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I. Governance

1. Presidential Officers

A. President

Selection Process
The President is elected by the membership. The Nominating Committee chooses one candidate to stand for election; normally it will choose the person who served as First Vice-President in the previous year. Other candidates may be nominated by petition.

Term
The term is one year. Presidents are ineligible for reelection. The term of the President begins at the close of the annual meeting of the MAA in the spring (formal election, confirming the results of the e-mail ballot, takes place at the meeting of the Corporation, or business meeting).

Powers & Duties
The President is a member of the Council and presides at their meetings. The President also presides at the meeting of the Corporation. The President may call special meetings of the Council and of the Corporation, in addition to those held regularly at the annual meeting.

The President appoints the Chair of the Nominating Committee and may be asked by Council to make other appointments to ad hoc committees. The president works with the first-year Councilors to appoint a subgroup of committee members each year.

The President is invited to give an address at the annual meeting, which is customarily scheduled for a plenary session and may subsequently be published in Speculum. The President is invited to attend the meetings of the Finance Committee, may be asked to attend meetings of other Academy committees or boards, and may be asked to represent the Academy at various events, such as the International Congress on Medieval Studies at Western Michigan University, meetings of regional medieval associations, and meetings of other learned societies and the American Council of Learned Societies.

As presiding officer of the Council, the Academy's policy-making body, the President has a general responsibility to represent and support the interests and goals of the Academy. The Executive Director consults with the President and with the Council on matters of policy that arise between regular meetings of the Council. (Source: Bylaw provisions referring to the office and responsibilities of the President are nos. 4-6, 10-11, 21-24, 26 and 30.)

Compensation
The Presidents does not receive compensation. When in-person meetings are held, the President is entitled to standard reimbursement (transportation, ground transportation, a $25 per diem, and at least one night at the host hotel, with reimbursement for a second night if the traveler’s itinerary necessitates a second night's stay). The president is entitled to reimbursement of transportation expenses and hotel accommodation for the duration of the Annual Meeting, as well as the cost of the meeting registration and official meals.

B. First and Second Vice-Presidents

Selection Process
The two Vice-Presidents are elected by the membership. The Nominating Committee chooses three candidates to stand for Second Vice-President and one for First Vice-President (normally it will choose for First Vice-President the person who served as Second Vice-President in the previous year). Other candidates may be nominated by petition.

Term
The two Vice-Presidents serve terms of one year. The terms of the Vice-Presidents begin at the close of the annual meeting of the MAA in the spring (formal election, confirming the results of the e-mail ballot, takes place at the meeting of the Corporation, or business meeting). They are not eligible for re-election.
**Powers & Duties**

The Vice-Presidents are members of the Council. In the absence of the President, the First Vice-President presides at meetings of the Corporation and the Council. If the First Vice-President is also absent, the Second Vice-President presides. The First Vice-President is a member of the program committee for the annual meeting held in the year of his or her presidency. Each serves on a subcommittee working with members of Council to nominate new committee members each year.

**Compensation**

The Vice-Presidents do not receive compensation. When in-person meetings take place, the Vice-Presidents are entitled to standard reimbursement for attendance at the fall meeting of the Council (transportation, ground transportation, a $25 per diem (for up to two days), and at least one night at the host hotel, with reimbursement for a second night if the traveler’s itinerary necessitates a second night's stay). They are entitled to reimbursement of transportation expenses and hotel accommodation for the duration of the Annual Meeting, as well the costs of the meeting registration and official meals. For the meeting of the Planning Committee for the Annual Meeting held in the Fall, approximately eighteen months before the annual meeting, the travel of the First Vice President is open for reimbursement. (Source: Bylaw provisions referring to the Vice-Presidents are nos. 4-6, 22, and 30).

**C. History of Presidential Officers**

From 1926 until 1970 the presidential officers were a President and three Vice-Presidents, who served three-year terms. The President and the First and Second Vice-Presidents had to be Fellows. Only the President was eligible for re-election. Officers were elected at the Corporation meeting.

The Bylaws were revised in 1969. The electoral provisions contained therein were in effect from 1971 through 1981. The presidential officers were a President and a Vice-President, who served one-year terms. Neither had to be a Fellow and neither was eligible for reelection. Officers were elected by mail ballot, and the possibility of nomination by petition was introduced. The Bylaws were revised in 1980, taking effect in 1982, with slight modifications introduced by the Bylaws as revised in 2011.

The current provisions reflect the Bylaws as modified in 2021.
2. Treasurer

Selection Process
The Treasurer is one of two appointed officers specified in the By-Laws (By-Law 4; the other is the Executive Director). The Treasurer sits with the Council, without vote. The Treasurer’s principal responsibilities are defined in By-Law 12. The appointment of the Treasurer falls under the purview of the Council. (Source: By-Laws 12, 8.)

Term
No term of service is specified in the By-Laws but the Council has set the normal term at five years, with the possibility of renewal.

Powers & Duties
Under the direction of the Council, the Treasurer is charged with the oversight of all aspects of the finances of the Academy, including but not limited to reviewing financial statements, approving the annual audit, and monitoring Academy investments and property. The treasurer chairs the Finance Committee.

By established precedent, the Treasurer delivers a formal report on the Academy’s financial state at the public business meeting held as a part of the organization’s annual meeting. This report is subsequently published in the July issue of Speculum. The Treasurer also reports on the Academy’s financial health at meetings of the Council (By-law 8.)

