

**American Association for Public Opinion Research
Executive Council Minutes
Thursday, August 13, 2020**

Attendance

Council:

Ipek Bilgen	Membership & Chapter Relations Chair
Ginger Blazier	Associate Secretary-Treasurer
Rachel Caspar	Education Chair
Jessica Holzberg	Communications Chair
Ricki Jarmon	Councilor-at-Large
Ashley Kirzinger	Associate Standards Chair
Mary Losch	Councilor-at-Large
Gretchen McHenry	Secretary-Treasurer
Dan Merkle	President
Marco Morales	Associate Communications Chair
Kristen Olson	Conference Chair
Emilia Peytcheva	Associate Education Chair
Patricia Moy	Vice President
Nora Cate Schaeffer	Past President
Darby Steiger	Associate Conference Chair
Tim Triplett	Standards Chair
Angelique Uglow	Associate Membership & Chapter Relations Chair

Guests:

Tamara Terry	Inclusion and Equity Committee Interim Chair
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Staff:

Delia Murphy	Executive Director
Melanie Goff	Program Manager, Conference and Awards
Sam Nysetvold	Program Manager, Membership and Chapter Relations
Daniel Choppa	Program Administrator, Operations and Ed
Meagan Comerford	Director, Marketing and Communications
Rachel Nathanson	Program Manager, Marketing and Communications

I. WELCOME CALL TO ORDER, REVIEW AND APPROVAL OF MNUTES

Merkle called the meeting to order at 12:03pm ET / 11:03am CT.

MOTION: to approve the July 16th meeting minutes. Losch moved, Schaeffer seconded. The motion passed by unanimous vote.

II. CONSENT AGENDA

[AAPOR 2020 Registration Report.xlsx](#)

[AAPOR Customer Service Tracking.xlsx](#)

[Consent_2020-08-Standards.docx](#)

[CONSENT_AAPOR Conference RFP Priorities_August2020.docx](#)

MINUTES - AAPOR Executive Council Meeting

[Consent Comms August2020.docx](#)

[CONSENT_Conference_August2020.docx](#)

[Education Committee Consent Report August 2020.docx](#)

[History of AAPOR.docx](#)

[MCR Consent Report August2020.docx](#)

[Updated Conference Slides](#)

As part of the Standards Committee consent report, Triplett explained that a journal recently published an article that used AAPOR's standards definitions calculator incorrectly and asked for approval from Council to request a correction by the journal. Council agreed.

MOTION: to approve the Consent Agenda as presented. Schaeffer moved, Moy seconded. The motion passed by unanimous vote.

III. APPOINTMENTS

Standards Committee:

Jenny Marlar

Membership & Chapter Relations: Survey Subcommittee

Robin Kaplan

Josh Langeland

Jennifer Beck

Communications: Social Media Subcommittee

Maria Vizireanu

ACTION: Choppa to add a clarification regarding the two committee experience columns in the appointments tab of the Committee Tracker and to the Standard Operating Procedure for use of the Committee Tracker; when Choppa searches for committee experience for an appointment, if there is none, he will write "N/A" in that space.

MOTION: to approve the appointments as presented. Losch moved, Bilgen seconded. The motion passed by unanimous vote.

IV. SECRETARY – TREASURER REPORT

June 2020 Financials

As of June 2020, AAPOR was at 56% of total YTD budget revenue, and 31% YTD budget expenses.

The Education Committee is looking into online education/webinars, and is working on ways to improve revenue in the final half of the year.

V. STANDARDS COMMITTEE

Code: Revision Review and Approval

Council reviewed the recent updates and provided additional suggested edits, specifically in section 7. Schaeffer recommended that once the revised version is approved by Council, the Code Review Committee conducts a final review to ensure the tone and voice of the document is consistent throughout the entire document.

ACTION: Kirzinger to review the Code with the additional proposed edits and any final revisions.

MOTION: to approve the proposed revisions to the AAPOR Code of Professional Ethics and Practices, with the understanding that because most of the final changes are fairly minor, the final changes will be made and will have final review and approval via electronic vote from the Executive Committee. Losch moved, Jarmon seconded. The motion passed by unanimous vote.

ACTION: Once final approval from the Executive Committee is obtained, Kirzinger will send to the Transparency Initiative Coordinating Committee for input. Kirzinger and Triplett will craft language to explain to the membership both the proposed changes and the processes related to the comment period and vote.

