# SSRIC MEETING MINUTES

**Friday, April 28, 2017**

**California State University, Fresno**

2017-04-28: Spring 2017

Minutes, SSRIC Spring Meeting

Submitted by: Stafford Cox

Friday, April 28, 2017, 9:15 am
Host Campus: California State University, Fresno

Attending in person (n=7): Stafford Cox (Long Beach), John Korey (Pomona, at-large, non-voting),
Tim Kubal (Fresno), Francis Neely (San Francisco), Ed Nelson (Fresno, at-large; non-voting), Eugene Turner (Northridge, at-large; non-voting), and Nancy Hudspeth (Stanislaus).

Attending Online via Big Blue Button (n=12): Kristen Bates (San Marcos), Gregory Bohr (San Luis Obispo), Rhonda Dugan (Bakersfield), Gilbert Garcia (Los Angeles), Marcela Garcia-Castañon (San Francisco), Brian Gillespie (Sonoma), Aya Ida (Sacramento), Patricia Jennings (East Bay), Ginger Shoulders (San Diego), Eric Vogelsang (San Bernardino), Lori Weber (Chico), and Jill Yamashita (Monterey Bay).

Guests: Andrew Roderick and Michael Harper

**Quorum:** [Membership includes 21 subscribing CSU Campuses. Quorum requires the attendance of 11 campuses with voting privileges.] 19 members attended, representing 15 CSU campuses - 16 voting and 3 at-large, non-voting members. Post-meeting motions are voted online during June 2 through June 12, 2017 using Qualtrics.

**Note:** Recorded votes are *italicized*; motions and action items are in **boldface**, and bracketed statements [supplemental inserts] are to clarify discussion.

Meeting called to order **at 9:15 a.m.** by Gene Turner, Chair 2016-2017.

### 1. Call to Order / Approval of Agenda / Minutes / Announcements:

**MOTION: To approve the Spring Agenda (April 28, 2017)**. No objections.**MOTION: To approve the Winter 2017 Minutes (January 27, 2017)**. *M/S/P (Yeas 12 – 8 online, and 4 present, Nays 0).* Minutes approved.

**ANNOUNCEMENTS:**

* 1. Gene Geisler will fund the 2018 symposium awards with a contribution of $25,000.
	2. Student Symposium location is unknown at this time, but Long Beach, Northridge and Los Angeles will consider hosting [April 26-27, 2018 or May 3-4, 2018)]. Discussion included the consideration of a central region as a third zone for hosting the symposium. [Long Beach has confirmed it will host the 43rd Annual Symposium on May 3, 2018 with the SSRIC Spring Business Meeting on May 4, 2018.] Eric Vogelsang volunteers to host in 2020.

[The following table lists the current campuses willing to host future symposiums.]

**Table 1: List of Campuses Willing to Host Symposium by Year**

| Annual | Year | Region | Host Campus |
| --- | --- | --- | --- |
| 43 | 2018 | Southern | Long Beach – Jose and Stafford |
| 44 | 2019 | Northern | Stanislaus – Nancy, Chico – Lori, SFSU – Francis |
| 45 | 2020 | Southern | Northridge – Regan San Bernardino – Eric |
| 46 | 2021 | Northern | Chico – Lori, SFSU – Francis |
| 47 | 2022 | Southern | OPEN 50th Anniversary of the SSRIC. |
| 48 | 2023 | Northern | SFSU – Marcela |
| 49 | 2024 | Southern | OPEN |
| 50 | 2025 | Northern | This will be the 50th Annual SSRIC Student Symposium. SFSU Marcela |
| 51 | 2026 | Southern | OPEN |

The updated list below shows the campuses by hosted years (starting in 1976). Campuses appearing without a date may have hosted the symposium prior to 1997. Missing are the host campuses for seven conferences: 1976, 1977, 1980, 1981, 1986, 1989, and 1993.

**Table 2: Historical List of SSRIC Social Science Student Conferences/Symposiums**

List of "northern" campuses (n = 17 conferences)
that have hosted the Social Science Student Symposium

* Fresno – 2005, 2017
* East Bay – 1983, 1991, 2007
* San Jose – 1997, 2011
* San Francisco – 1979, 1995, 2003, 2013
* Sacramento – 1985, 1999, 2001, 2009, 2015
* Sonoma – 1987
* Chico
* Humboldt
* Stanislaus
* Monterey Bay

List of "southern" campuses (n = 18 conferences)
that have hosted the Social Science Student Symposium.

