SECAC Board of Directors Meeting
8:30 AM - 1:00 PM, Thursday, October 15, 1992
Hill University Center, UAB

Coffee and rolls available at 8:30 AM; light lunch will be served in meeting room during Board meeting.

AGENDA

Call to order and recognition of new members
Adoption of the agenda
Minutes of 1991 meeting*
Treasurer's report and 1993 budget*
Administrator's report
1992 Conference report
Future Meetings
  1993, Chapel Hill/Duke
  1994, New Orleans
  1995
Amendments to Constitution*
Committee reports
  SECAC Review
  Exhibition grant
  SECAC Directory
  Nominating Committee
  Professional Awards Committee
  Standards on Tenure/Promotion*
  Museum Survey
Affiliate reports and friends
  SESAH (not an affiliate)
  SEWCA
  SGC
  VRC

Old business
  SECAC poster

New business
  Certificates of Recognition

Adjournment

*Document enclosed
MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF SECAC
October 15, 1992, Stern Library, UAB, Birmingham, Alabama


Meeting called to Order at 8:30 a.m.: President Ligo introduced new board members Robert Mode, Robert Scucchi, and Donald Van Horn.

Agenda was adopted with additions and corrections. Corrected to read "Affiliate and friends reports," and F.A.T.E. report was included under that heading.

Minutes of the 1991 meeting were approved as amended.
1. pg.3, para. 3: Olef to Olof Sorenson
2. pg.4, para. 2: reports from affiliates and friends; SECAH to SESAH; para. 5: visual resource curators to visual resources association.

Treasurer's Report
President Ligo called on John Myers to present the Treasurer's Report and the 1993 proposed budget. Myers reported SECAC assets as of October 13, 1992 represented a significant change from those reported in the August 31 report sent to board members.

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<td>WACHOVIA INTEREST BEARING CHECKING</td>
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<td>10,653.38</td>
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Discussion followed regarding the advisability of moving the CD funds into Money Market accounts. Martha Caldwell moved that, upon expiration, the smaller CD be deposited in the checking account and the larger CD be converted to a Money Market account (seconded by Updike). It was suggested that professional advice be sought on the best options for money market investment in consultation with Bob Lemon and others. With this amendment, the motion was approved by the board.

Myers presented the 1993 proposed budget noting, 1) an increase in expected membership income over this year; 2) a projected increase in the cost of the REVIEW from $6000 to $7000 as reflected in the actual cost of last year's issue ($7150); and 3) that the miscellaneous category ($3000) includes the allotment for the "Artist's Grant."

The need for a new computer was noted by Anne Thomas, and after discussion Caldwell moved (seconded by Lemon) that a new computer be purchased out of capital funds for up to $2000. The motion was approved by the board.

Martha Caldwell moved approval of the 1993 budget as presented
and was seconded by Lloyd Benjamin. Discussion followed. Robert Craig questioned the 20% increase in expected individual memberships and conference income. Robert Lemon moved to table the motion to approve the budget until after discussion of future projects which might also affect income. The board concurred.

Administrator's Report
President Ligo asked Anne Thomas to present the Administrator's Report. Membership is approximately 450. This includes student memberships and 99 institutional memberships (an increase of 14 over last year). The difference in budgeted amount for '92 and '93 is based on a change in accounting procedure. For example, if $35 is sent, $25 goes toward individual membership and the rest is posted to the contributors category. It was also noted that, considering the actual membership figures to date, the projected membership revenues for 1993 seem more than reasonable.

After discussion of student membership policies which included suggestions for membership fee increases, and purchase price of the REVIEW for students, no specific action was taken, and the board reaffirmed policies stated in Article 1.5 of the By-Laws. It was also suggested that student members be strongly encouraged to pre-register for the annual conference to ensure adequate preparation in planning conference events. Implementation was left to future conference directors.

1992 Conference Report
President Ligo called for a progress report on the 1992 conference. Director, John Schnorrenberg gave a status report, discussing conference logistics and the various sessions locations; and providing a synopsis of special events.