Exercise of the Treasurer’s duties takes place at a level appropriate to the responsibilities of a volunteer operating at one remove from the organization’s office environment. By-and-large it is achieved through the provision of regular, as well as occasional ad hoc, reports (including the monthly reports of budget-to-actual expenditures mandated in By-Law 28) and through subsequent dialogue between the Treasurer and the Executive Director or other office staff based on questions that such reports may raise. Should the Treasurer identify any issues of concern through this process, he or she will raise them with the Executive Director as well as the President and first and second Vice Presidents. The foregoing arrangement presumes that the day-to-day business of the Academy associated with the conduct of its finances, including receipt of dues and other payments, deposits, payment of its expenses, and provision of the aforementioned reports to the Treasurer and his or her designees is routinely managed by the Executive Director (By-Law 12), who oversees the in-house staff charged with these responsibilities.

In line with the Treasurer’s responsibility to ensure that the Academy has an appropriate system of financial controls, he or she, in concert with the Executive Director, will hold meetings with the accountant and the auditor of the Academy on an annual basis to assure that needed and/or mandated changes and/or enhancements of office accounting and records systems, both paper-based and electronic, are carried out. Priority on such occasions will be given to achieving assurance that the Academy is in compliance with relevant regulations in the Massachusetts legal code or standards issued by the Financial Accounting Standards Board. During this annual review, attention will also be paid to the effectiveness of standing management reports and to the efficiency of their use as well as to the development of new reports that may be needed.

Preparation of the Academy’s Annual budget follows from ongoing discussions 1) of the Academy’s organizational direction, including short-and long-ranged strategic objectives developed by the Council in concert with the Executive Director, and 2) of the practical steps required to ensure the continued smooth delivery of customary membership services at the best cost. An initial draft of the budget is prepared by the Executive Director taking into account the Treasurer’s recommendations in so far as specific items or options (including optional forms of presentation) are concerned. This draft is reviewed by the Treasurer and Finance Committee at the Committee’s Fall meeting and is then passed on, with emendations and recommendations, to the Council for official approval. Provisional approval of the budget, after decisions pertaining to the Finance Committee’s recommendations as well as any other additional changes are made, is given by the Council at its winter meeting, which occurs after that of the Finance Committee. In this fashion, the Academy begins its fiscal year on January 1 with a working budget that is approved by the Council at its winter quarterly meeting.

Consideration of staff salary and benefits is a part of the budgeting process. Recommendations in this important area (which consumes a large portion of the Academy’s annual operating budget) are initiated by the Treasurer and the Finance Committee with input from the Executive Director based on staff evaluations that he or she has carried out. The Council has final authority in setting annual staff salaries, including setting that of the Executive Director.
following its annual performance review (By-Laws 4). This is accomplished at its winter meeting as a part of its review of the budget proposed for the fiscal year beginning on January 1. (Source: By-Laws 4.)

The Treasurer’s charge to oversee the management of the Academy’s invested funds carries an obligation that he or she be familiar with the provisions of the Uniform Prudent Management of Institutional Funds Act (UPMIFA (By-Laws 39 and with the accompanying accounting standards announced by the Financial Accounting Standards Board (FASB. Important provisions of UPMIFA are discussed below with respect to the duties of the Finance Committee.)

By provision of the By-Laws, the Treasurer has responsibility for the conduct of the Academy’s annual audit and, by established routine, for the publication of its Financial Statements. In practice, the data gathering and preliminary report production associated with each of these activities is carried out by Academy staff under the supervision of the Executive Director. Since audit reports are directed to organizational boards as well as management, it is important that the Treasurer remain an active participant in both of these related processes, serving as the initial point of input and as the initial audience representing the Council’s point of view.

**Compensation**

The Treasurer receives no compensation. When in-person meetings take place, the Treasurer receives standard reimbursement of travel expenses to attend meetings of the Council and the two meetings each year of the Finance Committee (transportation, ground transportation, a $25 per diem (for up to two days), and at least one night at the host hotel, with reimbursement for a second night if the traveler’s itinerary necessitates a second night's stay). For the annual meeting lodging is reimbursed for the entire length of the conference. Typically the Academy pays a maximum of the lowest economy airfare and for accommodation in a designated hotel, ground transportation and parking and a $25 per diem. The Academy also pays for the meeting registration fee and official meals.
3. Executive Director

Selection Process
The Executive Director is the chief administrative officer of the Medieval Academy and is appointed by the Academy's elected Council.

Term
The Executive Director is appointed for a five-year term (with the possibility of multiple renewals).

Powers & Duties
The Executive Director is the chief administrative officer of the Medieval Academy. The Executive Director reports to the Council and the elected President. The Executive Director serves as the Clerk of the corporation and the Secretary of CARA, and sits on the Council, the Finance Committee, and the Nominating Committee ex-officio, without vote.

In consultation with the Academy's officers and committees, the Executive Director provides intellectual, pedagogical, and technological leadership, keeping abreast of current developments in the field of medieval studies and recommending ways in which these can be supported or incorporated into the Academy's various activities, including Academy publications. Therefore the Executive Director should hold an advanced degree in a discipline related to medieval studies and must have knowledge of technology sufficient to evaluate the continuously changing electronic resources necessary to maintain the Academy's position in the field and to implement appropriate electronic innovations.

The Executive Director manages the finances, budget, and staff, and works with committees and individuals on various projects, including fund-raising and grant administration. The Executive Director manages the Academy's annual cycle of programs and supervises the office staff, including all regular full-time and part-time employees, interns and volunteers.

Traditionally the Executive Director has also served as Editor of Speculum, but these positions have been split as of 2014. (See below, Speculum, sec. II.1.)

