

**Secretaries Report to the BSA Council**  
**Minutes of the Executive Committee Meeting, Botanical Society of**  
**America, April 3-4, 2004, held at BSA Offices at the Missouri Botanical**  
**Garden, St. Louis Missouri**

Attendees:

Joseph E. Armstrong, Treasurer  
Bill Dahl, Executive Director  
Pamela K. Diggle, Council Representative  
Linda E. Graham, President  
Wanda Lovan, Administrative Coordinator  
Jeffery M. Osborn, Program Director  
Scott D. Russell, Immediate Past President  
Allison A. Snow, President Elect  
Johanne Stogran, Meeting Manager  
David M. Spooner, Secretary, recorder for the meeting

Linda Graham called the meeting to order at 9:00 AM, April 3

Linda Graham made a motion to approve minutes of the last meeting, seconded by Joseph Armstrong; the motion was unanimously approved.

**President's Report (Linda Graham)**

- Linda Graham read the President's report. This report indicated that new chairs for each BSA committee were sent a formal letter that provided a committee charge, based on EC discussions, and suggested future directions. In the letters, committee chairs were asked to provide a mid-year report on their committee's activities, for review by the EC at its spring meeting. Chairs were reminded in March that reports would be appreciated, and several reports were received (appended). All those assigned to new chairs accepted these positions. All new committee members are on the BSA website.
- The Charles Edwin Bessey Award (for teaching) was established and promoted to a society award. A Bessey Award committee was established and a summary statement on award specifics and current nominees are now being evaluated.
- At the request of a BSA member, Linda Graham wrote a letter to nominate Charles Edwin Bessey to the Nebraska Hall of Fame.
- A Chair for the Centennial Committee was established and Jack Horner accepted the Chair assignment. Jack Horner is also the Chair of the BSA Financial Advisory Committee. It is proposed that a committee within the BSA write a history of our society. The BSA archives currently are held at the University of Texas and these are being transferred to the Missouri Office. The Missouri Botanical Garden archivist offered to help us with this transfer and to file the archives there. Linda Graham recommended that we hire someone to go through

the archives. Jeff Osborn moved that the sections also be invited to transfer their archives. Joseph Armstrong recommended that we ask the Missouri Botanical Garden archivist what was important to keep.

- Linda communicated with Mycological Society of America officers regarding a possible joint annual meeting.
- There was a recent Council of Scientific Society Presidents (CSSP) meeting in February that discussed all aspects of the society including publications, grants, public policy, and meetings with Congressional Representatives. We pay a \$400/year membership to the CSSP and we must pay more to attend the meetings. CSSP publishes a directory of presidents of these societies. Linda Graham suggested that we continue to attend. CSSP distributes useful information such as retention of society memberships, electronic voting for society business, journal pricing, and other items of interest to the BSA. There are fall (Nov.) and spring (May) meetings. BSA attendance at CSSP meetings puts BSA public policy concerns in white papers that are accessible to legislators, giving BSA policy statements impact. A recommendation was made that the BSA President goes to one of the meetings, and the BSA Executive Director to the other one. Joe Armstrong recommended a separate membership category for other BSA Sections so that we have greater society representation. Linda Graham suggested that we link the BSA and CSS websites. We can purchase science teacher addresses from CSSP and use these for the BSA to invite teachers. Scott Russell suggested that we provide a means in the future that will allow teachers who attend BSA events to earn professional in-service credit.
- While attending the November CSSP meeting, Linda Graham met with leaders of the National Science Teachers Association (NSTA) and National Assoc. Biology Teachers (NABT). NSTA publishes four journals and they accept ads. We could use these to attract teachers to BSA annual meetings. Linda suggested having a BSA representative attend a NSTA meeting and giving this idea to the BSA Education Committee.
- Linda Graham, Judy Jernstedt and Joseph Armstrong evaluated Bill Dahl and staff at the Missouri BSA office, and surveyed the BSA EC and BSA Committee Chairs as well for this evaluation. Linda wrote a summary of the meeting, and salary increases were discussed. Joe Armstrong wrote an evaluation summary letter to Bill Dahl.
- Linda Graham indicated that over the past year she has been contacted for ten tenure evaluations and suggested that this effort may be related to her position as BSA President.
- Scott Russell moved that we accept the President's report; Bill Dahl seconded. The report was accepted.

