

Minutes
Annual General Meeting
Canadian Political Science Association
4 June 2004

1. President's Welcome

2. Approval of the Agenda

MOTION CARRIED
That the agenda be approved.

3. Minutes of the previous meeting

MOTION CARRIED
That the 2003 AGM Minutes be approved.

4. Business arising from the minutes - Nil.

5. Report: President

Professor Young reminded those in attendance that his report was attached to the agenda and then highlighted the following items:

- a) He announced the *CJPS* transition from Wilfrid Laurier University Press to Cambridge University Press.
- b) He reminded the membership of the Board's recommendation for membership and subscription fee increases.
- c) He reminded those in attendance of his consultation with the membership regarding the SHRCC transformation.
- d) He confirmed that OLIP and PIP continue to be well managed by their respective Directors. Unfortunately, Professor Greg Inwood had to resign as OLIP Director as of 30 June 2004 and the Board of Directors would soon appoint a successor.
- e) He reminded the membership that many colleagues devote much of their time to the CPSA.

He concluded his report by thanking Past-President Grace Skogstad for her guidance during the transition discussions, Professor David Laycock for a successful programme and Michelle Hopkins for her assistance during his Presidency.

6. Report: Nominating Committee

Professor Young informed the membership of the election results:

President-Elect:	Kim Richard Nossal (Queen's)
Board Members:	Gerald Baier (UBC)
	David Brock (Student representative - Saskatchewan)
	Munroe Eagles (SUNY – Buffalo)
	Judith Garber (Alberta)
	Elizabeth Riddell-Dixon (UWO)
	Marie-Joelle Zahar (Montréal)

Professor Young then thanked the nominating committee: Yasmeen Abu-Laban, Geneviève Bouchard and Lynda Erickson and encouraged members to submit completed nominations for the 2005 election.

7. Constitutional Amendments

MOTION

APPROVED

That item 13 of the CPSA Constitution be modified to include the following underlined amendments in order to increase the number of appointees to the Editorial Advisory Board of the Canadian Journal of Political Science, to clarify the roles of the Editorial Management Board and the Editorial Advisory Board, and to clarify the relationship between the CPSA/SQSP Board of Directors and the Editorial Management Board.

English version:

13. Journal Editorial Management Board and Editorial Advisory Board

13.1 There shall be an Editorial Management Board and an Editorial Advisory Board to the Journal.

13.1.1 The Editorial Management Board shall comprise six (6) members: A Co-editor, an Assistant Editor and a Book Review Editor, appointed by the Association for a three-year term; a Co-editor and an Assistant Editor (who is also responsible for book reviews) appointed by the Société québécoise de science politique; and an Administrative Editor jointly appointed by the two associations for an unlimited term.

13.1.2 The Editorial Advisory Board of the Journal shall comprise twenty-eight (28) members. The members of the Editorial Advisory Board should ordinarily be well-established scholars in their chosen field.

13.1.3 Sixteen (16) members of the Editorial Advisory Board shall be appointed by the English-language editorial team.

- i. The term of appointment shall be three years.*
- ii. The English-language editorial team may appoint up to eight (8) members from institutions outside Canada.*
- iii. The appointments should reflect a reasonable balance of the gender, regional and subfield composition of the discipline.*
- iv. All appointments shall be subject to ratification by the CPSA Board of Directors.*

13.1.4 Twelve (12) members of the Editorial Advisory Board shall be appointed by the French-language editorial team according to criteria established by the SQSP.

13.2 The Editorial Management Board shall be responsible for the policy and detailed supervision of the Journal.

13.3 The Editorial Advisory Board shall, when called upon, assist the Editorial Management Board of the Journal.

13.4. The Board of Directors of the CPSA and SQSP may counsel and advise the Editorial Management Board of the Journal; they do not, however, exercise direct control over editorial policy. The two Co-Editors are responsible for the entire content of the Journal, cooperating in the choice and preparation of all materials in both English and French.