The Executive Director's major responsibilities include:

LEADERSHIP

- implementing the organization's long-range planning
- enhancing and maintaining the Academy's web and electronic presence
- overseeing the evaluation and publication program of the Medieval Academy
- preparing grant applications, working with potential donors, and raising funds for the Academy
- overseeing all aspects of a membership organization—the annual cycle of programs, elections, meetings of the Council, Finance Committee, and Fellows, etc.
- working with the presidential officers and the Council
- organizing materials for and supervising the election of Academy officers, Councillors, and Fellows
- instructing and assisting all committees; also suggesting possible members for committee appointments made by the Council and the President
- supervising the planning of the annual meeting, including negotiating with host institutions and hotels, establishing program and local-arrangement committees, and overseeing meeting events
- communicating with the Treasurer and members of the Finance Committee, attending meetings, and helping the Finance Committee oversee the financial resources of the Academy
- keeping the Academy's books and preparing the annual budget and materials for the annual audit, including hiring and managing accounting staff and, upon Council approval, contracting with outside auditors
- keeping the official records of the governing bodies and reporting to the Council
- serving as liaison with the Committee on Centers and Regional Associations (CARA)
• working with the President to represent the Academy at meetings of the American Council of Learned Societies, the International Congress of Medieval Studies at Western Michigan University, the International Medieval Congress at the University of Leeds, and other academic and professional groups

MANAGEMENT
• supervising the staff and administration of the Academy office
• hiring and evaluating staff and renting office space
• maintaining the computer network, including the web site and databases
• overseeing membership services and support and responding to requests and complaints in a timely and helpful manner
• recruiting new members and soliciting payment of dues
• supervising preparation of the online publication of the Medieval Academy News and other administrative publications
• overseeing programs for book subventions and prizes, travel grants, research grants, dissertation fellowships and CARA stipends, including publicity, supervision, evaluation, and the appointment of committees

Compensation
The Executive Director is a salaried employee of the Medieval Academy and the terms of employees are detailed in the Employee Handbook.

Administrative Calendar For Executive Director
Although the administrative calendar is busiest from early September to the middle of May, the Executive Director is expected to be available on a year-round basis, with continuing responsibilities throughout the course of the year. Absence from the office for vacations should not extend beyond two weeks at a time.

The following is an approximate administrative calendar and does not include the day-to-day work of administration (such as financial oversight or responding to e-mail) or occasional duties (such as evaluating book submissions):

SEPTEMBER
• Send emails to Councillors, welcoming new first-year councillors and outlining the work of the Council
• Send memorandum to Fellows, including minutes of Spring business meeting and requesting nominations for next election of Fellows and Corresponding Fellows
• Post general call for Fellows and Corresponding Fellows nominations
• Assist Annual Meeting Program Committee in finalizing sessions (for Spring of following year
• Conduct site visits of hotels and institutions that will host future Annual Meetings
• Prepare, edit and email September issue of Medieval Academy News (with letter from the President
• Prepare and mail agenda for Finance Committee
• Organize and participate in virtual meeting of Council
• Assemble biographical information for Council candidates to be posted on website

OCTOBER
• Prepare budget for following year
• Organize and attend Finance Committee meeting and assist Treasurer
• Attend committee meeting to plan Annual Meeting and develop call for papers (for Spring of second year following—i.e., October 2012 for Spring 2014
• Organize Fall Council meeting and prepare agenda
• Revise budget and prepare and send minutes of the Finance Committee meeting
• Write cover letter for, and oversee preparation and distribution of, annual dues notices
• Oversee submissions for the Publication Prizes and organize and mail materials for evaluation committees.
• Manage applications and evaluations for grant and fellowship programs
• Prepare, edit and email October issue of Medieval Academy News
• Organize committees for memorials for deceased Fellows and Corresponding Fellows for annual meeting and July issue of Speculum
• Fellows nomination deadline 10/15 — work with Fellows Nominating Committee to balance slate
• Announce nominees for upcoming election, post photos and biographies online

NOVEMBER
• Participate in Council meeting and assist President
• Attend the ACLS Conference of Administrative Officers (if possible)
• Oversee applications to Travel Grant program and organize and distribute materials to evaluation committee
• Oversee submissions for the CARA Awards for Outstanding Service and Excellence in Teaching and organize and distribute materials for evaluation committees
• Prepare, edit and email November issue of Medieval Academy News (with piece on elections)
• Prepare online election and send link by email to electronic ballot
• Work with CARA chair to finalize CARA meeting program for the following year’s Annual Meeting

DECEMBER
• Work with annual meeting program committee to finalize program for meeting the following spring
• Design, edit, and print program if necessary (for Spring of following year)
• Prepare and e-mail minutes of the Council meeting to Council
• Prepare, edit and email December issue of Medieval Academy News (including links to annual meeting program, registration and hotel)
• Manage online election of Officers, Councillors, and Nominating Committee
• Prepare Fellows online election materials (including nomination forms) and send link by email to electronic ballot

JANUARY
• Email links to annual meeting program to all members and send letters to all participants who are not members
• Work with staff to close previous year’s financial books, prepare materials for annual audit
• Send memoranda to presidential officers, councillors, and others participating in Spring Council meeting (ACLS delegate, CARA chair, Fellows president, Graduate Student Committee representative, Treasurer, and occasionally chairs of other committees) providing information on meeting details and travel arrangements and requesting reports and other agenda items
• Send memoranda to members of other committees scheduled for annual meeting, including Nominating Committee and Speculum editorial board
• Prepare, edit and email January issue of Medieval Academy News (including links to annual meeting program, registration and hotel; call for papers for next year’s annual meeting
• Dues reminder by mail and email
• Organize and participate in virtual meeting of Council
• Count first Fellows ballots and prepare second ballot, if necessary
• Count Fellows second ballot and notify those elected Fellows and Corresponding Fellows
• Oversee counting of Academy election ballots and notify those elected and not elected