Future Meetings
Arthur Marks reported on the 1993 conference in Chapel Hill/Durham. He presented the proposed conference budget and "Conference Policies" (attached), and moved their acceptance with the added provision for a conference fee not to exceed $50 with a $15 spread between pre- and late registration fees. The motion was seconded by Myers and discussion followed.

Martha Caldwell moved (seconded by Collins) that the "Conference Policies" 1.d be amended to include the following statement at the end of the paragraph: "Spouses or companions who are involved in SECAC activities as studio or art history professionals should pay membership and registration fees."

Robert Craig made a friendly amendment to 1.b requesting the change to "student members" in the first sentence, and the replacement of the second sentence with "Student members who register late will be charged the same late fee as that established for individual members." Caldwell and Collins accepted the amendment.

Robert Mode moved (seconded by Benjamin) the adoption of the amended "Conference Policies" for one year with the understanding that they would be brought to the board at next year's annual
meeting for further consideration. All concerned accepted this revision of the original motion, and the board voted its approval of the proposed budget with the accompanying policies as amended.

Peggy MacDowell reported on preliminary preparations for the 1994 conference in New Orleans. After discussion of several possible conference hotels, the board advised securing the Ponchatrain Hotel and conference facilities.

President Ligo asked for suggestions for conference sites for 1995 and 1996. Washington, DC (Georgetown) was put forward for 1995, and Florida for 1996. Ligo was charged with seeking hosts for conferences in those locations.

Amendments to the Constitution
President Ligo presented several "housekeeping" amendments to the SECAC constitution. After discussion, the board approved their presentation for action at the annual business meeting.

Committee Reports
1. SECAC REVIEW Floyd Martin presented a report on the 1992 edition of the REVIEW (attached), and stated that the suggested budget of $7000 reflected in the 1993 proposed budget is a realistic figure, considering that 1992 final costs were $7150.

2. EXHIBITION GRANT Ron Larned reported that 31 grant proposals were received which were of high quality and great diversity. He noted that last years' recipient was unable to complete the grant because of medical problems. The individual wants to complete the work a year from now and present the results to the results at the 1993 meeting. The board agreed that this is appropriate as long as some form of presentation is made and SECAC acknowledged.

Discussion followed concerning possible options if like circumstances arise in future years. Floyd Martin suggested a professional review of the grant winner's work might appear in the SECAC REVIEW. Arthur Marks called for a simple letter of agreement listing suggested use of the grant money, and an archives of these grant reports and slides be established and filed in the SECAC administrator's office. Martha Caldwell thought that this information and other SECAC materials should also be sent to the Archives of American Art to form a permanent record of the organization. Brad Collins wanted this information included in the letter of agreement.

Marks moved (Collins second) that the committee prepare a proposal to submit at the annual business meeting. Approved by the board.

3. SECAC DIRECTORY Martha Caldwell reported that Anne Thomas has assumed responsibility for the directory, and estimates that it will cost approximately $700 to publish. It will be available for purchase at next year's meeting. Anne also suggested the publication of a new directory every three
4. NOMINATING COMMITTEE Lloyd Benjamin reported that the terms of Brad Collins, Robert Craig, Paul Krainak, and Christina Updike will expire in 1993. He will solicit nominations from the states represented by those individuals for inclusion in the January newsletter with bios of the candidates. A ballot will be sent to the membership in Spring 1993.

5. PROFESSIONAL AWARDS COMMITTEE Lloyd Benjamin thanked the members of the awards committee--Pamela Simpson, Bob Lemon, Brad Collins, Peggy McDowell, Larry Ligo, and Michael Simpson--for their help in determining the award winners. He described the process and noted that the committee needed to reconvene to refine the guidelines before the annual business meeting on Saturday.

This year two awards will be given for exhibition--one for best exhibition of historical material, and one for best of contemporary material. A third award will be given for best effort in research and publication.

