



The International Academy for Intercultural Research (IAIR)

Department of Psychology
University of Hawai'i at Hilo

MINUTES

Board meeting of the International Academy for Intercultural Research (IAIR) August, 27-29, 2008 held at the University of Hawaii, Manoa.

Present:

Jenny Abe (IJIR Managing Editor), Jeff Ady (half day), Rosita Albert, Dharm Bhawuk, Jane Ma (*Elsevier*, attending 28-08-2008), Kenneth Cushner (*President and Chair*), Dan Landis (*Executive Director and Treasurer*), Annet te Lindert (*Secretary, Minutes*), Jan Pieter van Oudenhoven, Cookie Stephan, Walter Stephan, Colleen Ward (*Vice-President*).

27-08-2008

1. Opening the meeting

Welcome by Ken Cushner to all board members. Introductions of all present.

A brief history: The International Academy for Intercultural Research (IAIR) was founded in 1997 as a result of deliberations by the Organizing Forum for an Intercultural Academy. These deliberations were co-sponsored by the Intercultural Communications Institute and the International Journal of Intercultural Relations. The aim of the Academy is to provide a forum where senior intercultural researchers, academics, and trainers can exchange ideas, theories, research and successful training approaches. In this way, the Academy fosters high level research and scholarship on intercultural issues. All disciplines are welcome in the Academy. In 1997 it was started with 25 members, in 2008 there are 187 Fellows and Members of the Academy.

2. Agenda

Review of agenda and additional items for discussion noted. Ken Cushner states that his primary objective for this meeting is establish and put into practice a new set of by-laws and organizational structure that will guarantee continuity and fresh ideas to the Academy. Much appreciation to Walter Stephan for developing and circulating a draft of a new set of by-laws to be used as a starting point.

3. Minutes

This year will be the first year formal minutes will be recorded and circulated. Annet te Lindert, from the University of Rotterdam, Netherlands, will serve as Secretary to IAIR.

4. Financial report

Dan circulated the financial report of the Academy, showing a balance of \$49,637.27 as of July 2008. We encountered a loss of \$1,000 from last year's conference (previous conferences have either broken even or generated \$1-2,000 for the Academy). This year, additional costs were incurred as a result of the need to move the office off the UH-Hilo campus to town, (e.g. rent, internet, telephone, etc.). Webhosting (Netvoice, Mississippi) costs \$15 a month. Dan reported that there is currently 1% interest on our

bank account, and will investigate possibilities of investing some of these funds in greater interest-bearing means.

Bhawuk suggested that because the impact factor of IJIR has increased so dramatically, from 0.45 to 0.96, that we consider asking Elsevier to increase the amount of support it provides IAIR (sort of an intellectual bonus). Currently, IAIR receives \$5,000 from Elsevier, but at least \$3,300 is returned in the form of member subscription fees.

Member dues are expected in November 2008. Most Academy members paid for more than one year at a time.

Colleen suggested that the Treasurer's position be rotated every 4 years.

Another suggestion was to house the treasurer and administration of the Academy in one place, such as a University. This was discussed, but it was not certain that an institution would be willing to provide the financial resources required to host the Academy. This might be considered at some future time.

The Academy as a non-profit organization pays no taxes as long as it takes in less than \$25,000 per year. Dan will send a copy of the IRS paperwork to Ken for record keeping.

The Financial Report was unanimously approved by the Board, and Dan was thanked for his careful accounting and oversight of the financial affairs of the Academy. A Treasurer will be established in the coming year.