ACTION: Once the Code is approved and goes through the member comment period and vote, Triplett will draft a description for the AAPOR website that clarifies the differences between member compliance with the Code and with the Transparency Initiative.

VI. MEMBERSHIP AND CHAPTER RELATIONS

AAPOR Procedures and Guidelines for Affinity Groups

The purpose of this document is to clarify the definition, purpose and structure of the Affinity Groups. The document was drafted by MCR, with input from the IEC and Conference Committee.

ACTION: Staff to work with GAAPOR members to create a webpage for GAAPOR on the AAPOR website.

Bilgen presented recommendations for the Affinity Groups moving forward as laid out in the document, including recommendations around reporting structure for Affinity Groups, approval deadlines for conference-related activities, and recommendations related to additional AAPOR benefits.

ACTION: Once approved, the document will be shared with Affinity Groups and the deadlines related to the AAPOR Annual Conference will be added to the Affinity Group website.

MOTION: to approve the Affinity Groups Procedures and Guidelines document as presented, including the recommendations laid out in the document. Olson moved, McHenry seconded. The motion passed by unanimous vote.

ACTION: Pending final edits once the recommendations are completed and edited in the document, Murphy will add the finalized document to the Executive Council Resource Handbook.

VII. CHARGE FOR INCLUSION AND EQUITY COMMITTEE

Terry provided documentation and a description of the Inclusion and Equity Committee for the bylaws.

MOTION: to approve the bylaws language of the Inclusion and Equity Committee as updated by the Executive Council to be included for the member comment period and vote. Olson moved, Caspar seconded. The motion passed by unanimous vote.

ACTION: Terry will expand on the IEC charge and provide more recommendations for specific strategy plans in the coming months for approval by Council.

VIII. DATA FALSIFICATION TASK FORCE REPORT

Losch, Triplett and Schaeffer presented the finalized report to the Executive Council for review and approval.

The report was recommended to be published on the AAPOR website, and presented to members through AAPORnet and AAPOR's social media channels.

ACTION: Murphy to send a letter to the Task Force to convey approval of the report and to add the Task Force charge as an appendix and the copyright disclaimer before it is considered fully complete.

MOTION: to accept the TaskForce Report on Data Falsification with the addition of the Task Force charge and disclaimer to the report. Losch moved, Triplett seconded. The motion passed by majority vote with one abstention.

ACTION: Promote the report on the AAPOR website (as a PDF and html) and via AAPOR's social media channels and AAPORnet.

IX. CONFERENCE COMMITTEE

Call for Abstracts

Olson drafted a call for abstracts, and provided a report on the logistics and recommendations. The current plan is to send the call for abstracts around Labor Day (September 7th). The deadline for abstract submission will be pushed back to November 13th so as to not coincide with the 2020 election. Council agreed that the call for abstracts is comprehensive and Olson and Steiger will move forward with AAPOR staff to prepare the call for abstracts to go out to membership.

ACTION: Olson, Steiger, and Bilgen to review the language about Affinity Group panels in both the call for abstracts and the Procedures for Affinity Groups document to ensure they are consistent.

Update on Workshops

Olson provided a report on the AAPOR workshops planned for fall 2020 to complement the annual conference on COVID-related topics. AAPOR will provide some form of in-kind compensation to panelists presenting in these workshops. The goal is to facilitate conversations. Council agreed with the direction and plans for the workshops.

X. PREPARATION FOR SEPTEMBER MEETING

Due to time constraints, this agenda item was not discussed.

ACTION: Murphy to send this information out via email to the entirety of Executive Council.

XI. CHARGE FOR AD HOC COMMITTEE ON PUBLISHING OPTIONS

Due to time constraints, this agenda item was not discussed.

ACTION: Councilors to review the proposed charge within the Dropbox and send any edits to Moy. The Executive Committee will then conduct an electronic vote on approval of the charge prior to the September Council meeting.

XII. NEW BUSINESS

ACTION: Merkle, Moy, and Murphy to discuss extending the length of the two-hour Executive Committee meetings.

XIII. ADJOURN

MOTION: to adjourn the meeting at 2:06pm ET / 1:06pm CT. Losch moved, Triplett seconded. The motion passed by unanimous vote.