6. COMMITTEE FOR STANDARDS ON TENURE AND PROMOTION Lloyd Benjamin presented SECAC's proposed guidelines for tenure and promotion. After a brief discussion, he volunteered to accept written suggestions for changes, which he would present with the document for discussion at the annual business meeting.

7. MUSEUM SURVEY Lloyd Benjamin introduced guest Shannon Mitchell to report on the museum survey results. Discussion followed distribution of the report. Randy Mack suggested publication of the results in the SECAC REVIEW. All agreed this was an excellent way of getting the survey before the membership.

Mitchell noted that the next steps in the process should be to make phone-call follow-ups on non-responses to the questionnaire, and ultimately to publish a directory containing the information gathered for use by the membership in mounting traveling shows. Arthur Marks suggested contacting Ruth Beesch, Director of the Weatherspoon Gallery to create a program at next year's meeting. A committee was established to present a proposal at the annual business meeting.

Martha Caldwell moved that Shannon Mitchell be congratulated by the board for her hard work on the survey. The motion was seconded by Bob Lemon, and approved by acclamation of the board.

Affiliate and Friends Reports
1. SESAH: Randy Mack presented the report for the Southeastern Society of Architectural Historians.

2. SEWCA: No report.
3. **SGC:** Boyd Saunders reported on the Southern Graphics Society noting that Hugh Merrill had been elected president for 1993-94. Last year the organization met in Knoxville, and this year would meet in Baltimore. He also stated that although SGC has become national in scope, with members from many states outside the southeast, it was trying to maintain its regional nature and avoid a national identity. He closed with the announcement that the group would have its SECAC meeting on Saturday.

4. **VRC:** Christina Updike presented the report on the activities of the Visual Resources Curators, noting that the group has been associated with SECAC for the past twelve years. VRC will have a paper session on Friday afternoon, and a workshop on the Art and Architecture Thesaurus on Saturday. She also reported that as president of the national association (VRA) she traveled to the Getty Museum in California. VRA has also received a Kress Grant to produce a National Directory of Visual Resources in the U.S and Canada, and Tina is the coordinator for the southeastern region.

5. **FATE:** J. Michael Simpson reported that FATE would hold two sessions this year, and encouraged board members to attend. He also indicated that 1991 FATE abstracts were available for perusal by any who are interested.

**Old Business**

**Posters** Brad Collins reported that the SECAC poster cost approximately $200 to print. It has been distributed, and the hope is that it will produce both short and long term results in recruiting new members. He proposed the printing of a new poster every two to three years.

**New Business**

1. Suggestions for Certificates of Recognition were solicited. Dean Carter was proposed as a recipient for next year. The board agreed.

2. A committee on tenure and promotion for studio and art education disciplines was proposed. All agreed this was a good idea, and it was put on the agenda for the annual business meeting, at which time committee volunteers would be sought.

3. President Ligo proposed some form of raise for SECAC Administrator, Anne Thomas. The board agreed in principle, and asked the president to discuss a future increase with Anne. It was also agreed that all of her expenses connected with the annual meeting should be paid, and that she be given
associated with travel for the organization.

Brad Collins moved that $750 of the money assigned to the repair category of the proposed 1993 budget be moved into a travel category for Anne’s use. Robert Craig seconded the motion, and it was approved by the board.

4. 1993 Proposed Budget

Martha Caldwell reintroduced her original motion for approval of the 1993 budget accepting the amendment to move $750 from repairs to travel. Benjamin, who seconded the original motion, concurred, and the budget was approved by vote of the board.

THE MEETING WAS ADJOURNED AT 12:55 PM

Respectfully submitted,

John W. Myers
SECAC secretary/treasurer
## SECAC Assets as of August 31, 1992

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### Notes on Financial Report

Under EXPENSES:

- Miscellaneous includes the Artist Grant of $2500.