#### **Past President's report (Scott Russell)**

- Abstracts are all in for the Plenary Symposium.

- Nineteen applications are all in for the Young Botanist's Award. Four "Certificates of Recognition" were awarded, fourteen "Certificates of Special Achievement" and one "Honorary Certificate of Recognition." The honorary award was given to a high school student. We have always intended this to be an award to undergraduate baccalaureate degree recipients and candidates and we are therefore rewording the award documents to prevent future applications from high school students.
- Scott suggested that Young Botanist's Award becomes responsibility of the BSA Council Representative.
- BSA may have as many as 50 living corresponding members, who are defined as outstanding botanical scientists living and working outside of the U.S. One corresponding member has passed away in the past year (Professor Alicia Lourteig), creating one opening for 2004. Dossiers for corresponding members are due June 1.
- Scott attended a High Wire Press meeting. Allen Press generates SGML and PDF files and sends a CD to High Wire Press for publication of electronic files for the Journal. We are exploring renegotiating this as HWP now offers SGML distillation from PDF files, which could cut cost of SGML files to a fraction of Allen Press costs. New options in the basic service plan for 2004 will be decided by Bill, Scott and Judy via conference call; options requiring money (if any) will be forwarded to the EC for approval.
- Intel Company invited BSA representatives to serve as botany judges for the 12 Intel Special Awards at the Intel International Science and Engineering Fair (ISEF) in Portland, Oregon, May 10-14, 2004. Scott Russell and Jenny Richards will be going. Jeff Osborn moved to provide BSA memberships for five years to Intel award winners. There are 80 botany participants per year at these ISEF competitions. Seconded by Linda Graham. Jeff Osborn moves that the logistics of the young botanists, and Intel awards, and corresponding members be coordinated through this office and to have an electronic five year membership in BSA for the Intel botany winners. Approved unanimously.

#### **President Elect's Report (Allison Snow)**

- Allison Snow is the incoming Chair of the Committee on Committees. She asked for advice on how to perform her duties for this position. Recommended appointments for committees are still in progress. The EC votes on these recommendations and then the BSA President formally appoints committee members and chairs.
- Allison attended the last American Institute of Biological Science (publishes *Bioscience*) meeting. AIBS represents 275,000 professional society biologists and they are a very effective lobbying organization. They also have a one-day policy meeting and a two-day scientific meeting on specific themes. Bill Dahl has been to past meetings and we have a strong association with them. Bill is exploring meeting with other societies (his report is below).

- Allison sent in her abstract for the President Elect's address. She will talk on "Botany in the News" and discuss how to be effective in a public arena. She asked for examples of our members in the news.

### **Secretary's Report (David Spooner)**

- David Spooner printed all correspondence among members of the EC these last six months and has organized it into a binder, with tabs delimiting the following items:
  - AAAS Financial Advisory Committee report
  - Agenda Items
  - AJB membership
  - AJB accounting sheets
  - Bailey Symposium
  - Bessey Report
  - Botany consultant's documents
  - BSA archives
  - BSA awards documents
  - BSA miscellaneous items
  - BSA Office monthly reports
  - BSA poster
  - BSA Section Evaluations
  - BSA-AABGA collaboration
  - Budget report
  - Centennial Planning Committee report
  - Conservation Committee report
  - Corresponding Member nominations
  - DC Principles
  - Election Committee reports
  - Evolution controversy documents
  - False advertisements attributed to the BSA
  - Historical Section report
  - ISU herbarium documents
  - Joint meetings of the BSA and other societies
  - Karling awards
  - President's report
  - Publications Committee report
  - Secretary duties
  - Secretary report
  - Teaching standards
  - Webmaster report
- Spooner initiated a BSA Special Merit Award for Christiane Anderson, Editor-in-Chief of Systematic Botany Monographs. In conjunction with the President of the American Society of Plant Taxonomists (Lucinda McDade) and BSA Systematic

Botany Section Chair Wayne Elisens, solicitations were sent to all authors of the 68 volumes of Systematic Botany, and all institutional subscribers, requesting: 1) their presence at the BSA Awards Banquet, 2) a contribution to a fund to insuring the continued financial health of Systematic Botany.

- Last October 31 Dill Dahl sent a letter to BSA members to distribute a Botanical Society of America poster and associated “tear away” information slips in their respective departments. Spooner mailed these fliers to all 32 University of Wisconsin Branch Campuses.

