

AAPOR Executive Council Meeting
Thursday, December 14, 2017 | 1:00 pm – 3:00 p.m. EST

Minutes

Attendance:

Tim Johnson	President	Present
David Dutwin	Vice President	Present
Roger Tourangeau	Past President	Present
Janet L. Streicher	Secretary-Treasurer	Absent
Jordan Peugh	Associate Secretary-Treasurer	Present
Jennifer H. Childs	Communications Chair	Present
Jennifer Agiesta	Associate Communications Chair	Present
Trent D. Buskirk	Conference Chair	Present
Courtney Kennedy	Associate Conference Chair	Present
Brady T. West	Education Committee Chair	Present
Kyley McGeeney	Associate Education Chair	Absent
Morgan Earp	Membership & Chapter Relations Chair	Present
Emily Geisen	Associate Membership & Chapter Relations Chair	Present
Andy Peytchev	Standards Chair	Present
Stephanie Eckman	Associate Standards Chair	Present
Nancy J. Belden	Councilor-at-Large	Present
David C. Wilson	Councilor-at-Large	Present

Staff

Adam Thocher	Executive Director	Present
Eric Bailey	Marketing Communications Manager	Present
Crystal Stone	Administrator	Absent
Damien Salamacha	Staff Associate	Absent

Call to Order, Review and Approval of Minutes – Johnson

Johnson called the meeting to order and reviewed the meeting minutes from November 16, 2017. Peugh noted she was marked as absent, when she was in attendance.

Buskirk moved, Tourangeau seconded to approve the November 16, 2017, Executive Council Meeting Minutes with the amendments made by Peugh. Motion passed.

Secretary/Treasurer Report – Adam

Thocher reported on the November 2017 financials. Aside from small items, most income is now being deferred until 2018 for conference and membership..

CONSENT AGENDA – ALL

The following written reports and materials have been posted to SharePoint for information.

- | | |
|----------------------|-------------------|
| 1. Education Report | 3. Communications |
| 2. Conference Report | 4. MCR Report |

Peugh moved, West seconded to approve all consent reports as presented. Motion passed unanimously.

Appointments – ALL

AGENDA - AAPOR Executive Council Meeting

Appointments were presented for the MCR including the Survey Subcommittee and the Student and Early Career Subcommittee.

*Tourangeau moved, Peugh seconded to approve all MCR appointments/nominations. Motion passed unanimously.
Appointments were made to the Ad-Hoc Committee on Harassment later in the meeting

Task Force Proposal – Telephone to Mixed Modes

AAPOR Task Force on Transitions from Telephone Surveys to Mixed Mode Surveys. This task force will review existing methods reports, technical advisory panel reports, peer-reviewed literature and survey practices to develop a set of best practice recommendations for organizations transitioning ongoing phone surveys to self-administered and/or mixed mode surveys, as well as identify needed areas of research.

Buskirk suggested that this be an Ad-Hoc Committee instead of a Task Force. West suggested that the scope of the future Task Force was too broad and should be limited in scope. Johnson will report back to the potential Ad-Hoc Committee/Task Force with Executive Council Input.

Member Survey – Geisen

For the upcoming membership survey the goal is to shorten the survey to help improve response rates. The Subcommittee has identified questions that they would like to eliminate. The Subcommittee is asking the Executive Council to review the questions that are selected to be eliminated.

Conference Demo Track Proposal

The poster sessions are no longer taking place in the five smaller rooms. That space will now be used for the demo track sessions. The demo track sessions are likely to occur on Wednesday not during a time when the expo hall is going on. Cost for the demo sessions would be \$895. Submissions would take place through AAPOR's website.

Ad-Hoc Committee on Harassment Charge and Members

The Goal/Charge of the Ad-Hoc Committee would be to put together a harassment policy prior to the start of the conference. The Ad-Hoc Committee is open to having more men and a member of the Standards Committee as members. Thocher will look into other association's harassment policy/statement.

Tourangeau motion, Earp seconded to consider approving the charge for the committee as well as the proposed members. Motion passed.

Diversity Subcommittee

West reported that the Diversity Subcommittee completed a review of the webinar presenter demographics and found that the majority of presenters are white males. The Diversity Subcommittee is looking to increase the diversity among the presenters.

Journalist Education Subcommittee

The Journalist Education Subcommittee is having difficulty finding volunteers to contribute to revising the online materials. The Subcommittee would like to extend a "Call for Volunteers." Johnson recommended a general call on AAPOR.NET. Another initiative of the subcommittee is to have a member from each chapter.

The Executive Council held Executive Session and Adjoined shortly after