- Budgeted figure for Repair/Maintenance of Equipment includes funds for upgrading SECAC computer.
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**EXPENSES**

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### EXPENSES

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# SECAC 1991 FINANCIAL STATEMENT

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**NET**

(6403.00)

CONFERENCE POLICIES

1. Every person who attends the annual conference shall be a member of SECAC and shall pay the registration fee for the meeting, except as provided below.

   a. The Director of the annual meeting may by advance notice in writing, given to the Administrator, exempt from payment of membership fee and all or part of registration fee as many as but not more than five persons.

   b. Students are exempt from paying registration fee if they pre-register. There will be a late registration fee not to exceed one-half of the fee charged individual members.

   c. Institutional representatives, when presenting a letter of certification to the Administrator, do not have to pay individual membership. Each institutional member can have a representative.

   d. Spouses or companions of registrants do not have to pay membership. They do have to pay registration fee if they are attending any conference events other than social functions.

   e. Members of the faculty of the host institution will be allowed to register at any time at the pre-registration rate, and their spouses/companions will be exempt from the registration fee.

2. The conference Director is responsible for informing chairs of panels and sessions of SECAC policies.

3. Chairs are responsible for informing participants on their panels or sessions of SECAC policies. Any chair inviting a participant from outside the SECAC region, who wants policies waived for that individual must submit the request in writing to the Director of the conference.

4. If there be anyone known to the Administrator as having taken part as a panelist or given a paper at an annual meeting who has not paid SECAC membership for that year or the registration fee for that annual meeting and who shall subsequently apply to be a panelist or give a paper at a subsequent annual meeting, the Administrator shall see that this person is notified that he/she may not be on the panel or give the paper unless she/he first pay membership and registration fee for the conference for which she/he is in arrears and also pay in advance membership and registration fee for the annual meeting in which she/he intends to participate.
PROPOSED BUDGET

SOUTHEAST COLLEGE ART CONFERENCE
(SECAC)
October 21 - 24, 1993

REVENUE

300 Participants @ $40/person       $12,000

Total Revenue                          $12,000

EXPENSES

Educational Supplies                $  300
Bus Tours                          $1,500
Postage                             $  280
Telephone                           $  100
Promotional/Printing                 $1,500
Program                             $  700
Miscellaneous                       $  200

Total                                $ 4,580

Administrative Fee                   $ 1,500

*Total Cost                          $ 6,080

Projected Revenue over Expenditures  $ 5,920

*COSTS NOT INCLUDED IN TOTAL ARE: Audio/Visual and Food for
Breaks, Banquet and Board
Meetings

09/04/92/bgd
THE CONSTITUTION OF THE SOUTHEASTERN COLLEGE ART CONFERENCE

(As amended October, 1988)

Preamble

The members of the Southeastern College Art Conference meeting at Richmond, Virginia on October 20, 1984 adopt the following Constitution to govern themselves in their organization.

Article I: Name and Purpose

1. The name of the organization shall be the Southeastern College Art Conference.

2. The purpose shall be to promote art in higher education through facilitating cooperation among teachers and administrators in universities, colleges and junior colleges, professional art schools, and museums, who are concerned with the development of art in their respective institutions and communities served by their institutions. Since the improvement and extension of art in higher education relates to the development of art in other levels of teaching and in culturally related activities in the region in general, cooperation shall be encouraged between the Southeastern College Art Conference and other organizations in the region with mutually reinforcing goals.

Article II: Membership

1. Active members. Any university, college, junior college or professional school art teacher, museum staff member, or individual in an allied field interested in the development of art in higher education and related institutions may become an active member.

2. Institutional members. Any college, junior college or university art department, school or college of art, professional art school or museum may become an institutional member.

3. Contributing members. Commercial and industrial firms, institutions and individuals interested in the purpose of the Southeastern College Art Conference may become a contributing member.

4. Student members. Students in colleges, universities and professional art schools in the region may become student members.
Article III: Officers

1. The officers of the Conference shall be a President, a Vice President, a Director of the Annual Meeting, a Secretary-Treasurer, and an Editor.

2. The President shall be elected for a three-year term at the annual meeting of the Conference a year prior to the beginning of the President's term of Office. A President may not hold more than one successive term of office.