* Dominguez Hills – 1982, 1994, 2000
* San Bernardino - 2002
* Northridge – 1998, 2006
* Long Beach – 1978, 1992, 2008
* Pomona – 1984, 1990, 2004, 2010
* Los Angeles – 1988, 2012
* Fullerton - 2014
* San Diego – 2016
* Bakersfield – 1996
* Channel Islands
* San Luis Obispo
* San Marcos

While we are able to provide $5,000 awards and modest travel support, ALL CSU Campuses should consider hosting the symposium. Also, if anyone can confirm the locations of the missing years, please let the Council know.

* 1. Fall Business Meeting Location and Date

Francis Neely volunteers San Francisco State for October 13, 2017 [Dates for Hardly Strictly Bluegrass are Friday, October 6 thru Sunday October 8, 2017]

**MOTION: To meet at San Francisco State for Fall Business Meeting (October 13, 2017).** *M/S/*P (Yeas 13 – 9 online, and 4 present Nays 0).

[Since meeting, the date has changed and is now October 27, 2017.]

**MOTION (Qualtrics 17.1): To hold the 43rd SSRIC Social Science Student Symposium at Long Beach State on May 3, 2018 with the SSRIC Business meeting on May 4, 2018.**

[If the motion passes, the deadline for papers would be Sunday, April 8, 2018. This would provide slightly over three weeks for the Paper Review and Awards Committee to read, rank and select the award winners. This deadline is also a week after all campus Spring Breaks with one exception - Stanislaus (April 2 to April 8).

*M/S/P (Online Voting: Yeas 18, Nays 0, Abstentions 0).* The Motion passes.

### 2. Rollout of the New SSRIC Web Site (Time Certain 10:00 am)

* 1. Tim explained how the new website format supports mobile devices. Drupal 6 is no longer supported and Drupal 8 provides more security.
	2. Contract provided an upgrade to the hosting environment, new server and software, Drupal 8, migration of the SSRIC content, and the rebuilding of the Mailer.
	3. Mailer is now compatible with Drupal 8 OS.
	4. The theme excludes top navigation. Navigation is only on the left edge of webpage.
	5. Andrew requests that the Council representatives update their campus images. These appear on the Image Carousel. We must change all or none. Send campus images as large as possible (end-size will be squared) to Gene Turner by June 1, 2017. Ginger volunteers to collect campus images.
	6. Michael Harper can offer a web-training session if requested.
	7. When will the website launch? Once campus images are available and the testing and review are complete, the website will launch. Old website will be decommissioned.
	8. Are the URLs affected? No. John and Ed request to be able to edit the subtitles.
	9. Andrew will coordinate with John, Ed and Tim to facilitate the review. Then a launch date will be set for cutover – close off current webpages for authoring, run a final migration to new site, then launch. We can add images after the fact if necessary.
	10. Andrew recommends that we use Zoom for the meetings. Most campuses have Zoom.

**Table 3: SSRIC Website Upgrade Description**

**[Scope of Work for SSRIC Website Platform Upgrades and Enhancements Hosting Upgrade**

The SSRIC website is currently using Drupal version 6 (which is no longer receiving upgrades and security patches - Drupal version 8 is the current version). The server stack hosting the website (including operating system, web server, data base) are all end-of-life and also no longer receive upgrades or security patches. Campus and CSU security requirements and security best practices make this a required step.

* Build out new server environment (Systems Administrator)
* Build out new hosting stack (Systems Administrator)
* Install Drupal version 8 and configure (Software Developer)
* Perform migration of current SSRIC website to new version (Software Developer)
* Test and verify migration for administrative and user-end functionality (QA Staff)

**Mailer Upgrade**

The SSRIC website also contains a custom module known as the Mailer, which houses the SSRIC database of CSU SSRIC constituents and allows SSRIC representatives to message their own campuses and the SSRIC Executive Committee to mail all constituents. This module requires reprogramming in order to function under the new version and this work is included in the scope. The scope includes no new or revised functionality of the Mailer.

* Revise code-base of SSRIC Mailer to work with Drupal 8 module requirements (Software Developer)
* Test and verify functionality for Mailer (QA Staff)

**Theme Implementation**

The SSRIC wanted the website to be mobile-friendly for tablets and smartphones in keeping with modern websites. This was not possible using the Drupal 6 version and particularly the theme used to build that website. The new website will include a mobile-friendly theme into which the existing design will be imported. Preliminary reviews show that the header navigation would require removal as it is non-compatible with the new theme model and Drupal 8.