5. Review of Constitution and By-Laws

By-laws. Walter Stephan circulated a draft of new by-laws, and explained that these were based on those of IACCP, discussions from the past two IAIR board meetings, his own experiences, as well as comments on earlier drafts from Dan and Ken. Two and a half days were spent discussing and working through the details of the new by-laws. The by-laws, which were unanimously approved by the Board, will be circulated with these minutes to the IAIR Membership. Key items to be implemented include a reduction of the current Board membership (a large number of this group have been serving in this capacity since the inception of the Academy), and formal establishment of new officers and Board (Executive Board to consist of President, Past-President, President-Elect, Secretary, Treasurer; four Fellows and four Members; IJIR Editor – for as long as IJIR is associated with the Academy; and Dan Landis as Founding Lifetime member). A nominations and elections process will begin this year, with a Nominations and Election Committee chaired by the Past-President. See by-laws for specific details.

6. Report on Honolulu Conference Preparations

a. Tour of conference rooms. Bhawuk took the Board members to various locations where programs and session would be held on the UH campus for next year's conference. A number of facilities are available which will be able to easily accommodate a variety of program needs, including the Shidler College of Business.

b. Report on food service. Bhawuk has been communicating with at two vendors and will explore others, including university conference facilities, to provide meals and breaks as needed. Included will be an opening reception, lunch daily, as well as a closing dinner.

c. Report on accommodations. A variety of accommodation types and costs are being considered.

d. Report on budget and costing. Bhawuk is working hard to keep costs to an absolute minimum. Facility costs through the university are minimal and speakers' fees are low. A budget was presented and discussed, and with minor changes, approved. Bhawuk requested that Elsevier consider sponsoring three keynote speakers to cover expenses.

e. Report on Publicity. Conference information is available, including a brochure which can be downloaded and circulated from the website.

f. Program Committee. Includes Dharm Bhawuk, Dan Landis, Ken Cushner, Jan Pieter van Oudenhoven and Vijayan Munusamy. Proposals are beginning to come in slowly.

g. Awards Committee. Lifetime Achievement Recipients recognized at the conference include Tony Marsella and Tom Pettigrew. Arzu Wasti chairs the Dissertation Award Committee. Walter Stephan chairs the Early Achievement Award. Nominations for each should be submitted to each Chair.

Bhawuk will provide the Board with monthly updates about conference developments

28-08-2008

Ken opened the second day of the meeting and presented a list of individuals currently listed as board members, some of whom have been minimally active. In the new structure of the Board, only eight members (in addition to the Executive Board and IJIR Editor) will serve. It was decided that Ken will send a letter to the five board members chosen by the board, explain the new structure, and thank them for their service. Next year four members will be asked to step down from the board. After that, two Fellows and two Members will be nominated to succeed the latter four board members.

7. Report on IJIR operations

a. Introduction of Jen Abe. Dan introduced Jenny as the new Managing Director for IJIR. Jenny talks about update for IJIR. To date, in 2008, we 73 manuscripts have been submitted, compared to 66 manuscripts for the whole of last year -- 18 of which have been rejected, 10 of which have been asked to be revised, 5 of which are still pending, 5 of which have been accepted for publication. IJIR has started a "soft launch" of the new EES system (peer review system). To date, four authors have registered and submitted their manuscripts in this new online method. We are receiving about two manuscripts per week and have increased the rate of rejection.

Two special issues were published this year:

1. Globalization resulting from Fellows day at the Conference in Groningen (co-edited by Young Kim and Dharm Bhawuk).
2. Best papers, including many of the keynote addresses from the Groningen conference (co-edited by Jan Pieter van Oudenhoven and Ken Cushner).

One special issue on the topic of acculturation is pending and may be somewhat controversial.

A brief discussion about inviting new reviewers followed. Rosita suggests inviting all non-members who do reviews to consider applying. Board members could also send names of possible reviewers to Dan, including PhD students who work under the supervision of Fellows. Jan Pieter added that it might be a good idea to create a database which tracks which member reviews what article, how many articles, and extra information (e.g. when they are on sabbatical or vacation, for instance).

b. Jane Ma from Elsevier. Dan thanked Jane for doing an outstanding job for IJIR. The publisher's report was presented and discussed. IJIR downloads have increased 10% since last year. 4,000 institutions already have access to Elsevier's site; it is to be expected to increase over the years.

