

**45th Annual Byzantine Studies Conference
University of Wisconsin, Madison**

Governing Board Meeting of the Byzantine Studies Association of North America, Inc.

Thursday, October 17, 2019

7:30-9:30 PM

The University Club
803 State Street, Madison, WI 53703

Minutes (Approved 10/22/2020)

Attendance: Benjamin Anderson, Jennifer Ball, Elena Boeck, Darlene Brooks Hedstrom, Hannah Ewing (minutes), Cecily Hilsdale, Brad Hostetler, Young Kim, Tia Kolbaba, Leonora Neville, Galina Tirnanic, Betsy Williams

Regrets: Emmanuel Bourbouhakis, Stephen Rapp, Meredith Riedel, Alexander Riehle,

1. **Call to Order**
2. **Approval of Agenda**
Motion: Tia Kolbaba; seconded by Young Kim. Motion passed.
3. **Approval of Minutes of Governing Board Meetings held at the 44th BSC, San Antonio, TX**
Motion: Jenn Ball; seconded by Leonora Neville. Motion passed.
4. **Election of New Executive among Board Members**
Betsy steps down as treasurer. The rest of the executive is running again.
Motion to approve Tia Kolbaba as new Treasurer: Ben Anderson; seconded Cecily Hilsdale. Motion passed.

Officers' Reports

5. **President's Report** (Benjamin Anderson)

Necrology: Frank Metlar (Mike) Clover (1940-2019)
W. Eugene (Gene) Kleinbauer (1937-2019)
Ruth Macrides (1949-2019)
Father Robert Taft (1932-2018)
Speros Vryonis, Jr. (1928-2019)
Add: Marie Spiro (d. Oct. 2019)

Advocacy 1: BSANA-DO Liaison

- a) This revives a committee that existed in the past. Committee meets annually with the DO administration and the committee gives a report at the Business Lunch.
- b) The committee met at DO this year and will give a report at the Business lunch. Ben Anderson, as *ex officio* member of the committee, reported that topics of discussion included the vision for Byzantine Studies at DO, the editorship in Byzantine Studies, and the museum search in Byzantine studies.
- c) Board discussed the role of the program director and potential impact if terms of service are only for a few years—inability to plan symposia, etc.
- d) Value of BSANA-DO liaison committee underscored. Desire to maintain channels of communication reaffirmed.

Advocacy 2: Antiquities at Venizelou Station, Thessaloniki

- a) Received request that BSANA protest proposal to remove excavated material to museum. Propose that we support the initiative to keep the materials in situ and submit a joint letter with the IMCA.
 - a. Motion: Leonora Neville, seconded by Jenn Ball. Motion passed.

Future BSCs:

Cleveland 2020—Co-hosted Case Western & Cleveland Museum, Betsy Bolman.
Los Angeles 2021—Hosted by CMRS UCLA, Sharon Gerstel
Both of these locations have substantial financial commitments in place already.
Whither 2022?

- a) Discussion encouraging consideration of an East Coast location (ideally near transit hub), since recent BSCs have been properly widespread.
- b) Suggestion that we call for future hosts at the Business Lunch.

6. **Secretary's Report** (Hannah Ewing)

- a) We currently have around 900 members on the listserv & 7,000 followers on Facebook
- b) Since last BSC, over 140 messages on listserv; about stable from previous year.
- c) Strong encouragement to replace the Yahoo listserv—trouble sending attachments, some discontinued services, some new members have had trouble getting signed onto it.
- d) Encouragement of a newer website.

7. **Treasurer's Report** (Betsy Williams) (Full report attached)

- a) Discussion of how report marks a unique year: transferal of money sitting in PayPal account, one-time transfer from closing AIEB account (and notation of how in the

- future we will bear membership and delegate costs), and less Jaharis money due to unspent money in account.
- b) Membership dues were raised last year; lower member numbers. Results = roughly even membership-income with last year.
 - c) Note that graduate student costs are not predictable
 - d) Jones/Ballard report gives us facts about what to do with our money.

Committee Reports

8. **Nominating Committee Report** (Betsy Williams)

- a) Nominees for election to the board for 2019-2023:

Diliana Angelova, University of California, Berkeley (Art History)
 Dina Boero, The College of New Jersey (History)
 Theodore Christou, Queen's University (History)
 Lynn Jones, Florida State University (Art History)
 Fotini Kondyli, University of Virginia (Archaeology)
 Karin Krause, The University of Chicago (Art History)
 Byron MacDougall, Brown University (Literature)
 Margaret A. Schatkin, Boston College (Patristics)
 Alice Isabella Sullivan (University of Michigan)

- b) Discussion expressing approval of slate and encouraging that we channel the people who do not get elected this year into service on the Program Committee.