* Review and prepare replacement theme (Drupal 8) (Software Developer)
* Remove header navigation code (Software Developer)
* Update campus images (per SSRIC provision of new images) (Software Developer)
* Test and verify theme changes (QA Staff)

**Summary of Upgrades:**

* **Hosting Upgrade**: upgrade of hosting stack (operating system, web server, database) required for hosting Drupal
* **Drupal Application Upgrade**: Update Drupal to version 8.x
* **SSRIC Mailer**: This customized feature used by SSRIC representatives to email campus and SSRIC-wide participants requires reprogramming to work with version 8 of Drupal.
* **Update theme with the following goals**: To Facilitate mobile-friendly responsive design
	+ Remove header navigation
	+ Update campus image carousel (per SSRIC providing new campus images)
	+ Greater compatibility with future Drupal version upgrades
	+ No branding or look-and-feel changes have been identified for this upgrade and would be out-of-scope]

### 3. Nominee to ICPSR Board

**MOTION: To nominate Tim Kubal as the SSRIC candidate to serve on the ICPSR Board for 2018-2022.** *M/S/P (Yeas 15 – 11 online, and 4 in-person, Nays 0)*. Tim Kubal is nominated by acclamation.

{Discussion: If ICPSR selects Tim, he will serve a four-year term on the ICPSR Governing Council starting in 2018.]

### 4. Student Conference Wrap-up

* 1. S4 was successful with support from campus faculty and SSRIC representatives
	2. The student award winners included:
		1. Undergrad Paper – Samantha Luna, Criminology, CSU, Fresno
		2. Grad Paper – Richard Kemp, Political Science, CSUB
		3. Best Use – Shelby Elia, Public Administration, CSU, Fresno
	3. One issue is the growing trend of no-shows. Not just the “abstract only” students, but students with full paper submissions. For example, two of the three students with top papers did not attend. The discussion asks, “How to reduce cancellations and no-shows?”
	4. There were many favorable comments, such as “Students are doing very good work” and “Students are Inspiring.”
	5. The Paper Review and Awards committee identified students whose papers were excellent. [We congratulate the committee for a job well done.]
	6. There were 40 paper presentations with 13 no-shows. Of the presentations, we had 31 papers and 9 abstracts; undergraduates – 21 papers and 8 abstracts; graduates – 10 papers and 1 abstract.
	7. The Council congratulated Tim and Ed for hosting a very good symposium.

**How to help students meet their commitments**

Discussion: How far in advance do we announce the winners? Currently, the announcement is made at the closing ceremony. To be eligible for an award, students must submit a paper and present. The Paper Review and Awards committee finalized results at 5 pm - the night before the conference.

One suggestion is to compile a list of the top five students in each award category and notify them know that they are finalists. The awards committee would have to provide the names in advance. If we move the deadline to an earlier date, the committee could review and provide the top papers earlier. Giving student advance notice is problematic. For instance, students who don’t get notice learn of other who did receive notice, might not attend.

What can we do to increase student awareness about the award requirements? Some students will not read the FAQ page. One suggestion is to create a new document entitled “Symposium Requirements”. We could highlight “Symposium Requirements” to Qualtrics Registration Page and the SSRIC website.

How can we increase the number of show-ups given the signups? In general, there is a no-show expectation of 10% as this is common at professional conferences. How can we increase student awareness of their conference responsibility? Would it matter if we held the event in the fall or winter? We tried running the symposium during Winter Quarter. Results were not encouraging, so the winter quarter was not repeated. Alternating the conference between the Fall and Spring semesters is always a possibility. Another potential issue would be receiving too many students at a campus, where we might need a registration cutoff depending upon the campus.

Could we ask the students about their likelihood of attending? We should focus on professional development and write about the ramifications of not showing up to the conference. We should remind students about their travel award eligibility. We should consider having one deadline with reminders. Should we ban no-shows from future symposiums if they do not attend? There are competing conferences and campus events, such as the CSU Research Competition, of which we should be cognizant as they are out of our control.

Can we let campus representatives know who has registered? Yes. Qualtrics can provide auto-responses to SSRIC reps with information about their participating campus students. However, emails will sprinkle into the representatives’ inboxes and they will have to be watchful. The impact of these approaches might be noticeable.

**Action - Campus Representatives: SSRIC reps can remind their faculty to have their students carefully read the FAQ.** They can also reach out to their students and introduce themselves and the symposium.

Social media is an untapped resource that could be used to promote SSRIC and its symposium.