FEBRUARY
• Finalize budget for presentation to Council
• Notify winners of Publication and CARA prizes
• Inform Fellows' Orator who will attend Fellows induction ceremony
• Oversee applications for Dissertation Grant, Constable Award, Schallek Award, and other programs and prepare materials for and work with evaluation committees
• Work closely with local-arrangements committee and convention hotel to make final arrangements for Spring annual meeting, including Fellows business meeting
• Organize and attend Finance Committee meeting
• Prepare, edit and email February issue of Medieval Academy News

EARLY MARCH
• Prepare report of Executive Director for Council and business meeting
• Solicit and edit reports from the Treasurer, ACLS Delegate, CARA chair, and Speculum editor
• Prepare and email agenda for Council meeting, annual business meeting, Fellows business meeting, Nominating Committee
• Prepare, edit and email March issue of Medieval Academy News

LATE MARCH/EARLY APRIL
• Organize and attend annual meeting (in various locations
• Attend Council meeting, assist President, and give reports of Executive Director
• Give report to the Council meeting and the business meeting
• Attend receptions and dinners
• Instruct Nominating Committee
• Confer with Council regarding recommendations for committee assignments and ask candidates if willing to serve

LATER APRIL
• Prepare reports and minutes from annual meeting
• Update website and Handbook with new Committee members, officers, councilors, etc.
• Oversee financial settlements with hotel, caterers, and local arrangements committee
• Contact candidates and alternates nominated by the Nominating Committee to stand for election in following year
• Prepare presidential appointments materials
• Oversee revision of Website to include new committee appointees, new councillors, reports, and other changes resulting from Annual Meeting
• Send invitation for Kalamazoo CARA luncheon
• Dues reminder by mail and email
• Prepare, edit and email April issue of Medieval Academy News

MAY
• Contact presidential appointees
• Continue revising officers and committees brochure web pages
• Manage applications for book subvention program, prepare evaluation materials, and mail to evaluation committee
Oversee applications to Travel Grant program and organize and mail materials to evaluation committee
Send notification emails to applicants for Dissertation Grant, Schallek Award, and other programs
Work with annual meeting program committee to organize submissions (for Spring of following year)
Attend the ACLS annual meeting (if possible)
Attend International Congress on Medieval Studies (Kalamazoo: organize and attend CARA luncheon, meet with Kalamazoo Program Committee, and participate in sessions sponsored by CARA and the Graduate Student Committee)
Prepare, edit and email May issue of Medieval Academy News

JUNE

Complete presidential appointments and finish editing online information on Officers and Committees
Analyze endowment and Schallek investment reports for preparation of budget and reporting to Finance Committee and Richard III Society
Oversee deletion of unpaid members from membership database

JULY

Prepare, edit and email July issue of Medieval Academy News (include guidelines and deadline for Fellows nominations)

AUGUST

Prepare, edit and email August issue of Medieval Academy News (include prize deadlines)
4. **Council & Councillors**

**Selection Process**
Councillors are elected by the membership. The Nominating Committee chooses two candidates to stand for election to each vacancy. Other candidates may be nominated by petition.

**Term**
Councillors serve terms of three years. A Councillor is ineligible for reelection for a period of three years from the end of his or her previous term. There are twelve Councillors. Their terms are staggered so that four Councillors are elected each year. Other vacancies may exist by virtue of the death or resignation of a Councillor. The terms of Councillors begin at the close of the annual meeting of the MAA in the spring.

**Powers & Duties**
The Council is composed of fifteen members: the three presidential officers and the twelve Councillors. A quorum is eight members. The Council establishes policy for the Academy. It initiates and supervises activities, approves the budget, and appoints the Executive Director and other officers and committees, who report to the Council.

The Council meets quarterly (in-person at the annual meeting and online three times). Other meetings may be called by five members or by the President. The Executive Director and the Treasurer sit with the Council without vote, as do the President of the Fellows, the Delegate to the American Council of Learned Societies, the GSC Chair, and the Chair of CARA. Committee chairs and others may sit with the Council without vote upon the invitation of the Council. Agenda items may be proposed to the Executive Director by voting members and by nonvoting participants.

In March of 2021, the Executive Committee and the Committee on Committees were abolished in favor of the full Council filling both roles. The Council established a new system for filling committee vacancies. Beginning in 2022, the full Council will work in sub-committees to fill committee vacancies, as follows:

1st Years + President (co-ordinator): Professional Committees
- Inclusivity and Diversity Committee (one vacancy for three-year appointment)
- Committee for Professional Development (one vacancy for three-year appointment)
- Mentoring Programs Committee (three vacancies for three-year appointments)
- K-12 Committee (two vacancies for three-year appointments) - new members should be K-12 educators
- Digital Humanities and Multimedia Studies Committee (one vacancy for a three-year appointment) - DH scholar
- Publications Advisory Board (one vacancy for four-year appointment)