3. The Vice President shall be elected at the annual meeting. The term of the Vice President is three years, and the Vice President may hold successive terms of office.

4. The Second Vice President shall be elected at the annual meeting and must be a resident of Virginia. The term of the Second Vice President is three years, and the Second Vice President may hold successive terms of office.

5. The Director of the Annual Meeting shall be appointed for a one year term by the President with the consent of the Board of Directors. Such appointment shall normally be made at the annual meeting one year in advance of the term of the Director.

6. The Secretary-Treasurer shall be elected to a three year term by the membership at the annual meeting. A Secretary-Treasurer may have successive terms.

7. The Editor of the Southeastern College Art Conference Review shall be appointed for a three year term by the President with the consent of the Board of Directors. The Editor may serve successive terms.

8. The Conference shall elect twelve Directors, one from each of the states of Alabama, Arkansas, Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, South Carolina, Tennessee, Virginia, and West Virginia. Directors shall be elected for three year terms, except as provided herein after, by a mail ballot of the active members of the Conference from a slate of nominees prepared by the Executive Committee and from such additional nominations as may be made by a petition of any five active members of the Conference submitted to the Secretary thirty days prior to the announced date of election. This election shall normally take place at least one month before the annual meeting of the Conference. The President, Vice President, Director of the Annual Meeting-Elect, Secretary-Treasurer, and Editor shall be Directors, ex-officio, during their term of office. The past President shall serve as a Director for three years following his/her term of office.
Affiliated organizations which meet regularly with SECAC may elect a non-voting delegate to the Board of SECAC. The president of an organization shall notify the Secretary of any such election.

9. There shall be an Executive Committee composed of the President, past President, Director of the Annual Meeting, Director-Elect, Secretary-Treasurer, and Editor.

10. In the event that the President should resign or be unable to serve his/her elected term, the Vice President shall assume the duties of the President until the next annual meeting. In the event that any other officer shall resign or be unable to serve his/her elected term, the Executive Committee shall appoint a member of the organization to serve until the next election. In the event that a Board member shall resign or be unable to serve his/her elected term, the President will appoint a person from the state represented by the retiring Board member. That person must be a member in good standing of SECAC. Any officer or Board member who fails to maintain membership in SECAC is automatically disqualified from serving as an officer or Board member.

Article IV: Annual Meetings

1. The Conference shall meet annually at the invitation of an institution of higher learning in the southeast as determined at the annual meeting. The business of the conference shall be conducted at the annual business meeting scheduled during the Conference. No matter not on the agenda set by the Board may be considered by the meeting unless three-fourths of the members present and voting shall desire to put such a matter on the agenda.

Article V: Publications

1. The Conference shall issue or sponsor such such publication as are proposed by the Board of Directors and are approved at an annual meeting and which can be financed from the income of the Conference, plus any available supplementary contributions, income resulting from the operation of the publications, or special grants.

Article VI: Amendments

1. The Constitution may be amended by a two-thirds vote of active members present at the annual meeting.

Article VII: Implementation

When this Constitution shall be adopted by the membership the following shall govern its implementation:
1. The then president-Elect shall become the Director of the Annual Meeting.

2. The President shall be elected for a three year term. At the annual meeting at the end of the second year of his/her term a President-Elect shall be elected to take office at the end of the term of the President and so on thereafter.

3. Other officers shall be elected forthwith as provided herein above.

BY-LAWS

Article I: Fees and Privileges of Classes of Membership

1. Members at the annual meeting shall establish the amount of dues for each class of membership pursuant to the recommendation of the Board of Directors.

2. A registration fee shall be collected at the Conference. The amount of this fee shall be determined by the Executive Committee, but it shall not exceed an amount approved by the previous annual membership meeting.

3. Institutional members may send one representative to the annual meeting. With a letter from the institution certifying that he or she is the institutional representative that person need not pay individual SECAC membership.