French version:

13 Comité de rédaction et Comité consultatif de la Revue

13.1 La Revue sera dirigée par un Comité de rédaction et par un Comité consultatif.

13.1.1 Le Comité de rédaction de la Revue sera composé de six (6) membres : un(e) codirecteur(trice), un(e) directeur(trice) adjoint(e) et un(e) responsable des recensions, tous trois nommés par l'Association pour un mandat de trois ans; un(e) codirecteur(trice) et un(e) directeur(trice) adjoint(e) (également responsable des recensions), tous deux nommés par la Société québécoise de science politique (SQSP); et un(e) directeur(trice) administratif(tive), nommé(e) conjointement par les deux associations pour un mandat indéterminé.

13.1.2 Le Comité consultatif de la Revue comprendra vingt-huit (28) membres. Ce seront habituellement des spécialistes réputés dans leur sous-domaine.

13.1.3 Seize (16) membres du Comité consultatif seront nommés par l'équipe anglophone de rédaction :

- i) *Leur mandat sera de trois ans;*
- ii) *On pourra recruter jusqu'à huit (8) d'entre eux dans des institutions de l'extérieur du Canada;*
- iii) *Ces nominations devront assurer un équilibre raisonnable entre hommes et femmes, entre régions, ainsi qu'entre les sous-domaines de la discipline;*
- iv) *Toutes ces nominations devront être ratifiées par le Conseil d'administration de l'Association.*

13.1.4 Douze (12) membres du Comité consultatif seront nommés par l'équipe francophone de rédaction, selon des critères établis par la SQSP.

13.2 *Le Comité de rédaction sera responsable de la politique générale de la Revue et supervisera la publication de cette dernière.*

13.3 Le Comité consultatif pourra aider le Comité de rédaction de la Revue, sur la demande de celui-ci.

13.4 Le Conseil d'administration de l'ACSP et de la SQSP peuvent conseiller le Comité de rédaction de la Revue; ils n'exercent toutefois aucun contrôle direct sur la politique rédactionnelle. La responsabilité de tout le contenu de la Revue incombe aux deux codirecteurs(trices), qui collaboreront dans le choix et la préparation de tout le matériel en anglais comme en français.

MOTION

APPROVED

That the CPSA Constitution be modified to include the following changes in English and in French in order to clarify some inconsistencies between the French and English versions, clarify the appointment of one Executive Committee member and clarify the election process.

English version:

6.1 *The Officers of the Association, who shall constitute the Executive, shall be the President, the President-Elect, the Past-President, the Secretary-Treasurer and an additional member elected for one year by the full Board from ~~its members-at-large~~ among the remaining Board members at the first meeting of the Board subsequent to the Annual General Meeting.*

8.2.1 *by inserting in the ~~March~~ June issue of the Journal a notice requesting nominations;*

8.2.2 *by circulating, before ~~March-October~~ 31, through those who chair departments of political science, a letter soliciting nominations.*

French version:

4.6 *Le Conseil d'administration peut, après un avertissement écrit, radier de l'Association tout membre qui n'a pas acquitté les ces frais prévus à l'article 4.3.*

6.1 *Les directeurs de l'Association, qui constitueront le Bureau de direction, seront : le(a) président(e), le(a) président(e) élu(e), le(a) président(e) sortant(e), le(a) secrétaire-trésorier(ère). L'ensemble du Conseil d'administration, à sa première réunion après l'Assemblée générale annuelle, choisira parmi les autres directeurs du CA dans son sein un cinquième membre du Bureau de direction, pour un mandat d'un an.*

7.1.2 *Dix (10) autres membres, élus pour un mandat de deux ans; à chaque Assemblée générale annuelle année, on élura élira la moitié de ces membres;*

8.1 *Le Comité des candidatures sera composé du (de la) président(e) (sans droit de vote) et de trois (3) membres de l'Association extérieurs au Conseil d'administration. Le (la) président(e) nommera ces derniers pour un mandat d'un an et veillera à ce que le Comité ainsi formé soit représentatif des membres de l'Association.*

8.2.1 Par la publication d'un avis dans le numéro de ~~mars~~ juin de la Revue;

8.2.2 Par la diffusion, avant le 31 ~~octobre~~ mars, d'un avis par l'entremise des directeurs des divers départements de science politique.