9. **Discussion of Program Committee 2020**

- a) Precedent has been to have chairs ask people to join. This year we also added an open call. New committee includes range of disciplines and stages of career.
- b) Question about graduate student who would like to join board; discussion about value of a PhD and conflict of interests over the graduate student prizes. Motion to formulate rule that graduate students not be eligible for the program committee: Galina Tirnanic; seconded by Tia Kolbaba.
- c) New program committee chair will be Christian Raffensperger

10. **Advocacy Committee Report** (Tia Kolbaba/Jenn Ball)

Proposed text of harassment policy: see *Appendix A*.

- a) Point is to raise awareness among members. Plan is to put the policy onto website. Has evolved from just sexual harassment to address any harassment, since this is how other organizations handled the issue.
- b) Motion for the board to approve the policy: Cecily Hilsdale, seconded by Young Kim. Motion passed. Will be presented to BSANA at the Business Lunch.

11. **Website Committee Report** (Emmanuel Bourbouhakis, in absentia)

- a) Report on new website quote/progress
- b) Discussion of current costs of existing website: domain, server. Questions on what current \$25/month covers in terms of maintenance.
- c) Discussion on moving forward with new website, based on quote. General approval to move forward on the new website (minus commitment to future maintenance), pending satisfactory answers to the following questions:
 - a. Is it possible to integrate the listserv and new website?
 - b. Is it possible to integrate PayPal for membership dues?
 - c. Is the hosting included in the quote?Galina offers to write Emmanuel, about these questions.

12. **Professional Development Committee / Jaharis Liaison Report** (Dar Brooks Hedstrom)

- a) Two panels at this BSC, with 28 grad students/recent PhDs registered + 5 additional students planning to come to the lunch panel on alternative careers. Breakfast on writing job letters has 19 registered students.
- b) Survey will follow events
- c) Betsy convinced Jaharis to cover recent PhDs (3 years out) in addition to graduate students.

New Business

13. **BSANA: Financial Health and Future Directions**

- a) Ballard / Jones Report: see *Appendix B*.
- b) Limited discussion of report:
 - a. Graduate student funding: Use of a form, inclusion of recent PhDs, need to “recalibrate the decision tree” to ensure effective use of money. Tia proposes to write a draft of form.
 - b. Inclusion of contingent faculty discussed
 - c. Exploration of how much spending is sustainable
- c) Motion 1: Tia creates form for request for travel grants. Restricted to individuals without institutional funding, includes post-PhDs.
 - a. Proposed: Ben; seconded, Cicely. Motion passed.
- d) Motion 2: If more than \$10K spent, revisit system and recalibrate to lower spending.
 - a. Proposed: Ben; seconded Jenn. Motion passed.
- e) Other: Hannah will take over from Jenn for BSC 2019 survey.

14. **Planned Adjournment by 9:30 PM**

Proposed: Ben; seconded Young.

Appendix A

Proposal: BSANA Harassment policy DRAFT, rev. 6/5/19 Kolbaba*

Tia Kolbaba, Brad Hostetler, Jennifer Ball

At its October 2019 meeting, the BSANA Governing Board adopted a policy condemning harassment of any nature in academic settings hosted or sponsored by BSANA. This statement is designed to elevate members' awareness of the range of behaviors that can be described as harassment, and to articulate BSANA's own commitment to ensuring that its own activities and operations are free from the pernicious effects of such behavior.

The Byzantine Studies Association of North America is committed to creating and maintaining a harassment-free environment for all participants in the Association's activities. All members and participants, including contractors, vendors, volunteers, and guests, are expected to engage in consensual and respectful behavior and to preserve academic standards of professionalism at all times. The following policy pertains to all officially sanctioned BSANA events, including, but not limited to, the Byzantine Studies Conference, meetings, and other activities, whether in person, by telephone, or through electronic communication.