**Action - Social Media: Aya Ida volunteers to work on Facebook. Marcela Garcia-Castañon volunteers to work on Twitter.**

**Discussion on Extending the Symposium Deadline**:

We allowed resubmits this year. Are we going to continue to allow extensions? Do we make one deadline and keep it or do we move to a soft and hard deadline. One plan would be to move the soft (initial) deadline earlier [in March] and the hard (extended) deadline to the actual desired date. We would ignore the soft deadline and only compile papers after the hard deadline. Our sense is that we include more students when extending the deadline as students may perceive having a second chance.

There is also support for making one deadline and not moving it. If the committee can evaluate the papers within two weeks of the conference, for example, let the extension deadline be the final desired deadline. Having one deadline as late as possible with no extensions will be fair. There was a sense that we don’t need to fix or solve the issue of no-shows, i.e., keep the symposium in the spring with one deadline. We will have fewer papers, but hopefully enough. The task is to keep the no-shows off the printed program.

If we have an extension, it’s not fair for students who miss the deadline to get another week to finish and the ones who finished on time not to be able to take the extra week to work on their papers. The Qualtrics online registration form would need modification to allow for revisions.

Gilbert says more time is better. Closing the deadline earlier would help the Paper Review and Awards committee. Three weeks between the registration deadline and symposium is best. The initial deadline was March 30, 2017, but was then extended to April 9, 2017. The extension cut into the review process – from 27 days to 17 days. While the extensions increase student participation, it creates time crunch on the faculty reviews.

**MOTION (Qualtrics 17.2): The Host Campus can request to extend the symposium registration deadline with approval from Chair the Executive Committee and Paper Review and Awards Committee.** *M/S/P (Online Voting: Yeas 15.5, Nays 2.5, Abstentions 1).* The Motion not approved.

[If the motion fails, the symposium will stick to one deadline.]

**MOTION (Qualtrics 17.3): To be fair to all participants, if the deadline to register is extended, then all registered students should be notified that they can resubmit their papers.**
*M/S/P (Online Voting: Yeas 17.5, Nays .5, Abstentions 1).* The Motion passes.

[If the motion fails and if the host campus is granted a deadline extension, registered students would only be told that the registration deadline has been extended. The purpose of extending the deadline is to include additional students, who have not registered for the symposium and not necessarily for the purpose of resubmits. When the extended deadline closes, only the most recently uploaded documents will be evaluated.]

**MOTION (Qualtrics 17.4): The Paper Review and Awards Committee will notify students holding the top five papers in each of the three award categories that they are finalists and that to be eligible for an award they will need to present their papers at the symposium.**
*M/S/P (Online Voting: Yeas 11.5, Nays 5.5, Abstentions 2).* The Motion passes.

*If the motion fails, the Paper Review and Awards Committee will not contact any student in regard to their status as a finalist or as an awardee. Qualtrics will include an auto-reply to those who register and upload a paper saying “You are all being considered for an award if you present your paper at the symposium.”*

### 5. Budgeting Priorities Survey 2017-2018

* 1. Purpose (as presented in the survey instructions):

	“The Social Science Research and Instructional Council would like your input regarding how best to reallocate $65,600 for the coming academic year 2017-2018. This money paid for our annual Field Poll data base subscription, but the Field Poll has been shut down by its corporate owners. So, we’d like your feedback as to the best uses of this money, and would be grateful if you’d complete this survey no later than February 28, 2017.”
	2. The sample consisted of the SSRIC Long List of 1,477 members.
	3. The Qualtrics survey ran from February 10, 2017 thru February 28, 2017.
	4. The initial invitation was on February 10 with reminders sent out on February 16, 20, 24 and 28, 2017. Qualtrics automatically filters out those who have taken the survey from receiving reminders.
	5. There were 261 respondents with 203 valid cases responding to our priorities question.
	6. We asked one question of practical importance:

	Q5. Please rank order the following funding options in order of importance as you see them.

		1. Decrease the amount of financial support requested from each campus.
		2. Replace Field Poll with similar surveys conducted by the Institute for Governmental Studies at UC Berkeley.
		3. Provide long-term support for student awards at the annual Social Science Student Symposium (S4).
		4. Fund honoraria for speakers (e.g., keynote speaker) at the Symposium (S4).
		5. Fund travel by faculty to the Symposium (S4).
		6. Pay CSU faculty/staff to create or revise training materials to provide added value for social science data.
		7. Other Idea#1 (Specify):
		8. Other Idea#2 (Specify):
		9. Other Idea#3 (Specify):
	7. The rank ordering produced this list.