MOTION

APPROVED

That item 13.1.1 of the CPSA Constitution be modified to include the following underlined amendment in order to provide for the smooth transition of CJPS to a new publisher, and to provide flexibility when new editorial teams are being sought:

English version:

13.1.1 The Editorial Board shall comprise six (6) members: A Co-editor, an Assistant Editor and a Book Review Editor, appointed by the Association for a three-year term (which may be extended by the Board of Directors for a one-year period); a Co-editor and an Assistant Editor (who is also responsible for book reviews) appointed by the Société québécoise de science politique; and an Administrative Editor jointly appointed by the two associations for an unlimited term.

13.1.1 Le Comité de rédaction de la Revue sera composé de six (6) membres : un(e) codirecteur(trice), un(e) directeur(trice) adjoint(e) et un(e) responsable des recensions, tous trois nommés par l'Association pour un mandat de trois ans (qui peut être prolongé par le conseil d'administration pour une année), un(e) codirecteur(trice) et un(e) directeur(trice) adjoint(e) (également responsable des recensions), tous deux nommés par la Société québécoise de science politique (SQSP) et un(e) directeur(trice) administratif(tive), nommé(e) conjointement par les deux associations pour un mandat indéterminé.

At the recommendation of the membership, the President would ask the SQSP to potentially implement a parallel amendment. The President would report at the next AGM.

8. CJPS Publisher

Professor Young explained that a move to a new publisher was necessary in order to assure the continued success of the *CJPS*. The transition to Cambridge University Press (CUP) began with the appointed of three Board committees. These committees provided the Board with various options for the journal. Following a review of the options, the Board decided to circulate a Request for Proposals to a number of presses. Completed requests were submitted to the Executive Committee for review. Although the Executive tried to be as fair as possible to Canadian Presses, most proposals were very weak in comparison with foreign proposals. In consultation with the Board, the Executive established a short list of three presses which included one Canadian Press. The Board was informed of the short list and the Executive proceeded to interview the short listed presses. The Executive then held a conference call with the Board of Directors to recommend CUP. A CUP contract was then reviewed by the Board and a copyright lawyer. CUP accepted all the suggested modifications on 2 June 2004. With the constantly changing internet and publishing worlds, Professor Young was pleased that Cambridge University Press, a stable, prestigious and international press, would publish *CJPS*.

The partnership with CUP would provide CPSA with 15% of the institutional revenue. CPSA would retain all membership revenue but pay \$12 US per member to CUP for servicing the membership. CPSA would also retain full copyright.

Professor Jean Laponce congratulated the Board on its choice and asked if the contract contained an inflation clause. Professor Young then explained that for many years, the *CJPS* subscription rates remained at a flat rate. This, according to various presses, was not the norm. In the RFPs received, some presses requested a substantial increase in subscription rates at the risk of losing numerous subscribers but CUP proposed conservative incremental subscription rates. The Board considered CUP's fee increases and agreed to submit the rates as noted in item 9 of this agenda. Professor Young confirmed that if approved by the membership, the subscription rates would not change until at least 2009. Any future fee increase would require a mutual agreement between CUP and the CPSA Board and an approval by the membership.

Regarding a query about potential format changes to the journal, Professor Young assured the membership that any and all marketing strategies, format changes, rebalancing of content would all be made in consultation with the *CJPS* Administrative Editor, the *CJPS* editorial teams, the CPSA Board and CUP representatives.

Regarding a query about the SSHRCC funding for *CJPS*, Professor Young anticipated continued eligibility since the academic editors and the copy editor would continue to be located in Canada. He noted that the *Canadian Journal of Economics (CJE)* had moved to Blackwell and that the Canadian Economics Association had succeeded in securing a grant during the last application process.

Professor Edwin Black, having twice been involved in a journal transition, thanked the President and the Board for the enormous amount of time dedicated to the *CJPS*. The membership then expressed its appreciation with a warm round of applause.