### **Treasurer’s report (Joseph Armstrong)**

- Joseph Armstrong reported that the BSA’s finances were in very good shape and that we had sufficient funds for initiatives.
- The BSA endowment has \$2.1 Million, close to its highest level in the history of the Society. This is up since the last 12 months. Later in the meeting there will be action items on investment.
- Bill Dahl suggested that we build an endowment for possible hard financial times.
- The BSA section allotment is \$1,150.00 per section, or \$400 for low activity levels based on papers or posters. We should consider a modest increase.
- The majority of the funds were used for symposia and special speakers, but some were used for sectional socials.
- We did not pay any federal income tax this year.
- Armstrong reported that we are reviewing our investment portfolio to make sure that we have socially conscious investments.
- The annual budget currently is being put together by Joseph Armstrong and Bill Dahl and the final budget will be voted on at the annual meeting. We currently are considering a calendar year based fiscal year and this will be brought up at the annual meeting.
- Armstrong is participating in National Public Radio locally; programs currently under development. The National Public Radio cooperator is helping us on a marketing plan. Armstrong will have pilot clips for us for consideration at the Annual Meeting.
- Marsha Sundberg and Armstrong are discussing developing a plant education journal. An on-line publishing model is being considered. Cell Biology published a similar on-line journal called “Cell Biology Education.”
- Armstrong is working on an “ask a botanist question.” David Spooner suggested that we collect membership expertise and place botanical experts contact data on the BSA website. Linda Graham amended the motion that we await a statement by Bill Dahl on how we will use this information and the EC will vote on this via email.

**Program Director (Jeffery Osborn) and Meeting Manager (Johanne Stogran)**

2004 Meeting

- The 2004 meeting theme will be *Adapting to the peaks*.
- Jeffrey Osborn visited the 2004 meeting site at Snowbird Utah and reported that it will be a great meeting venue.
- Osborn indicated that Rita Caldwell, past Director of NSF, will be the plenary speaker. He asked for suggested topics for Caldwell's talk. Pamela Diggle asked that Caldwell address the need for a balance of large mega-projects vs. smaller individual projects.
- An *Annals of Botany* representative gave an invited lecture at last year's BSA meeting.
- The 2003 annual meeting had 14 symposia and colloquia, eight workshops, 14 field trips, and ten local tours. There was a good spectrum of talks.
- A call for recent topics posters will be made in the spring mailing.

2005 meeting (Austin Texas, Aug 5-12)

- Karl Niklas will give the *Annals of Botany* invited lecture this year entitled *Plant allometry: is there a global theory?*
- Eugene Scott will speak on the evolution debate.
- We seek a theme for the meeting, but Jeffrey Osborn questioned the need for a theme at all. The "theme" concept is intended to highlight the meeting location or to be a separate programmatic theme. We need to invite other societies. In addition to the regular participating societies we should invite the Mexican Botanical Society.
- The conference hotel is a bargain because of free meeting space and reduced audiovisual rates and meal costs.
- The 2005 meeting will likely to be smaller than other meetings because of competition from the International Botanical Congress.
- Linda Graham indicated that because of reduced attendance of typical attendees in 2005 that we should focus on teachers to boost attendance. Because of this we need to begin planning right away. She suggested that we contact teachers at the University of Texas in Austin to get some programs set up that attract teachers. Joseph Armstrong suggested that we contact the Lady Bird Johnson Wildflower Center for this outreach programming as well.

2006 meeting

Three places are being considered:

- California State University, Chico California, yet this is 90 miles away from the Sacramento airport. Having a guided tour bus ride would make this more attractive.
- Iowa State University, Ames Iowa, where we met eleven years ago, and we could not get the new conference hotel as the venue in 2006.
- University of California at Davis (we met there in 1988).
- Allison Snow made a motion to hold the 2006 meeting at Chico California; Russell seconded. Voted unanimously.
- We are negotiating with Ecology Society of America for a joint meeting in 2007
- We will meet somewhere in Canada in 2008.
- Osborn argued that our joint meetings should be driven by science, not by other factors as costs.

