



SOCIETY FOR AMERICAN ARCHAEOLOGY

**COMMITTEE/TASK FORCE CHAIR
SPRING 2023 REPORT TO THE BOARD OF DIRECTORS**

Due to SAA Executive Director, SAA Secretary, and Board Liaison on February 6, 2023, for inclusion in the materials for the Spring Board of Directors Meeting. Your report serves to inform the SAA Board of the committee/task force's accomplishments and as background for the action items.

- The Board asks all committee and task force chairs to use this Word document to report to the Executive Director (ona_schmid@saa.org), the SAA Secretary (Kelley.Hays-Gilpin@nau.edu), and your Board Liaison.
- Reports are required in the spring of each year and optional in the fall.
- **Starting in 2022, Coordinator, Membership and Meetings, posts reports on Committee pages to improve transparency and assist incoming future chairs.**
- If you are able to join us in Portland Oregon, Committee and Task Force chairs are invited to join the Board for **breakfast on Saturday April 1, 2023**. Please RSVP by February 1.

Report of the	Meeting Safety Committee
From Chair	Casey Campetti & Phyllis Johnson
Date	2/10/2023

1. Membership and terms for your committee:

So that the SAA Office's records are as complete as possible, please list your committee members and their terms here. Please also note if there are anticipated changes in a member's status before their term end date.

Casey Campetti	5/16/2022	4/22/2023
Phyllis Johnson	12/1/22	4/27/2025
Scotti Norman	4/16/2021	2024
Jeanne Moe	2022	2025
Apen Ruiz	2022	2023
Liz Watts Malouchos	2022	2025
<u>Newly recruited to start at 2023 Annual Meeting:</u>		
Jo Osborn	3/31/2023	5/1/2026

Judith Trujillo

3/31/2023

5/1/2026

2. Executive summary of Committee's/Task Force's activities over the past year:

Please note that the activities summary should not exceed 250 words. Should the committee or task force be responding to a Board request for a draft document or report, refer to it in the summary and forwarded with this form as an attachment. If no such document was requested by the Board, the executive summary should be confined to the word limit.

The MSC is currently working on implementing the volunteer accompaniment program for the 2023 Meetings. We have also been working with Right to Be on delivering bystander intervention training to Meeting Safety Committee Members and Volunteers in advance of the 2023 meetings. All MSC volunteers will be required to attend this training. The training will be 90 minutes long and presented virtually. The proposed delivery date for the training is anticipated to be late February/early March 2023. The contract has been executed and coordination is ongoing.

The MSC has also been working to recommend additions and changes to the Meeting Safety Policy. These efforts have included supporting SAA's use of at least one ombuds (rather than a minimum of two) and reviewing language for a proposed grievance system utilizing the process operated by the Register of Professional Archaeologists (RPA). We anticipate making recommendations on the Policy before the end of February.

MSC member Jeanne Moe will deliver the workshop *Exploring Power Dynamics, Responsibility, and Accountability in Archaeological Practice* in person at the Annual Meeting in Portland. This is the second time the workshop will be sponsored by MSC.

3. Items for Board Consideration, if applicable. These are recommendations and requests that specifically require Board approval.

These items range from statements that you may wish to be disseminated, requests to undertake projects, requests to disseminate results, or any other action for which a committee or task force needs specific Board guidance/approval. Please do not embed such items in your activities summary. These items must be separately listed in this section. These are actions you are asking the Board of Directors to take. Please also include a discussion of fiscal impacts, if any, but note that budget requests occur in advance of the Fall Board meeting (and not as part of this report).

Should you have questions about whether any of your Committee's items require Board approval, please consult with your Board Liaison prior to submitting your report. We also recommend that you run a draft of your report by your liaison before you "officially" submit it.

n/a

4. Draft motions, if appropriate. (Optional)

Drafting a suggested motion or motions for any requests noted above will help the Board more clearly understand your request and increase the “fit” between the request you make and corresponding Board action. Please keep in mind that suggested motions may be revised or not accepted by the Board, whose responsibility it is to consider the full range of member needs. If you choose to include suggested motion(s) with your report, it is essential that you work with your liaison before you submit your report. They will be able to provide examples of motions that you can use as models for the ones you create.

n/a