2nd Years + 1st VP (co-ordinator): Publication Prize Committees
- Van Courtlandt Elliott Prize Committee (one vacancy for three-year appointment)
- Gould Prize Committee (one vacancy for three-year appointment) - the nominee should be an Art historian
- Digital Humanities and Multimedia Studies Prize Committee (one vacancy for a three-year appointment) - DH scholar
- Haskins Medal Committee (one vacancy for a three-year appointment)
- John Nicholas Brown Prize Committee (one vacancy for a three-year appointment)
- Monica Green Prize Committee (three vacancies for one-, two- and three-year appointments) NEW
  (FYI, the Article Prize in Critical Race Studies is adjudicated by the Inclusivity and Diversity Prize Committee, which is filled by the third sub-committee below)
3rd Years + 2nd VP (co-ordinator): Grants and Conferences

- Olivia Remie Constable Award Committee (one vacancy for three-year appointment)
- Schallek Committee (one vacancy for four-year appointment) - scholar of late medieval England
- Baldwin Committee (one vacancy for a six-year appointment - granted every other year)
- Inclusivity and Diversity Prize Committee (one vacancy for three-year appointment)
- Kalamazoo Committee (one vacancy for a three-year appointment)
- Leeds Program Committee (one vacancy for three-year appointment) - European MAA member
- American Historical Association Committee (one vacancy for a three-year appointment)

The annual business meeting of the Academy (the meeting of the Corporation) is held at a time and place fixed by the Council. Special meetings of the Academy may be called by the President or by a majority of the members of the Council.

Amendment of the Bylaws requires a two-thirds vote of the members of the Council who vote. (Source: Bylaw provisions referring to the Council are nos. 2, 4-12, 14, 17-18, 20, 22, 24-26, 28-34.)

**Compensation**

The councillors are not entitled to compensation. The councillors are entitled to standard reimbursement for attendance at the Annual Meeting (transportation, ground transportation, a $25 per diem (for up to two days), and at least one night at the host hotel, with reimbursement for a second night if the traveler’s itinerary necessitates a second night's stay).

**History**

From the beginning there have been twelve Councillors, serving three-year terms, staggered so that four new Councillors are elected each year.

Also from the beginning, the Council has consisted of the Councillors plus the other elected officers. The body of elected officers has varied. From 1926 until the 1969 Bylaw revision there were six: the President, three Vice-Presidents, the Treasurer, and the Clerk. The 1969 revision replaced the three Vice-Presidents with a single Vice-President. The 1980 Bylaw revision made the Treasurer an appointed officer, eliminated the Clerk, and replaced the single Vice-President with two Vice-Presidents. The elected officers since then have been the President and the two Vice-Presidents, and the Council has consisted of fifteen members.

The 1969 Bylaw revision introduced the mail ballot for the election of officers and Councillors, replacing election at the Corporation meeting. It also introduced the possibility of nomination by petition. Both provisions were retained in the 1980 revision.
5. Delegate to the American Council of Learned Societies

Selection Process
The Delegate to the American Council of Learned Societies is appointed by the Council.

Term
One delegate is selected every four years for a four-year renewable term

Powers & Duties
The Delegate to the American Council of Learned Societies represents the Medieval Academy of America at the annual meeting of the American Council of Learned Societies (ACLS in the spring) and presents a report on that meeting at the MAA Annual Meeting. The delegate to the ACLS sits with the Council without vote at its annual meeting and presents his/her written report.

Compensation
The Delegate to the American Council of Learned Societies is not entitled to compensation. The delegate receives standard reimbursement for his/her attendance at the MAA Annual Meeting, including transportation, ground transportation, hotel accommodation for the duration of the annual meeting and a $25 per diem. The Academy also pays the meeting registration fee for the delegate and the cost of official meals. The MAA also pays expenses to travel to the ACLS Annual Meeting. The ACLS itself covers registration, hotel, and meals.

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<th>MAA Delegate(s)</th>
<th>Term(s) ending</th>
<th>Notes</th>
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<tbody>
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<td>Two Delegates</td>
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<tr>
<td>Charles H. Beeson</td>
<td>1928, 1932, 1936</td>
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<td>John S. P. Tatlock</td>
<td>1930</td>
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<tr>
<td>Robert P. Blake</td>
<td>1931*, 1934, 1938</td>
<td>* replaces Tatlock</td>
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<tr>
<td>Richard P. McKeon</td>
<td>1940*, 1944, 1948</td>
<td>* replaces Beeson</td>
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<tr>
<td>Samuel H. Cross</td>
<td>1942, * 1946</td>
<td>* replaces Blake</td>
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<tr>
<td>B. J. Whiting</td>
<td>1950*</td>
<td>* replaces Cross</td>
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Change to one Delegate (March 1949)

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<tr>
<th>Delegate</th>
<th>Term(s) ending</th>
<th>Notes</th>
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<tr>
<td>B.J. Whiting</td>
<td>continues through 1975</td>
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<tr>
<td>Pearl Kibre</td>
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<td>Katherine Fischer Drew</td>
<td>1981</td>
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<td>Susan M. Stuard</td>
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<td>Patrick Geary</td>
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<td>Afrodesia McCannon</td>
<td>2023-2027</td>
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6. **Standing Committees**

A. **Finance Committee**

**Purpose**
To advise the Treasurer, Executive Director and Council regarding the budget, investments, and other aspects of the Academy's finances.

**Composition**
The Finance Committee consists of five persons together with the Treasurer, who is the Committee's chair and ex officio voting member, and the Executive Director, its clerk and ex officio non-voting member. The President sits with the Committee without vote. Beginning in 2016, one member of the Finance Committee shall be appointed or re-appointed each year.