BSANA will not tolerate sexual or other forms of harassment in any setting. Harassment includes all behavior that prevents or impairs an individual's full enjoyment of educational or workplace rights, benefits, environments, or opportunities. These behaviors include but are not limited to:

- **PERSONAL HARASSMENT**
 - sexist remarks, jokes, or behavior
 - intimidating, harassing, abusive, derogatory or demeaning speech or actions, including stalking, insults, and lewd remarks or conduct
 - harassing photography or recording, including visual displays of degrading sexual images or pornography
 - sexual innuendos, request for sexual favors, and unwelcome sexual advances, both verbal and physical
 - unwelcome solicitation of emotional or physical intimacy
 - threats or actions that cause or threaten personal harm, including attempted or completed physical sexual assault

- **PROFESSIONAL HARASSMENT**
 - threats or actions that cause or threaten professional harm, punishment or retaliation
 - sustained, unprofessional disruption of talks or other events
 - prejudicial actions or comments that coerce others, foment broad hostility or otherwise undermine professional equity or the principles of free academic exchange
 - the use of professional authority to inappropriately draw attention to the gender, sexuality or sexual orientation of an employee, colleague, or student
 - pressure to accept unwelcome social invitations

Such examples are illustrative, not exhaustive. These behaviors are considered harassment and other verbal or physical conduct of a sexual nature constitute sexual harassment when "such conduct is unwanted, including situations in which (i) the request or conduct involves any implied or expressed promise of professional reward for complying; or (ii) the request or conduct involves any implied or expressed threat of reprisal or denial of opportunity for refusing to comply; or (iii) the request or conduct results in what reasonably may be perceived as a hostile or intimidating environment. Sexual harassment does not refer to occasional compliments of a socially acceptable nature or consensual personal and social relationships without a discriminatory effect. It refers to behavior that reasonably situated persons would regard as not welcome and as personally intimidating, hostile, or offensive." [1] While harassment, sexual and otherwise, most often occurs between persons of unequal professional status, it can also occur between persons of the same status.

According to the United States Equal Employment Opportunity Commission (EEOC) guidelines, the victim of harassment can be anyone affected by the offensive conduct, not just the individual at whom the conduct is directed. [2]

Any person who has been harassed verbally [3] or physically assaulted should contact law enforcement officials immediately. If an incident of harassment occurs at a BSANA sanctioned activity, the complaint can be reported to a member of the Governing Board, at which point the matter may be investigated. The Governing Board reserves the right to take any action it deems appropriate. This includes without limitation: (i) removing an individual from the BSANA sanctioned event without a refund, (ii) sending a letter of warning, (iii) forbidding participation in BSANA events for a specified period of time, (iv) removing an individual from elected or appointed position(s), (v) revoking an individual's BSANA membership, and/or (vi) striking the name of a prize-winner from the list of winners. In all cases, reporting in a timely fashion is most effective and productive. Reporting harassment or professional misconduct in bad faith or retaliating against someone for reporting harassment or professional misconduct will be considered harassment and handled as such. [4]

This policy will be clearly and prominently displayed on the BSANA website. All participants in the annual Byzantine Studies Conference will be required to acknowledge the policy and their willingness to abide by it as part of the registration process.

*This statement was developed in consultation with similar policies adopted by the American Academy of Religion, the American Historical Association, the Renaissance Society of America, and the Society for Biblical Literature.

[1] Society for Biblical Literature, SBL Professional Conduct Policy, https://www.sbl-site.org/assets/pdfs/Meetings/Professional_Conduct_Policy.pdf

[2] <https://www.eeoc.gov/laws/types/harassment.cfm>

[3] In most states, "harassment" rises to the level of a misdemeanor or crime if one person threatens another with bodily harm or destruction of property, and if the person threatened has a reasonable fear that the threat will be carried out.

[4] Most of this section is quoted/paraphrased from the RSA procedures: <https://www.rsa.org/page/rsapcc>

Appendix B

To the members of the Board and the membership of BSANA,

Managing our money: Budget and Goals

At the 2018 business meeting there were questions and concerns over the amount BSANA currently has in the bank, approximately 100K. Members were divided on the amount we should save to ensure financial stability in the face of dwindling membership numbers, and how much we should spend on graduate students. It was clear that the goal of both sides was to raise membership and continue to support graduate students. At the 2018 business meeting I was given approval to seek financial advice. I consulted B. David Ballard, Senior Economist at GRA, Inc., who works with the FAA and NASA. He agreed to take a look at our finances, pro-bono. The following is a proposal for a 3-year plan (David), and thoughts (me, serving as institutional memory) on how to both grow the membership and support graduate students.