|  |
| --- |
| Table 3. Budgeting Priorities Rank Order from High (9 = Most desirable) to Low (1 = Least desirable)\* |
|  | N | Minimum | Maximum | Sum | Mean | Std. Deviation |
| Provide Student Awards | 203 | 2 | 9 | 1492 | 7.35 | 1.442 |
| Replace Field Poll | 203 | 1 | 9 | 1402 | 6.91 | 1.959 |
| Pay to Revise Materials | 203 | 2 | 9 | 1390 | 6.85 | 1.599 |
| Fund Travel by Faculty | 203 | 2 | 9 | 1359 | 6.69 | 1.508 |
| Fund Honoraria for Speakers | 203 | 2 | 9 | 1276 | 6.29 | 1.392 |
| Decrease Campus Support | 203 | 1 | 9 | 1124 | 5.54 | 2.015 |
| Other1 | 203 | 3 | 9 | 1067 | 5.26 | 2.064 |
| Other2 | 203 | 2 | 9 | 994 | 4.90 | 1.953 |
| Other3 | 203 | 1 | 9 | 965 | 4.75 | 1.960 |
| Valid N (listwise) | 203 |  |  |  |  |  |

\*We removed cases if identified as false starts and/or null responses.

John Korey with input from the Executive Committee highlights the priorities list reported in Table 3.

The results seem to fall into three categories:

1. Providing long-term funding for student awards at the Social Science Student Symposium seemed to be the most popular option.
2. Three or four options (replacing the Field Poll, producing instructional materials, faculty travel to the Symposium, and, arguably, honoraria for speakers at the Symposium) were closely clustered at a somewhat lower level.
3. Aside from “other” responses, least support was shown for lowering membership fees from campuses.

Caveat: Had the option to replace the Field Poll been worded more broadly (i.e., not referring specifically to the ISG survey), there would have been more support for this option. A number of respondents who ranked one or more “other” option, or who complete the “comment” section, supported other alternatives to ISG. Most of these specifically endorsed CALSPEAKS, though CSU Fresno and the Public Policy Institute of California were also mentioned.

Discussion: How do we provide / sustain long-term funding for the symposium and student awards? Since Gene Geisler’s Fund continues to support the student awards and travel in 2017-2018, we can reallocate the California Field Poll line item for other things such as the CalSpeaks subscription, faculty-student fellowships and faculty stipends for producing online instructional materials. When Gene Geisler’s fund concludes, however, we will have to strongly consider creating a line item for student awards given the results of our survey.

Ed Nelson has been our primary contributor of online social science instructional research materials and exercises. [To generate new materials, an SSRIC planning committee will need to be formed to manage “Requests for Proposals” submissions and timelines.]

It was also pointed out that those completing the priorities survey were, for the most part, unaware of the sparse usage of the California Field Poll. The suggestion is that if we do not see reasonable usage of CalSpeaks over the next year, we may look to other resources. [We should not feel compelled to subscribe to a new survey service.] The Council is reminded that we still have access to Field data and press releases through UCData.

### 6. Alternatives to Field: Three Options to Replace California Field Poll

* 1. Gene Turner emailed SSRIC reps the proposals from IGS and CalSpeaks.
	2. Both IGS and CalSpeaks offered fellowships.
	3. Does SSRIC wish to pursue one of these services?

|  |  |  |  |
| --- | --- | --- | --- |
|   | **IGS – Mark DiCamillo** | **CALSPEAKS – David Barker** | **Public Policy Institute of California (PPIC)** |
| **Access** | Faculty and student access to all data files in subscription year | Faculty and student access 50 questions, 60 item profile | Available to public |
|  |   |   |   |
| **Surveys** | Four statewide polls 2017, more 2018 | About 6 per year | About 6-8 per year |
|  |   |   |   |
| **Sample** | CA registered voters plus one survey to all persons | Broader surveys of California adults | California adults |
| **Archives** | Archive at UC Berkeley, UCData in SPSS and SDA format | Archive at ISR or SSRIC could be repository SPSS, STATA, or Excel format | Archive at PPIC Website, SPSS format |
|  |   |   |   |
|  | Access within 4 weeks of poll, 2 years to outside users | 18 mo. embargo to survey sponsors | Released 4-6 months after completion |
|  |   |   |   |
| **Fellowships** | Faculty fellow(s) option, increase questions from 12 to 20 | Annual faculty/student fellowships (4 to 6) | Not applicable |
|  |   | SSRIC could run RFPs, 2 to 3 survey mins/proposal |   |
| **Base Cost** | $40,000  | $20,000  | $0  |
| **Cost with Fellowship** | $60,000  | $38,000  | Not applicable |
|   |   |   |   |

Discussion: IGS is limited to registered voters. CalSpeaks polls all California adults. SSRIC could co-sponsor CalSpeaks efforts.

