

**Committee/Task Force Chair**

**February 2024 report to the Board of Directors**

**Due to SAA Executive Director, SAA Secretary, and Board Liaison on March 19, 2024,** for inclusion in the materials for the Board of Directors Meeting in New Orleans. 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 (oona\_schmid@saa.org), the SAA Secretary (Barbara.roth@unlv.edu), and your Board Liaison.
* Reports are required for the BOD meeting at the Annual Meeting of each year and optional in the BOD September meeting.
* **Starting in 2022, Coordinator, Membership and Meetings, posts reports on Committee pages to improve transparency and assist incoming future chairs.** This means that
	+ Committee chairs are responsible for making sure the entire committee has reviewed the report prior to submission
	+ Reports do not include ad hominem attacks or otherwise defame, insult, or libel another person or group
* If you are able to join us in person, Committee and Task Force chairs are invited to join the Board for **breakfast on Saturday April 19, 2024.**

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| Report of the | Committee on Virtual Meeting Components |
| From Chair | LuAnn Wandsnider |
| Date | March 11, 2024 |

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.*

Note: all committee members must review the report prior to submission

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| ***LuAnn Wandsnider*** *(School of Global Integrative Studies, University of Nebraska-Lincoln, USA) - 2025****Amanda Brock Morales*** *(Department of Anthropology, University of Florida, Gainesville, USA) 2024****Nora V. Franco (****Facultad de Filosofía y Letras, Universidad de Buenos Aires, and IMHICIHU-CONICET, Argentina) – 2025****María A. Gutiérrez*** *(SAA Board Liaison, INCUAPA-CONICET-UNCPBA, Universidad Nacional del Centro de la Provincia de Buenos Aires. Olavarría, Buenos Aires, Argentina)****Simon Holdaway*** *(Department of Anthropology, University of Auckland, New Zealand) -2025****Rocío M. López Cabral*** *(Department of Anthropology, University of Florida, Gainesville, USA) - 2024****Ted Roberts*** *(UES, Flagstaff, Arizona, USA) – 2025?****Monica L. Smith*** *(Department of Anthropology, University of California, Los Angeles, USA) – 2025****Joshua Wells*** *(Department of Sociology and Anthropology, Indiana University South Bend, USA) – 2025* |

1. **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.*

Note: no report should include ad hominem or denigrating comments about another party or individual. These reports are shared publicly to facilitate transparency among the organization, (such as helping future chairs understand the main policy concerns of the Committee or Task Force.)

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| Over the last year, the Committee on Virtual Meeting Components:* In Portland, met to discuss committee charge.
* Reviewed the 2023 annual meeting survey results with respect to how respondents felt about virtual meeting components.
* Recruited student members to the committee.
* Met with the SAA Board to review and brainstorm on how to best serve member needs,including incentivizing remote participation in the Annual Meeting.
* Offered recommendation to the Executive Office on implementation of virtual components
* Prepared several documents in advance of the 2024 meetings, including a survey poll to go to session participants; questions to be added to the 2024 Annual Meeting survey; recommendations to session chairs and online participants; and, information to go to session moderators.
* Prepared an article/invitation to all members to participate in the Annual Meeting either in person or virtually, taking advantage of virtual components. This article will appear in the March SAA Archaeological Record and we will provide a follow-up assessment of the 2024 experiment.

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1. **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.*

Note: no report should include ad hominem or denigrating comments about another party or individual. These reports are shared publicly to facilitate transparency among the organization, (such as helping future chairs understand the main policy concerns of the Committee or Task Force.)

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| In our meetings, we expressed several concerns and we here bring them to the Board’s attention:1. If virtual meeting components continue to be offered, we would like the Board to explore the possibility of permitting online session access to non-members via a low-cost access fee (e.g., 40 USD per session). Such access would be welcomed by our community collaborators and by colleagues with whom we would like to foster collaborations. There is also the possibility of recruiting new members to the SAA via this avenue. We, the committee, would work to get the word out by compiling e-mail addresses to archaeological societies from around the world. With this resource, the Executive Office could invite our archaeological colleagues to participate in particular sessions.
2. We would like to more robustly address how to incorporate the important networking function into the virtual meeting. According to their online information, the vendor for 2024, OpenWater, has some experience in this area, so, it seems networking may be facilitated in an online manner at least to some extent though perhaps at a price point the SAA cannot afford. In addition, we had some lower-tech suggestions for proceeding, for example, perhaps extending the current vehicle of Interest Groups to include Geographic Regions and inviting moderators to facilitate interaction.
3. We also discussed the idea of inviting sponsorship for the virtual meeting components from firms and/or agencies.
4. We wondered whether universities might also have the infrastructure in place that would permit them to bid on providing virtual meeting components to the SAA.
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1. **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.*

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| 1. As a means to enhance public outreach and demonstrate community engagement, we move consideration of online Per Session access for non-members.
2. We move that the SAA evaluate the possibility of internet services being provided by Universities as means of reducing costs.
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