4. Only active members may vote at the annual meeting.

5. Active and contributing members receive one copy of the general publications of the Conference. Institutional members receive two copies of all such publications. Others, including student members, may purchase such publications at prices to be determined by the Executive Committee.

6. The Conference fiscal year shall be the calendar year.

7. The Executive Committee shall determine matters of policy not specifically covered in the Constitution and serve as the governing body of the organization between annual meetings. The Executive Committee, or a steering committee appointed from it, shall provide advice concerning the Conference budget in connection with program planning of the Director of the Annual Meeting and the officers of institutions selected in advance for annual meetings. The Executive Committee shall from time to time authorize the publication of a directory, appoint its editor and propose a budget for it to the annual meeting.
8. The Directors shall be responsible for advising and assisting the President about the work of the Conference in their states. They shall meet annually at the annual meeting of the Conference to draft a budget for the subsequent year, elect a nominating committee to choose officers, establish the agenda of the annual business meeting, consider the needs and goals of the Conference, and carry out such duties as are approved for them by the Constitution and By-Laws.

Article III: Amendments

1. The By-Laws may be amended at any annual business meeting by a two-thirds vote of those eligible to vote in attendance at the meeting.

PROPOSED AMENDMENTS TO THE CONSTITUTION

Article I, 1. Add after Conference, hereafter referred to as "the Conference." (Substitute "the Conference" for SECAC in Article III, 8. and 10. and any other place where it appears).

Article III, 1. Add after Vice President, a Second Vice President,

Article III, 8. In next to last sentence, add following Vice President, Second Vice President,

Article III, 9. Add following past President, Vice President, Second Vice President,
SOUTHEASTERN COLLEGE ART CONFERENCE
STATEMENT OF STANDARDS FOR EVALUATING THE PERFORMANCE
OF ART HISTORIANS IN MATTERS OF
TENURE AND PROMOTION

Over the past several decades, the discipline of art history has
established an increasing presence upon college and university
campuses within our southeastern region. While undergraduate and
graduate programs in art history, with the faculty and staff to
support them, are now more common at a number of this region’s
major institutions, smaller colleges with heavy teaching
responsibilities often have only one or two art historians on
their faculty. In many cases, these art history faculty members
do not have homes in art or art history departments with peers
but are integrated into large units such as colleges of arts and
sciences, humanities, fine, or liberal arts. It is in these
circumstances that problems are more likely to arise when
evaluating art historians in such matters as annual reviews and
merit raises and in questions of retention, tenure, and
promotion.

The art historian takes as his primary focus objects created by
artists, architects, and artisans and interprets and analyses
them utilizing many of the investigative techniques familiar to
those working in historical, literary, philosophical, and
anthropological fields. In many ways, art historical research
involves an encyclopedic knowledge. Many administrators and
colleagues in other disciplines may be unfamiliar with the
specifics of the art history discipline, the problems (e.g.,
access to primary source materials and objects under
investigation, obtaining photographic rights) faced by its
practitioners, and the nature of its research and avenues for
publication. Those charged with the duty of making evaluations,
consequently, may find it difficult to properly render an
appraisal of the performance of the art historians on their
faculties. The formats, for instance, often chosen by art
historians for the presentation of their research activities --
the organization of exhibitions, the preparation of the
accompanying catalogues, the publication of catalogues raisonnees,
etc. -- may be unfamiliar to those not in the discipline.

As is the case with the other humanities, the field of art
history in this country does not enjoy the wide range of granting
opportunities from public and private sources available to those
in the sciences and certain social sciences (e.g., for an art
historian a grant of $3500 is a major accomplishment).
Opportunities for publication also are restricted. Publishers
often are wary of taking on art historical projects with their
high production costs and generally limited distribution potential. Publication rights for the many needed illustrations are often difficult to obtain and are frequently quite costly. Journals in the discipline also are relatively few in number, strict in their reviewing processes, and frequently slow in printing accepted articles. In art historical publication, the presentation of articles has assumed a more prominent role than in other disciplines where the publication of books is more feasible. In art history, the "essay" generally replaces the "book chapters" common in other disciplines. Normally, the art historian is a solitary scholar, eschewing the multi-authored article or paper of the scientist or social scientist. Because of the difficulties of publication and the frequent slowness of journal publication, the conference paper has become an important avenue for the dissemination of art historical research. Exhibitions also are a major vehicle for art historical creativity but are extremely time-consuming and involve enormous logistic difficulties. They often take years to bring to fruition, with site venues being increasingly difficult to arrange due to rising cost factors.