PPIC does not have a fellowship, but all data is available online for free. Mark Baldassare is the President/CEO of PPIC and its Data Depot is available for all PPIC Surveys. A vote for PPIC will eliminate supporting fellowships (as both IGS and CalSpeaks offer fellowships). It would also mean that we would direct our budget toward other priority items such as Student Awards and Faculty Materials Development.

Berkeley IGS Service

* Provide CSU faculty and students with access to the data files of all statewide polls conducted by the Berkeley IGS Poll during the upcoming July 1, 2017-June 30, 2018 academic year (four large-scale statewide polls, one per quarter)
* Conduct surveys using traditional telephone polling methods and include statewide random samples of at least 1,650 adults in six languages and dialects, English, Spanish, Cantonese, Mandarin, Vietnamese and Korean. Others surveys will be conducted over the Internet.
* Survey the state's registered voters in English and Spanish using the highly regarded YouGov Internet panel, while others will be administered to the larger California adult population.
* Provide access to each IGS Poll data file and archive through a link at UC Data
* Provide access to data files in SPSS
* Provide access to SDA for each data file
* Reduce the turnaround time between the completion of each of our polls and when the CSU is given access to the poll’s data file (within four weeks of the completion of each survey)
* Distribute an email to CSU faculty and campus representatives that provide a more detailed accounting of specific poll topics included in the data file by providing links to each IGS Poll press release issued from that poll.
* Impose a two-year moratorium following the completion of each poll when providing access to our data files to users outside the UC and CSU systems
* Allow SSRIC to expand the number of faculty fellows it selects in the upcoming academic year, and to increase the total number of closed-ended questions awarded to CSU Faculty Fellows under the program from twelve to twenty.

CalSpeaks Service:

* Provide CSU faculty and students access to high-quality survey data that is representative of the state of California, for the dual purposes of contributing to social scientific knowledge and facilitating hands-on research experiences for students.
* Provide unrestricted access to all archived survey data (with and without sampling weights applied) after an 18-month embargo for any given survey (during which time data access is restricted to the sponsor(s).
* Provide annual CALSPEAKS Faculty-Student Fellowships. SSRIC could fund four-to-six (4-6) CSU faculty-student research teams with fellowships of $3,000-$4,500 each ($18,000 total), to collect original survey data through one of the annual CALSPEAKS Omnibus surveys.
* Each fellowship would support between two-three survey minutes (8-12 survey questions), and fellows would also gain access to the full panelist profile (again, ~60 questions, including all demographics, etc.). Fellows would gain exclusive access to their weighted data for a period of 18-months, before becoming available to the rest of the CSU community through the SSRIC-CALSPEAKS data archive.
* SSRIC would be welcome to disseminate the call for proposals, evaluate and make selections.

Do we want to go with either IGS or CalSpeaks? If usage is poor, why subscribe to a Field alternative? Would either IGS or CalSpeaks be salient for all CSU campuses? Can Assistant Professors take advantage of the fellowship program? During the Field Fellowship, Ed reports that we had no greater than six (6) applications and on average three (3). We would need to promote any new database subscription.

CalSpeaks offers the collection of original data for a lower fee than IGS fellowship. CalSpeaks fellowships are for faculty-student joint proposals. CalSpeaks’ students are assistants at CSUS. Cost is based on the number of questions, time, and sample size, i.e., four (4) survey questions per minute – 500 sample size.

It involves the CSU and could be incorporated into the student symposium. We could try CalSpeaks and not renew if the pilot year is unsatisfactory. If SSRIC is a sponsor, then do all campus faculty and students have access to the data. Does a “Data Embargo” affect only non-CSU faculty and students. CalSpeaks may offer SSRIC sponsorship, providing all CSU faculty access to its survey data. Requiring student participation will be burdensome and may prevent faculty from applying for a fellowship. Still, CalSpeaks online surveys are affordable, flexible and media friendly. Is there is an archive at CalSpeaks for its surveys?

IGS - Mark DiCamillo spoke about three sample frames: Registered Voters, Internet Based through Yougov, Person-to-Person interviews via telephone. Faculty-student proposals would be submitted with sample questions ($4,500 max). We could require IGS to offer the same faculty-student model.