**Selection Process**
Appointments to the Finance Committee are by the Council and fall under the purview of the Council. Reappointments are common owing to the recognized need to draw upon the seasoned judgments of committee members with reserves of experience in dealing with the Academy’s finances. The Finance Committee’s composition and its responsibilities are described in By-Law 28.

**Term**
Five-year, rotating, renewable terms.*

*The date in parentheses is the final year of the incumbent's current term in office. The administrative year for committees runs from the end of the annual meeting to the end of the next annual meeting.*

**Powers & Duties**
The Finance Committee meets at least twice a year, normally in the Fall and in the Winter, to review: (a) progress to date on the budget for the current fiscal year, (b) the proposed budget for the following year, and (c) the Academy's investments. The Executive Director shall prepare and circulate to the Finance Committee a report of budget-to-actual expenditures on a monthly basis or on such schedule as the Treasurer shall direct.

The Winter meeting of the Finance Committee takes place soon after the Academy’s fiscal year begins on January 1, and the Finance Committee holds a Fall meeting online or in Boston, MA at least two weeks prior to the Fall meeting of the Council. The mandated attendance of the President at this meeting, and the possibility of attendance by the First Vice President, serves to ensure that financial considerations in the budget planning process are balanced against all other needs and goals of the organization. Prior to the meeting, the committee receives a draft budget from the Executive Director that has been prepared with the Treasurer’s input. The committee reviews this budget at the meeting, suggests emendations and makes recommendations that are brought before the Council by the Treasurer. Such considerations include recommended salary adjustments for the Academy’s paid staff. The Finance Committee’s interests and the scope of its responsibilities extend to the budgeting of income as well as expenses. It is its members’ responsibility, along with the Treasurer’s, to think carefully and prospectively about conditions that will have impact on the Academy’s income from all sources, investments and membership included. The Committee also evaluates the impact and utility of expenditures over the preceding fiscal year, an exercise assisted by its members’ receipt, during the course of the year, of regular reports on budget-to-actual expenditures.

During its Fall meeting, the Finance Committee also receives reports from the Academy’s investment manager(s) and makes recommendations in response to proposed changes in the Academy’s investments. Such changes are officially transmitted to the appropriate investment manager in a written communication bearing the signatures of the Treasurer and the Executive Director.

The Finance Committee also normally holds February meetings online or at the offices of the Academy’s investment managers. Such meetings entail reviews of investment strategies as well as consideration of changes that have been introduced into the Academy’s Budget since the Committee’s last deliberations on that subject.

Members of the Finance Committee bear delegated responsibilities associated with the investment and expenditure of the Academy’s endowment funds. In these roles, their duties, which are shared by the Treasurer as well as the Academy’s other officers and members of Council, are articulated in the Uniform Prudent Management of
Institutional Funds Act as adopted by the Massachusetts legislature and as incorporated by reference in the Academy’s By-Laws (By-Law 36). Those regulations enjoin individuals charged with responsibilities in the investment of the Academy’s funds to observe standards of “prudent” behavior as defined in the Act. Individuals with responsibilities that entail the investment of institutional funds must also manage and invest “in good faith and with the care an ordinarily prudent person in a like position would exercise under similar circumstances.” The following factors are identified as a guide to what must be taken into account in making investment decisions:

- general economic conditions;
- possible effect of inflation or deflation;
- expected tax consequences of investment decisions;
- the role of each investment in the whole portfolio;
- the expected total return from income and appreciation of investments;
- other resources of the organization;
- the needs of the organization and the fund to make distributions and to preserve capital; and
- an asset’s special relationship or special value, if any, to the charitable purposes of the organization.

The diversification of investment must be borne in mind and the costs of investment must be held to what is “appropriate and reasonable.”

Furthermore, in its budget deliberations, as the Finance Committee considers expenditures from endowment income, its members are asked by UPMIFA to consider the following factors:

- the duration and preservation of the endowment fund;
- the purposes of the institution and the endowment fund;
- general economic conditions;
- the possible effect of inflation or deflation;
- the expected total return from income and the appreciation of investments;
- other resources of the institution; and
- the investment policy of the institution.

From time to time, members of the Finance Committee will be asked to review reports and financial reconciliations so that the Academy may have appropriate “objective” view of its financial processes in order to satisfy requirements imposed by its external auditors. The fulfillment of such assignments, which will be rotated among committee members as far as possible, plays an essential role in maintaining the integrity of the Academy’s books.

The Treasurer and Finance Committee may select from among their number a member to direct any fundraising efforts. They may also choose to select from among their number a member responsible for monitoring membership levels and to undertake campaigns to recruit new members and renew existing membership. The Finance Committee initiates planning and oversees any general fundraising efforts.

**Compensation**

Members of the Finance Committee are not entitled to compensation. When meetings take place in-person, members of the Committee receive standard reimbursement for travel expenses for the two meetings each year (transportation, ground transportation, a $25 per diem (for up to two days), and at least one night at the host hotel, with reimbursement for a second night if the traveler’s itinerary necessitates a second night’s stay).