BSANA's operating budget is relatively small and relatively stable. Income can be boosted by increasing the amount of full memberships to \$65. BSANA is also encouraged to offer multiple-year memberships, a practice which has resulted in increased membership numbers in our larger sister organizations. BSANA's bottom line can safely drop to, and remain at, 50K, or approximately half of our current funds.

Small reductions can be made. An obvious example is the reduction or elimination of reimbursement for the Board dinner. Other suggested ways to maximize funds are detailed below, including the adjustment of graduate prizes to in-lieu-of awards. These adjustments will optimize our funds, and allow us to focus on our financial goals.

If we want to increase membership, we must have a plan that can be implemented for a minimum of 3 years; changing the ways we disperse funds every year does not allow for the tracking of results. Frequent changes in funding also confuse and alienate members, graduate students in particular.

We suggest the following 3-year plan, which would see the total investment of 30K paid out at 10K per year. The saying "you've got to spend money to make money" is appropriate here.

3-year plan:

1st Year: Devote 10K to the following:

- 1) All graduates giving papers will be reimbursed for transportation with a cap of \$500, upon receipt of a letter from their department Chair confirming that their home institution does not offer reimbursement sufficient to cover costs. The Board could also look into ways that such reimbursements might be given prior to the conference, as grad students tend to be cash poor.
- 2) All graduates attending but not giving papers can apply for \$150 grants. Membership can discuss whether departmental chair letters are needed here.

3) Graduate Prizes: All prize winners receive a letter from the President of BSANA congratulating them and confirming their achievement. All prize winners receive free registration to the next BSC and one year of free membership. Membership can consider additional in-lieu-of recognitions, such as a presentation of newly-published books.

4) A committee/committee member/s should be appointed to keep track of our graduate population each year: what percentage are repeats from the previous years; what percentage attend but do not present papers. We can do more to advertise the ways in we support graduates with events such as the Jaharis breakfast, and the graduate lunch.

5) The membership should consider reverting to a two-tier abstract submission process, 1 for graduates and 1 for everyone else. Putting a cap on graduate papers at 35% would ensure that quality remains high, and would add prestige to an already prestigious venue. The membership committee should emphasize the many ways in which a graduate, giving a paper to an audience of Byzantinists (writ large), experiences a unique opportunity for feedback and networking not possible at any other venue, be it a graduate symposium or a yearly conference, such as Kalamazoo. Fliers can easily be made and sent to membership for distribution. This is an overlooked opportunity. Making paper acceptance more rigorous--by identifying graduate abstracts and putting a cap on acceptance-- would increase the value of our conference in the eyes of graduate students.

6) Focusing on graduates as future members will be most effective if the Board and the Local Arrangement Committee work hand in hand--perhaps a liaison could be appointed. The Local Arrangements Committee should ensure that there are reduced graduate registration rates, reduced cost for other events such as the Business Lunch, and commit to finding conference housing that is geared to graduate budgets. Graduates at the host institution could serve as primary contacts for graduate attendees and presenters--perhaps free registration could be provided to them in lieu of payment for this service. Host institution graduate students could offer transportation, make recommendation on lodging, etc. Such interactions would increase a sense of community amongst the graduate cohort, and thus increase repeat attendance and ultimately underscore the value of membership. The long-term goal is to facilitate the employment of our graduate members, and to ensure that once they are making a livable wage, they will value and support BSANA at the regular membership level.

2nd Year: Review of results from previous year, continued expenditure of up to 10K.

The Board will appoint member/s to review the data from the first year, including but not limited to: total number of graduates attending, total number of graduates presenting, total number and amount of grad presenters who were granted travel funds, total number of grads not presenting who were granted \$150.

For membership in all other categories: what percentage attend, and why? What percentage also donate, and in what amounts? What percentage attended the previous year, whether they presented or not? Other breakdowns can be tracked to give us a better sense of why people are,

or are not, attending. More effective plans to increase membership and donations can be put in place.

3rd year: Continued investment of 10K.

At this point we should begin to see results from our investment in graduate students, and have a better idea of the ways in which we can encourage membership and attendance in our regular members. At this time, the plan should be evaluated, and the Board and membership should discuss whether to continue or to pursue other models for growth. BSANA will remain well-cushioned with 50K in funds; if yearly expenditures remain within 1K of yearly income, we will remain financially stable until the balance is 20K.

Respectfully,

B. David Ballard
Lynn Jones

September 9, 2019