The size of the journal has increased so there are fewer page limitations, meaning we can accommodate more articles. The impact factor of the Journal had a statistically significant increase (62%), which is pretty unique compared to other Elsevier journals. The newly-developed virtual special issues should help improve this as well.

Elsevier's goals for next year include: promoting and increasing online usage and citations; reviewing citation activity and create a plan to increase citations; increasing publication speed, because of space for more articles per journal and more space per article; introducing the online submission system; introducing a new section with articles "accepted" that can be downloaded.

The publisher's report shows that the articles of John Berry and Walter Stephan (published in 2005) had the highest number of citations.

The remaining question is how to continue to increase the journal's impact factor. Jane suggests increasing the number of review articles and special issues. In addition, it was noted that having a title that is more general than specific seems to have far wider outreach. Colleen suggested including one review article every first issue each year. A number of review articles are in development. Dan will pursue these authors in the coming weeks. Dan also suggested creating a special virtual issue based on important classical IJIR articles.

Jane will create a list of downloads per area, as well as a list of institutions or universities who downloads IJIR articles.

Dan broached the possibility of increasing IAIR income from the journal based on the increased usage and improved impact factor. Jane will take this up with Elsevier.

c. Work continued on the constitution throughout the afternoon

29-08-2008

Ken opened the meeting by thanking Bhawuk for arranging to host us for the three days; thanking those who traveled from far distances for their time, effort and contribution to the Academy; and Walter and Cookie for their continued work on the by-laws.

The current draft of By-Laws was approved by full consensus of the board. A redraft of the by-laws will be sent to board members who were in attendance at the meeting. Board members will have two weeks to comment on the redraft of the by-laws before they are circulated to the membership.

8. Future Conference Venues

Future conference venues were to include 2011 in Wellington and 2013 in South Africa. Colleen discussed her concern that IACCP has planned their 2010 conferences to be in Melbourne, while their 2012 conference is to be in South Africa. These venues could interfere with our own conference. Jan Pieter reminded the group of the decision to hold the IAIR conferences alternatively in North America, and then either Europe or a non-

western country, thus hoping to encourage as much participation as possible. Singapore has already been contacted about the feasibility of hosting the 2011 conference, and both they, and South Africa need to be contacted to see about the possibility of changing venues because of previous promises made by the Academy. After that (5 years ahead) we can put into practice a conference rotation schedule.

9. Increasing member involvement

A discuss on increasing member involvement and benefits followed. Dan suggested that each Fellow could supervise and pay one year dues for one student as an honor for promising researchers (would cost \$25 per student membership). Ken will suggest this to the membership in a future e-mail. Additional benefits to the membership were discussed, including the possibility of gaining access to Scopus, the largest abstract and citation database. Jan Pieter suggested offering assistance to members who want to publish high quality books of our topics. Bhawuk suggested that we might try to get sponsorship from Elsevier for major conference presenters. It was also suggested that we consider to organizing smaller, local meetings and possibly summer programs and/or workshops in between conferences.

Dan will add a web link for student members to upgrade to full member status, as well as full members to Fellow status.

10. Website

A brief discussion of upgrading the website followed. Annet and Ken will each approach web-designers for possibilities and prices. The new web committee will be Annet (Chair), Dan (acquiring web-information), Ken and Colleen. Dan will begin working on this immediately, and suggested a soft-launch among the Board for a new website of the Academy. Jenny could be responsible for updating information to the web on a regular basis. (NOTE: Since the meeting, Dan has moved forward with updating the current website.)

11. Final Items

- a. By consensus of all board members attending the meeting it was decided that Dan Landis will be life time board member as a founder of the Academy. Dan was also approved to continue in the role of Executive Director and Treasurer.
- b. Jan Pieter informed the board that the most recent download figures included two articles from the latest special Groningen issue -- the articles of Colleen Ward and John Berry.

12. Closing

The meeting was adjourned at noon by Ken.

Respectfully submitted

Annet te Lindert