**Executive Director's and Webmaster's report (Bill Dahl, Wanda Lovan, Johanne Stogran)**

- Bill Dahl thanked Johanne Stogran and Wanda Lovan for exemplary service.
- BSA is in good financial shape.
- Our main income source is *American Journal of Botany* institutional subscriptions, yet the individual subscriptions are subsidized. The true costs of the print version is \$175. The current institutional rate is \$435. Bill Dahl suggested discussing the pricing policy more for journal and for membership costs.
- Bill Dahl suggested that we increase the regular membership fee from \$50 to \$55, and the family membership fee from \$30 to \$35. The BSA rules state that the EC can increase the subscription fees, but only members voting at the annual general business meeting can increase the membership fees.
- Institutional print subscriptions receive online access to *American Journal of Botany* included in their subscription fee. At present our access rate from these institutions is 40% because they do not activate their subscription. This can be because their agent does not notify them or because they do not pay attention to instructions. The BSA office will begin activating the IP addresses for paid institutional subscribers on our own.
- Joseph Armstrong and Bill Dahl moved \$300,000 be moved out of the current active account and placed into an endowment account. This places us close to \$2.4 million. Seconded by Linda Graham. Unanimously approved.
- BSA Systems and Audit is done by *Quickbook* and this is an integrated BSA office wide system.
- We discussed the efficiency of continuing with Mary Dawson, an accountant in California. All agreed that she was a cost-effective employee.

- Bill Dahl discussed the possibility of funding special projects, such as updating *Careers in Botany* and Web-based educational programs. He indicated that he will schedule lunches at the 2004 Annual meeting to get committee members to discuss these initiatives. He indicated that these should be placed in a PDF format and these could be cheaply distributed via the web. Linda Graham asked the EC members to send Dahl photos to update the *Careers in Botany* booklet.
- Awards update: All of the awards materials have been sent out to the committees for consideration.
- Bill Dahl indicated that we are trying to get the spring mailing out very soon so he requested any information from the EC to be part of this.

#### **Council representatives report (Pamela Diggle)**

- Linda Graham asked Pamela Diggle to coordinate scheduling BSA members to attend to the BSA booth.

#### **AAAS Representative's Report (Linda Graham)**

- The AAAS effectively influences public policy.
- Linda Graham attended two AAAS meetings, and it was clear via a sign-up sheet that BSA was represented.
- Linda Graham gathered the CV's of the four past presidents of BSA and suggested them as AAAS Fellows. This is important because there is a fellows only breakfast and there is a special lecture and a nice ceremony. She recommended that we continue to do this. Next year's meeting is in Wash DC and Linda will ask a local BSA member who has served as AAAS representative in the past to attend this meeting as her substitute, as a way of conserving BSA funds.
- At the AAAS Biological Sciences Section meeting, Linda Graham suggested BSA members as special speakers for 2005 AAAS symposia. This is important also because there are science writers there and it adds visibility to our society.

#### **Old AAAS Business**

- Already covered above under the President's Report.

#### **New Business**

Linda Graham and Bill Armstrong and William Dahl developed a new system to evaluate the Executive Director. Linda Graham presented these recommendations to the EC. The recommendation is that the evaluation be done at the annual meeting. The procedure would be that the evaluation committee (the current President, President Elect, Treasurer) solicit comments from committee chairs, other EC members, BSA Council members, the AJB Editor-in-Chief, the AJB office staff and Mary Dawson, and the Plant Science Bulletin Editor. A summary document written by the President would then be deposited in the BSA office and the Missouri Botanical Garden Office. The treasurer would then

draft a salary increase letter after the budget is finalized and coordinated with Missouri Botanical Garden administrative and salary procedures. In addition, every three years there would be a more detailed retrospective evaluation for the Executive Director. It was pointed out that the annual meeting is a very busy time and a mid-year meeting would be a better time for the evaluation of the Executive Director. We came to a consensus that this year we evaluate the Executive Director at the annual meeting but that we would later consider a possible mid-year evaluation. Jeffrey Osborn suggested that we come up with a standard evaluation form to send out to members, and he agreed to draft this form and get comments on it by Linda Graham and Joseph Armstrong. Scott Russell moved that Jeffrey Osborn's motion be adopted; Allison Snow seconded. Adopted unanimously.

Adjourned at 5:30 PM.