The scholarly productivity of an art historian should be regarded as being directly related to such factors as the mission of the department and the institution, the nature of the faculty member's research, access to source materials necessary to its advancement, and the availability of institutional support for research materials and necessary travel. Expectations for levels of research and publication should differ between universities and colleges, between departments largely devoted to undergraduate instruction and those with an added graduate and research mission. Faculty members in smaller programs who bear considerable administrative and service burdens -- who, for instance, are responsible for the development and maintenance of a slide collection, organize collections of art reproductions for student study purposes, superintend a gallery, or organize study tours to museums and architectural sites -- cannot be evaluated according to the same standards as those working in larger departments with collegial and staff support.

All these factors, serving to distinguish the nature of art historical scholarship and its dissemination, make the evaluation of performance difficult for those not familiar with the discipline. The expectations of the administration in regard to teaching, service, and scholarship should be made known to the faculty member (preferably in writing) from the outset of their employ with periodic reviews carried out of the faculty member's performance in anticipation of consideration for tenure and promotion. In those situations where the size of the art history faculty is limited, it is suggested that tenure and promotion committees and others responsible for making career judgments actively seek the advice of outside reviewers. Such expert advice should play a key role in the final evaluation process.
Reviewers should be art historians and/or museum professionals of distinction who are sufficiently familiar with the candidate's field of investigation to enable them to make a proper evaluation of achievement, contribution, and promise. These reviewers should be provided with not only the candidate's vita but also with samples of the candidate's publications, course syllabi, record of his/her course load each semester, and samples of examinations as well as with departmental and institutional mission statements, with approved copies of tenure and promotion criteria, and with a thorough indication of the candidate's service obligations. If annual reviews are conducted (and they are recommended), copies of them for the period of time since the last significant personnel action also should be forwarded. All of these factors should be weighed before reaching any conclusions regarding the candidate's contributions to and stature within the field.

Those responsible for making promotion and tenure decisions involving art historians within the southeastern region are invited to correspond with the President of the Southeastern College Art Conference for further advice and for recommendations regarding qualified outside reviewers.

SECAC Presidential Committee on Art History Tenure and Promotion

Chair Dr. Charles R. Mack, Professor of Art History, Univ. of South Carolina and William Joseph Todd Professor of the Italian Renaissance

Dr. Perri Lee Roberts, Assoc. Professor of Art History, Univ. of Miami-Coral Gables

Dr. Pamela Simpson, Professor of Art History, Washington and Lee University

Dr. Shaw Smith, Assoc. Professor of Art History, Davidson College
SUMMARY OF SECAC STANDARDS
FOR
TENURE AND PROMOTION

1) Art History is relatively new to the curricula of many
southeastern colleges and universities and the nature of the
discipline and the demands placed upon art historians may not be
fully appreciated by administrators and those on tenure and
promotion committees.

2) Distinctions should be made between performance level
expectations for art historians working at research universities
and those in primarily teaching institutions with greater
instructional and service obligations and where research support
is less available. The expectations of the administration
regarding teaching, service, and scholarship should be made known
to the faculty member (preferably in writing) from the outset of
employment, with periodic reviews of the faculty member’s
performance conducted in anticipation of consideration for tenure
and promotion.

3) On faculties with few senior art historians, it is strongly
recommended that administrators and tenure and promotion
committees seek the advice of outside reviewers familiar with the
candidate’s specific area(s) of research and that these reviewers
be apprised of the nature of the candidate’s teaching and service
obligations as well as the mission of the department and
institution.