2016 slate. I heard numerous comments that this was the most diverse body yet. This year's list, as well as last year's diverse make up, mark a welcome trend. The wholesale changes in this year's election, including the membership's election of Secretary, Treasurer, and the new position of Council Delegate, seems to have gone well – some 315 votes were cast, representing about 19% of the membership. I would like to see that percentage grow. As what happened in 2015, we had a tie for one of our positions, necessitating a run-off election. Some 225 members voted in that special election. Given the time and effort and the delay in announcing results required by a runoff election, I consulted with sister societies as to how they handle tied votes. Many of them decide with a coin flip but after consulting with our lawyer he said that unless this procedure is in our bylaws, he would recommend against it. Neither Roberts Rules of Order nor laws of the District of Columbia provide guidance on a tied election (email from Stephen Schaefer, 24 Oct 2016). He recommends the safest course as continuing our process of a run-off election, which is in our Policies Manual under Nominating Committee, article J, p. 9, line 11).

I am grateful to Fa-ti and the committee for their yeoman work on the slate and their gracious adaptation to the dramatic shift in procedures. One of the positive byproducts of this new process is a more up-to-date volunteer and committee list, which we hope will be of service to future nominating committees.

Program Continuity and Committee Oversight

After seeking feedback from the Committee on Education, we moved forward with renaming that group the Committee on Education and Engagement, with an emphasis on attracting K-12 educators. We have created a liaison with JCSEPHS, a position that Dawn Digrius has agreed to fill, and I have had several phone calls with Dawn over the last few months. The Committee on Publications is working toward implementation of some of the publication goals in the strategic plan, as is the Committee on Meetings and Programs, which has been overseeing the experimental formats for the annual meeting in hopes of increasing interaction among attendees. It is my hope that the newly created Committee on Membership, which will replace our Committee on Research and the Profession, can help us move forward with goals such as reassessing our dues structure, and that the Committee on Advocacy can aid us in sharing with policy makers, science writers, and the public the importance of the history of science. The Committee on Finance continues to operate under Adam's direction, and the Committee on Honors and Prizes, which is affected least by strategic planning is also working well, particularly in securing more Sarton and Hazen nominations for those prizes.

Web site:

We continue to transfer files to the new site, and we have added new features, such as a complete electronic archive of the HSS *Newsletter*. We also continue to refine the main page: the carousel of pictures from the annual meeting needs to be refreshed with other shots. Toward that end, I have hired a photographer, shared with PSA, who and a news feed that keeps the page interesting. We will continue to transfer lesser-used pages, and will try to add more features, such as highlighting IsisCB 2.0.

Newsletter:

In order to free Jessica Baron up for more elements of the strategic plan, I have been using one of our capable undergraduates to help assemble the *Newsletter*. The Member News, especially the In Memoriam section, seem to

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be accomplishing their goals of creating more solidarity among our group. I continue to explore with Jessica ways to integrate more of the *Newsletter* into the Web site and to make the content more accessible.

Forums and Caucuses

Our 8 forums are as follows: Forum for the History of Science in America (which is in the process of closing), Forum for History of Human Science, Earth and Environment Forum, Forum for the History of the Mathematical Sciences, Forum for the History of Science in Asia, Forum for the History of the Chemical Sciences, the Physical Sciences Forum and the Early Science Interest Group. Each group is engaged with a subset of the membership and is actively planning for events at the annual meeting, including prizes, lectures, lunches, and other special gatherings, creating an increased dynamism at the conferences.

The Women's Caucus breakfast was well attended with some 80 persons present (79 women, 1 man). They announced the awarding of 7 dependent care grants by the HSS (with one recipient announcing her gratitude that we term these "dependent care" and not child care grants), and several initiatives, including efforts to make syllabi more available. HSS at Work and the Graduate and Early Career Caucus continue to be active, and we hope to refine the mentorship process and partner with JCSEPHS in these efforts.

Misc.

I continue to serve on the HPS steering committee at Notre Dame and that experience has convinced me that we need to facilitate more interaction among the DGSs and program chairs in our community so that we have a better grasp of the field. Finding the time to do that, has been difficult.