To a query regarding bundles to Consortia Libraries, Professor Young responded that these would most likely be with overseas institutions but that fees had not yet been established. He assured the membership that if an institution within a given Consortium already subscribed to the print version of *CJPS*, the CUP agreement with the Consortium would require that the subscription be maintained.

Regarding electronic access to the journal, Professor Young responded that institutional subscribers would access the journal directly through Cambridge Journals On-line (CJO) but that members would have access via a members' only section of the CPSA website. Current members would then be linked directly to CJO.

Regarding a query about JSTOR, Professor Young confirmed that *CJPS* would soon be included in the electronic archive and begin receiving revenues based on the sale of collections to institutions. In order to safeguard the print version of the journal, a moving wall of 3 or 5 years would be included in the signed contract. Following some enquiries, Professor Young had also discovered that the CEA was receiving revenues for the *CJEPS*. After some discussions with JSTOR and CEA, it was decided that the *CJEPS* revenues would be divided equally between CPSA and CEA and such a clause would also be included in the CPSA contract with JSTOR.

Professor Courtney then stated that the ownership of *CJEPS* rested with the CPSA and that the CPSA should investigate this issue further.

9. Subscription and Membership Fees

Professor Young explained that the new subscription rates would all be in US currency. The Canadian institutions would experience a sharp increase but CPSA would have reached these rates had incremental increases been in effect since 1993 instead of maintaining a flat rate. Professor Young explained that CUP had no differential fees between Canadian and non-Canadian fees and CUP would not have taken on *CJPS* without such a change.

MOTION

APPROVED

That the journal subscription categories and rates be modified from

In Canada

\$65 (plus GST or HST)

All other countries

\$85 (US funds)

To:

	2005	2006	2007	2008
<i>Institutions print plus online</i>	\$89	\$93	\$98	\$103
<i>Canadian Institutions print plus online</i>	\$89	\$93	\$98	\$103

Regarding the membership fee increase, Professor Young explained that the CPSA has a structural deficit. This was not a problem when CPSA had an accumulated surplus of \$150,000. The CPSA has taken measures to decrease its expenses but with less cross-subsidy from the *CJPS* and the increase in costs to replace John McMemeny who was very much under-funded, it is necessary to increase the membership fees and potentially resort to further cuts in the future. Professor Young confirmed that the membership fees, like the subscription fees, had not been increased since 1993. The SQSP would soon be providing its approval of the joint membership fees. The following was put forward:

MOTION

APPROVED

That the membership rates be increased as proposed:

	<i>Students and any other person earning under \$30,000 annually</i>		<i>All other Members</i>	
	<i>Proposed fees</i>	<i>Current fees</i>	<i>Proposed fees</i>	<i>Current fees</i>
<i>CPSA</i>	<i>\$45</i>	<i>\$35</i>	<i>\$125</i>	<i>\$100</i>
<i>CPSA/SQSP</i>	<i>\$50</i>	<i>\$45</i>	<i>\$135</i>	<i>\$110</i>

Professor Young confirmed that a sliding scale based on income had been considered. But since the financial questions were raised following the CUP discussions and the Board had to present its proposal to the membership 60 days prior to the AGM, a proposal could not be developed in time. The Board might submit a proposal to the membership at a later date.

Some members noted that the fees were relatively modest and wondered if such increases were sufficient to maintain the important services provided. Professor Young replied that some expenses were being cut while maintaining the same level of service but that the CPSA Board would return to the AGM with additional fee increases if necessary.

10. SSHRCC Transformation

Professor Young encouraged the membership to read his comments in his annual report. He did urge those members who supported standard research grants to send messages to Mark Renaud.

11. Introduction of the President – Professor André Blais

Professor Young introduced his successor, Professor André Blais (Montréal). He then passed the symbol of office, the Presidential Cup, to Professor Blais.

Professor Blais then thanked Professor Young and presented him with the presidential certificate and thanked him for his work with the Association and especially with the *CJPS*.

Professor Blais then thanked Professor Grace Skogstad who was leaving the Executive and then introduced the President-Elect, Professor Kim Richard Nossal (McMaster).

12. Report: Secretary-Treasurer

Professor Blais referred to the report attached to the agenda. He then informed the membership that Dr. Pierre Coulombe had submitted his resignation. The Board would appoint a replacement as soon as possible.