We would like to see Cal Poly Pomona return as a subscribing participant in the SSRIC. Stafford indicated that we could afford both base products from IGS and CalSpeaks if we forego the fellowships. Otherwise, we need a volunteer to lead any fellowship offering. Would these subscriptions or fellowships make re-subscribing more attractive to Cal Poly Pomona?

Who will volunteer to take the lead as a non-voting chair? We need the chair to commit for a two or three year term. Ed would serve as advisor. Chair could recuse him or herself during the committee review of applications, but this will require further discussion. Aya Ida volunteers to serve as our CalSpeaks or IGS moderator and select reviewers of fellowship proposals.

The fellowships would be promoted via the SSRIC Long List. We should encourage Council members to apply for a fellowship as that they could advocate for its continuation or not. The chair needs to draft guidelines and not be too flexible once we know what subscription is selected. We could fund one fellowship, but it will not provide much visibility or shared benefit. The Council needs to promote itself by awarding multiple fellowships across the CSU campuses. If we can’t find four proposals, however, it’s not worth doing.

**MOTION: Those in favor of acquiring either IGS or CalSpeaks say “aye”.**
*M/S/P (Yeas 13 , Nays 1 , Abstentions 1). Motion passes that we should subscribe to one of these state-wide database services.*

*If the motion passes, either IGS or CalSpeaks would be acquired, but not both. A “yes” vote favors subscribing to either IGS or CalSpeaks. A “no” vote favors not subscribing to either IGS or CalSpeaks.*

*Speaking against the motion it was felt that we should be frugal with our finances as we might be short of funds in the future. Will subscribing to either IGS or CalSpeaks bring Cal Poly Pomona back? If we do not promote usage, we may be destined to lose additional campuses. What type of reports will we receive from either?*

**MOTION: Of these two services, we choose CalSpeaks – those in favor say “aye”.**
*M/S/P (Yeas 12, Nays 1 , Abstentions 1). Motion passes.*

*If the motion passes, a CalSpeaks subscription will be negotiated for 2017-2018. A “no” vote is not a vote for IGS.*

**MOTION: All in favor of up to a $38,000 acquisition of CalSpeaks say “aye”
 [To fund the CalSpeaks acquisition for no more than $38,000].**
*M/S/P (Yeas 13 , Nays 0 , Abstentions 1). Motion passes.*

*If the motion passes, a CalSpeaks subscription will be negotiated for no more than $38,000. This does not preclude the option of only subscribing to the $20,000 database access component, i.e., not subscribing to the $18,000 fellowship component. Likewise, the subscription could include both components for $38,000. A “no” vote is simply against the motion.*

### 7. 2016-2017 Budget Surplus Action

* 1. Gene presents the usage data for ICPSR, Roper and Field. Ed will prepare data usage for 2016-2017.

Top three campuses using ICPSR data include: Northridge, Fresno and Pomona.

This year ICPSR Usage is down for the first two quarters (2016-2017) compared to the same period in 2015-2016: 4,379 and 6,371, respectively.

Roper has less usage than ICPSR. When comparing the same two time periods above for Roper, we see a decrease in usage: 236 and 331, respectively. The Roper iPoll is similar: 94 and 127, respectively.

* 1. We will currently have $22,250 remaining in the 2016-2017 budget due to the loss of the California Field Poll.
	2. We also have approximately $19,000 in a travel account held at CSULB.
	3. We could support ICPSR workshop fees for 8 faculty for three day classes ($10,000). Perhaps registration fees and expense money. Send out a call for proposals and check with ICPSR for current enrollments. Nancy, Tim, and Brian might attend if funded.
	4. We could support ICPSR OR travel at about $1,500 each for Tim and Regan – our chair and chair elect for 2017-2018.
	5. We don’t have time to promote and award faculty training development grants this year.
	6. Could we pay workshop trainers/presenters. Instructors should not be losing money. We encourage participants to go to other campuses, but we have not reimbursed participant costs. Travel expenses should come out of the travel fund, but the summer workshop fees should come out of the surplus fund.
	7. The Executive Committee sought the recommendation of the Council based on the priorities for next year’s budget.
	8. $198,382 without faculty travel [Adding ICPSR OR travel of $3,000 and CalSpeaks $38,000] Stafford recommends reducing the travel line item to $2,000.
	9. Could we increase the symposium line item? Fresno spent $200 for the Satellite Union. About $3,600 for lunch with the Dean’s Office contributing $1,500 to $2,000, plus an Honorarium of $500 for the guest speaker.
	10. If the Gene Geisler’s Fund is depleted, we will have to create a line item to maintain a reasonable award amounts.
	11. We should build a budget assuming Pomona will return.