**Current & Past Committees**

**CURRENT MEMBERS**

Treasurer and Chair
Aden Kumler (2025), Treasurer and Chair
Mark Kerwin (2021), Museum of Fine Arts, Boston
Lucy Pick (2026), Independent Scholar
Kathryn L. Reyerson (2024), Univ. of Minnesota
Bonnie J. Roe (2025), Cohen & Gresser
Grover A. Zinn, Jr. (2022), Oberlin Coll. Emeritus

HISTORICAL LIST
Felice Lifshitz 2010-2020
John J. Contreni 2010-2019
Daniel Weiss 2014-15
William P. Stoneman 2010-14
Eugene Lyman 2005-10
Lester Little 2006-10
Emily Rose 2004-09
David Anderson 2001-06
Milton McC. Gatch 2001-10
Elizabeth C. Parker 2000-10
Barbara A. Shailor 1999–01
Paul E. Szarmach 1995–05
John B. Henneman, Jr. 1990-98
Charles Blyth 1987-95
John F. Leyerle 1985–01
Stanley J. Kahrl 1985–87
Florence H. Ridley 1979–00
Charles T. Wood 1979-90
Larry D. Benson 1974-87
Bryce D. Lyon 1968-85

CHAIR OF THE ENDOWMENT
John F. Leyerle 1988–00

CHAIR OF MEMBERSHIP
Florence H. Ridley 1991–00
B. CARA (Committee on Centers, Programs, Regional Associations, and Libraries)

Purpose
Developed from organizations active in the 1960's (e.g., ACOMARS headquartered at Ohio State, CARA became a standing committee of the Medieval Academy in 1969 to serve as a forum for those who are concerned with the administration of institutes, graduate centers, undergraduate programs and committees, and research libraries; with the organization of regional and local groups of medievalists; and with teaching. CARA assists institutions and individual medievalists in meeting the challenges that face medieval studies in the classroom, the library, and other institutional settings locally and nationally. It supports those who work to develop special projects and programs of instruction, local and regional networks of medievalists, and centers of research and institutions in medieval studies. It is concerned with pedagogy at all levels. Institutions and individuals who wish to support and enhance medieval studies are invited to join CARA and participate in its meetings and programs.

CARA’s mission is advocacy and problem-solving. To accomplish its purposes, CARA organizes its own meetings as well as sessions at the annual meeting of the Medieval Academy and at other meetings of medievalists. It compiles and disseminates information about its constituent institutions and participates in international meetings of centers of medieval studies. It publishes in the Medieval Academy’s newsletter, on electronic networks, and elsewhere the kind of information that medievalists find useful in their work as teachers and as advocates of medieval studies in their schools, colleges, universities, libraries, museums, or regional associations.

The Standing Committee on Centers and Regional Associations (CARA) consists of representatives of institutes, graduate and undergraduate centers, programs and committees, research libraries, and regional and other organizations devoted to Medieval Studies, as well as independent scholars working in the field. CARA promotes and encourages teaching, service, and research in the interdisciplinary field of Medieval Studies; recognizes this work in the form of prizes and graduate research support; awards conference grants; sponsors sessions at the annual ICMS Kalamazoo, IMC Leeds, and Medieval Academy of America meetings; and organizes a program at the annual CARA meeting, held in conjunction with the annual meeting of the Academy. Income received by or for the benefit of the Committee and expenditures made by the Academy on its behalf are carried on the Academy's books and are audited with the Academy's accounts in due course.

The CARA Executive Committee shall consist of seven persons (six CARA Committee Executive Board members serving four-year, renewable terms, and the CARA Chair), together with the Executive Director, who serves ex officio as Secretary without vote, and the MAA President, who sits on the committee without vote. The Executive Committee shall meet at least once a year, typically during the annual MAA meeting in person and in advance of the annual CARA meeting.

Nominations for impending vacancies on the Executive Committee shall be solicited by the Chair at CARA's annual meeting; these vacancies and a call for nominations will also be announced via the Medieval Academy’s newsletter following the meeting. Nominations will be accepted until 1 November of each year. New executive committee members will be chosen by vote of the Executive Committee no later than 1 December of each year, and their names forwarded to the Executive Director of the Medieval Academy of America no later than 1 January. The Executive Director will present the list to the MAA's Council, who then will submit it to the Council at the MAA Annual Meeting together with its other recommendations. The term of service for new members will begin at the conclusion of CARA's annual meeting following the MAA Council’s approval.

The Chair of the CARA Executive Committee shall be elected by the Executive Committee from among its current members and serve a three-year term. The chair may be renewed for one additional term, subject to the approval of the Executive Committee. The Chair is responsible for preparing and presenting a report on CARA's activities and awards at the Medieval Academy of America's annual business meeting, which will also be published annually in Speculum, and serves as CARA's representative to the Academy's Council and President. The Chair may also serve on other MAA Committees in consultation with the Director and the President. Nominations and applications for the CARA Teaching Award, Service Award, Regional Conference Grant, and MAA/CARA Graduate Student Summer Scholarships shall be reviewed by three-member subcommittees, constituted and chaired by the CARA Chair, who
serves on each committee in an *ex officio* capacity. Members of these subcommittees will serve two-year, renewable terms. The Chair shall also appoint a Director of Conference Programs from among the members of the Executive Committee, who will plan and oversee CARA’s sponsored sessions at the ICMS Kalamazoo, IMC Leeds, and Medieval Academy of America annual meetings; the Director of Conference programs will also serve on the Regional Conference Grant Committee. The Director of Conference Programs will serve a two-year term, which can be renewed once at the discretion of the Executive Committee Chair.

CARA has institutional members in three main categories:

1. centers, programs, and committees of instruction;
2. local and regional groups and associations; and
3. research libraries, research institutes, and museums.

CARA also has individual members. These members are people who share CARA’s concerns and wish to participate in the committee’s activities as individuals, without a formal institutional base. As of 2014, CARA does not charge dues.

**Meetings**

Until 2013, CARA met annually in the fall in September or October, depending on representatives’ schedules and the availability of accommodation at the host institution. An institutional member of CARA serves as the host institution. The planning of this meeting is the joint responsibility of the Chair, the Executive Committee, and the host institution. Beginning in 2014, the CARA meeting will take place immediately following, and in the same location as, the Annual Meeting of the Medieval Academy.