The following motion was then put forward:

MOTION CARRIED
That McCay, Duff and Company be retained as Association auditors for the next fiscal period.

13. Report: *Canadian Journal of Political Science*

Professor Michael Howlett reported that plans to deal with the backlog of articles and the decline of submissions that he reported at the 2003 AGM were successful. The back log was under control and the submission rate had increased by 30%.

The English and French editorial teams participated in the consultation process to choose the new publisher. The editors were pleased with the move to Cambridge University Press. Due to the transition, the March issue had recently been mailed and the June issue should be available in July. The editors were assured that CUP's first issue, September 2004, would be on track.

Professor Howlett then thanked the membership for their support of the constitutional amendment to increase the number of representatives on the Editorial Advisory Board. He thanked Professor John McMenemy for the extraordinary work on all the issues and in particular, the 5th issue in 2003. He also

thanked the Executive, the Board, Michelle Hopkins and his colleagues on the Management Board. He also thanked the members for submitting articles and agreeing to review.

14. Report: Director of the Ontario Legislature Internship Programme

Professor Greg Inwood referred to his report attached to the agenda. The report included a list of the various supporters of the programme and it described the interns' activities, their placements and the difficulties of fundraising. He was pleased to announce that with the assistance of a pro bono professional fundraiser, OLIP now had a concrete plan of action for future fundraising campaigns. He thanked the members for alerting their students of the programme. OLIP continued to attract strong candidates. Professor Inwood added that the interns were present at this conference to present their research and that they would also be attending the conference dinner.

Professor Inwood expressed his regret at having to resign. He assured the members that his decision was not a reflection on the programme. On behalf of the membership, Professor Blais thanked Professor Inwood.

15. Report: Director of the Parliamentary Internship Programme

Jean-Pierre Gaboury encouraged members to advise their students to apply to the programme. He noted that the programme was founded in 1969 and on 29 April 2004, the programme celebrated its 35th year. In the fall, he planned to organize a brainstorming session to review the programme's accomplishments and its future endeavours. Guests to this session would include members of the CPSA, parliamentarians and sponsors.

He was pleased to introduce Jeffrey Biggs, the Director of the Congressional Fellowship Programme. PIP continued to have good relations with the Fellowship Programme.

16. Report: Editor of the *Bulletin*

Professor James Driscoll reported that some of the services provided in the *Bulletin* were duplicated. For instance, the employment announcements that were published would usually have been circulated on Polcan and uploaded to the CPSA website. Following a recent budget review, the Board decided to discontinue printing paper copies of the *Bulletin* and to consider the possibility of providing a re-defined *Bulletin* electronically. Professor Driscoll had agreed to continue temporarily as Editor to assist with this initiative.

17. Conference

Professor David Laycock provided the following statistics:

408 registered delegates;
321 participants in the programme;
120 papers posted to the CPSA website.

He noted that there were 11 workshops and various special sessions such as the Templeton Lecture and the OLIP panel.

Professor Laycock thanked David Stewart for the local arrangements and securing \$11,000 from various sources to enrich the programme dinner and other events. He thanked Michelle Hopkins and the four students: Amanda Lieverse, Sunny Petrujkic, Mahmudur Bhuiyan and Jared Wesley. He thanked the members of the programme committee for their dedication, Joyce Green for a great plenary and Robert Young for his on-going advice.

Professor Young then thanked Professor Laycock for agreeing to serve as Programme chair and ensuring such a rich and interesting programme. He then presented Professor Laycock with a plaque of appreciation.

18. Other Business

Professor Chedly Belkhodja noted that the Atlantic Provinces Political Studies Association conference would take place at the Université de Moncton, September 24-26, 2004.

Jeff Biggs noted that the Congressional Fellowship Programme was celebrating its 50th anniversary. He noted his wonderful experience at the CPSA conference and encouraged the CPSA to consider to APSA's PROL project for papers on-line.

No other business was raised.

16. Adjournment

MOTION CARRIED
That the meeting be adjourned until 3 June 2005.