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**Reconvened at April 4, 8:30 AM**

### **Committee Reports**

#### **American Association of Botanic Gardens and Arboreta (AABGA)**

The American Association of Botanic Gardens and Arboreta is like AIBS in that it is an association of many organizations. We have a lot in common with some of their members but they may see no immediate benefit to meeting with us. They have no meetings per-se and may or may not see an advantage in joint meetings. This possible collaboration has been discussed in the EC for years and has not gone anywhere yet, so this may not ever go anywhere. There is a new Executive Director of AABGA and Bill Dahl will make a contact with him next time he goes to Washington DC (their office is in Delaware). Joseph Armstrong suggested that we may advertise to AABGA members and stimulate regional collaborations. Linda Graham asked for a new co-chair for this contact initiative. Scott Russell suggested letting the BSA and AABGA Executive Directors meet and see where it goes from there.

#### **Financial Advisory Committee (Jack Horner)**

Jack Horner provided a Financial Advisory Committee report that is a formal document to insure that our investments are inspected for undesirable investments. We have a BSA statement on our investment policy and Jack Horner's document just adds to this. This document does not go into specifics into how we will review our investments, but it sets the tone and principle of how we will review our investments. A problem in such a statement is that some conglomerate investments are multi-faceted and it is hard to review them in a detailed way. We decided that this financial report and others will not necessarily be posted on the web but placed in the BSA archives. Linda Graham suggested that we revisit the public availability of reports at the next EC meeting.

### **BSA Publication Committee (Andrea Schwarzbach)**

- The Plant Science Bulletin Editor search is going well but is still in progress. We will discuss this more at the annual EC meeting.
- We need to discuss the need for more topic headings in BSA (as evo-devo, functional plant genomics). The ultimate goal is to diversify the submissions to *American Journal of Botany*. Allison Snow and Joseph Armstrong supported new subject headings. Scott Russell suggested that this is more a publications committee role than an EC role. Linda Graham will communicate this discussion to incoming *American Journal of Botany* Editor-in-Chief Judy Jernstedt and suggest that special issues of the journal or new subject headings may be appropriate. We are concerned about a disciplinary drift in the journal and will try to diversify.
- The American Society of Plant Biologists has an arrangement with private publishers to co-sponsor books in the production stage and to share royalties. The Publications Committee decided to not proceed on this idea.

### **Conservation Committee (Nancy Morin)**

- The Conservation Committee is beginning the development of a website showing useful references and authorities (books, websites, people) for each state on conservation issues. We discussed the solicitation of the payment of an honorarium for a white paper requested on this topic, and expanded the honorarium amount to white papers in general. An amount of \$300-\$500 was suggested. Scott Russell pointed out the utility of a BSA position paper using Joseph Armstrong's evolution position paper and the impact it had in changing legislation in the Texas Legislature. Scott Russell suggested that the conservation committee consider drafting a white paper that may have similar impact. Linda Graham alternatively suggested a meeting be set up with the Conservation Committee at our annual meeting. Bill Dahl indicated that he will help schedule relevant committee meetings at the next EC meeting in Snowbird. Allison Snow suggested that we encourage a limit of five pages because longer papers will not be effectively read by most people. Linda Graham suggested even one page was a practical effective page limit for some topics. Jeffrey Osborn suggested that white papers undergo some formalized peer review.

### **Committee Chairs (Allison Snow)**

- Allison Snow reviewed the BSA committees and their chairs (Committee on Committees, Financial Advisory Committee, Annual Meeting Program Committee, Archives and History, Conservation, Education, Election, Membership and Appraisal, Publications, Webpage, Corresponding Members, Merit Awards, Darbaker Prize, Esau Award, BSA Graduate Student Awards, Moseley Award, Pelton Award, BSA Centennial Planning, Committee on Exploring collaboration between AABGA and BSA) The EC provided her with advice on members or chairs for these committees.

**Theme for 2005 meeting**

- Graham suggested “Learning from Plants.”

**Future Initiatives**

- We discussed a list of high priority future initiatives. We began with a list of past initiatives assembled by Jeffrey Osborn from past EC meetings that focused on Education and Membership. Jeffrey Osborn thinks it is more productive to give this list to the individual committees. Linda Graham countered that this list arose from the committees and it is the EC charge to move with this list. She wishes to make this a major thrust of the Presidential letter sent out in the spring mailing. Jeffrey Osborn suggested that we poll the membership on priorities.
- A suggestion was made to the Public Policy Committee that we better interact with our sister agencies who are involved with public policy.

The first EC meeting at Snowbird will be Saturday night.

Adjourned at 11:00 AM.