**MOTION: (Qualtrics 17.5): To award no more than 3-5 [CSU faculty] summer stipends [2017] for ICPSR Summer Workshop tuition not to exceed a total of $10,000 and no more than $2,500 per participant [faculty member] using the surplus fund [SSRIC Training & Professional Development Fund].**
*M/S/P (Meeting Vote: Yeas 13, Nays 0 Abstentions 0).* The Motion passes.

MOTION AMENDMENT **(Qualtrics 17.6):** **To award no more than 12 [CSU faculty] summer stipends [2017] for ICPSR Summer Workshop tuition not to exceed a total of $16,000 and no more than $2,700 per participant [faculty member] using the surplus fund [SSRIC Training & Professional Development Fund].**
*M/S/P (Online Vote: Yeas 17.5, Nays 0.5 Abstentions 1).* The Motion passes.

[This is a friendly amendment to Motion 17.5. If this motion passes, the previous motion is replaced with increased values - from 3-5 to 12, from $10K to $16K, and from $2,500 to $2,700. If this motion fails, Motion 17.5 will stand at 3-5 stipends, maximum $10K and $2,500 per participant. This development fund holds the 2016-2017 carry-over monies at CSULB.]

**MOTION (Qualtrics 17.7): To increase the Symposium line item from $4,000 to $6,000 for 2017-2018.**
*M/S/P (Online Vote: Yeas 18, Nays 0, Abstentions 1).* The Motion passes**.**

**MOTION (Qualtrics 17.8): To create a budget initiatives line item entitled “Faculty Development Projects” for $12,000.**
*M/S/P (Online Vote: Yeas 16, Nays 0, Abstentions 3).* The Motion passes**.**

[This is a line item in the 2017-2018 budget; specifically for the development of instructional materials.]

**MOTION (Qualtrics 17.9): To fund 3-4 faculty to create instructional modules that will be accessible on the SSRIC webpage during 2017-2018 for no more than $12,000 and no more than $3,000 per award.**
*M/S/P (Yeas 15, Nays 1, Abstentions 3).* The Motion passes**.**

### 8. Budget Issues for 2017-2018

**MOTION (Qualtrics 17.10): To approve a 2017-2018 budget not to exceed $235,985.** *M/S/P (Online Vote: Yeas 18, Nays 0, Absentions 1).* The Motion passes.

[If the motion passes, subscriptions fees will remain the same as our 2016-2017 budget.]

1. **Pomona Access Cutoff Letter and Guidelines for campuses to become unaffiliated to SSRIC (Strategic Plan) Revisions**

**MOTION (Qualtrics 17.11): To adopt a policy if campuses do not come through with their subscription fees, we contact them repeatedly and let them know that as of the next June 30th they will lose access to the databases unless they subscribe.**
*M/S/P (Yeas 16.5 , Nays 1.5, Abstentions 1).* The Motion passes**.**

**MOTION (Qualtrics 17.12): To update the Guidelines for campuses to become unaffiliated to SSRIC (Strategic Plan) Community Colleges or unaffiliated CSU campuses can attend the Symposium, but will not be eligible for awards.***M/S/P (Yeas 14, Nays 2, Abstentions 3).* The Motion passes**.**

**Current Statement:** Unaffiliated campuses forfeit all privileges and benefits related to S4 student participation and access to the database subscriptions.

**Revised Statement** Unaffiliated campuses forfeit all privileges and benefits related to access to the database subscriptions. Students from unaffiliated campuses can attend the annual Social Science Student Symposium, but will not be eligible for awards.

### 9. Guidelines for campuses to become unaffiliated to SSRIC (Strategic Plan)

1. A campus president or designee may suspend or dissolve their campus’ participation in the SSRIC during the annual renewal period.

2. The campus President or designee shall inform the SSRIC Chair of such action. A consultative process shall be initiated among CSU Campus’ members and other stakeholders as there is an immediate financial impact affecting the remaining campuses.

3. Campuses that withdraw from SSRIC membership are exempt from paying contributions for the SSRIC database subscriptions and operations.

4. Unaffiliated campuses forfeit all privileges and benefits related to S4 student participation and access to the database subscriptions.

5. An unaffiliated campus can return to the SSRIC with full privileges and benefits during the annual renewal period – only after agreeing to share the cost of the SSRIC database subscriptions and operations.

10. Committee Reports (tabled until the Fall 2017 Meeting.

### 11. We thanked Gene Turner for serving as SSRIC Chair this year.

### 12. Adjournment 1:05 p.m.