The annual meeting is programmed to benefit CARA and its members as well as medievalists at the host institution and in its region. The program is a mix of committee business, presentations by member institutions and individuals, and special programming. The special programming often focuses on the strengths of the host institution. The host institution should use the meeting as an occasion to strengthen its own program and publicize its activities at the local level among administrators and colleagues.

The meeting typically includes a panel or roundtable discussion, planned by the host institution, with an eye toward broad-based appeal to a general audience. It can focus on teaching, administration, or an academic topic. Time is also set aside at the meeting of the delegates to share information on their individual centers and programs. Sessions or small group discussions about select issues of administration and teaching may also be scheduled. Further information about the meeting can be found below, in the CARA meeting guidelines.

The annual CARA meeting is open to nonmembers, and regional mailings are used to invite the participation of local medievalists.

**Programs**

CARA’s core services are the following:

1. Conferences and conference sessions. Public programs are designed for the exchange of information, for networking, and for substantive programming on topics of interest to the members of CARA.

2. Compilation and dissemination of information. The following list of types of information is not meant to be exhaustive:
   - Administrative resources
   - Teaching resources
   - Member institutions and their programs
   - Nonmember teaching centers and programs
   - Lists of visiting scholars
   - Data on the state of medieval studies
Consultation and assistance of other kinds in the development of programs, committees, and centers.

International liaison.

SPECIAL PROJECTS
CARA may develop special projects that are appropriate to its mission. Sometimes these projects are spun off as independent organizations, as in the case of Medieval Academy Reprints for Teaching (MART. All special projects, and especially those requiring grant support, need to be developed with attention to their place within the Medieval Academy’s program of activities as a whole.

PRIZES
(1) The CARA Award for Excellence in Teaching Medieval Studies recognizes Medieval Academy members who are outstanding teachers who have contributed to the profession by inspiring students at the undergraduate or graduate levels, or by creating innovative and influential textbooks or other materials for teaching medieval subjects.

(2) The Robert L. Kindrick-CARA Award for Outstanding Service to Medieval Studies recognizes Medieval Academy members who are individuals who have provided leadership in developing, organizing, promoting, and sponsoring medieval studies through the extensive administrative work that is so crucial to the health of medieval studies but that often goes unrecognized by the profession at large.

(3) The John Leyerle-CARA Prize for Dissertation Research supports the doctoral research of a Medieval Academy member who needs to consult materials available in Toronto collections.

(4) MAA/CARA Summer Language Scholarships provide full tuition to students who are members of the Medieval Academy and who are participating in Latin and other approved summer programs offered at institutions in North America. Application guidelines, nomination requirements, and deadlines are announced in the Medieval Academy News and can be found at the Medieval Academy’s website www.MedievalAcademy.org.

(5) The MAA/CARA Conference Grant will be awarded annually to a regional or consortial Medieval Studies Program or Association to support an annual regional or consortial conference taking place the year after the application is submitted (for example, applications will be accepted in 2017 for conferences taking place in 2018). Awards will be based on proposals adjudicated by the Academy’s CARA Committee. One (1) grant of $1,000 will be awarded each year.

CARA SESSIONS AT OTHER MEETINGS
CARA sponsors sessions at the Medieval Academy’s annual meeting and the International Congress on Medieval Studies at Kalamazoo. They are the responsibility of the CARA Chair and Executive Committee, but much of the planning and organization of these sessions is delegated to the Director of Conference Programs.

The CARA session at the Medieval Academy’s annual meeting is an occasion for presenting CARA’s concerns and interests to a wider audience, or for thematic programs on scholarly topics of importance to medievalists across the disciplines. CARA-sponsored sessions at the International Congress on Medieval Studies and at other meetings are designed to adapt to their various settings. CARA also sponsors a lunch meeting at the International Congress on Medieval Studies.

Finances
CARA is supported by contributions from the operating budget of the Medieval Academy, and by project grants. The CARA Meeting is supported by registration fees, subsidies from CARA’s budget, subsidies and in-kind contributions from the host institution, and grants secured by the host institution.
Financial management is the joint responsibility of the Chair of CARA and the Executive Director of the Medieval Academy. Applications for project grants require the prior approval of the Executive Director. The Executive Director reports on CARA finances at the annual fall meeting of CARA.

C. Nominating Committee

Purpose
The Nominating Committee shall nominate at least two members of the Academy for each vacancy among the Councillors. It shall nominate one member of the Academy for vacancies in the offices of President, First Vice-President, and Second Vice-President.

Composition
The Nominating Committee consists of six members and a chair. Of the six members, two will be elected each year to serve for three years.

Selection Process
Each year the President will nominate four members of the Academy to stand for election to the Nominating Committee, and other members may be nominated by petition as specified below. The chair of the Committee will be appointed by the President from among members of former Nominating Committees to serve for one year.

Compensation.
Nominating Committee members receive no compensation. Nominating Committee members receive standard reimbursement for travel expenses (transportation, ground transportation, a $25 per diem (for up to two days), and at least one night at the host hotel, with reimbursement for a second night if the traveler’s itinerary necessitates a second night's stay).

Guidelines

Objective
The Nominating Committee shall nominate at least two members of the Academy for each vacancy among the Councillors. It shall nominate one member of the Academy for vacancies in the offices of President and First Vice-President, and three members for the Second Vice-President. Normally, the Second Vice-President will proceed to the first vice-presidency, and First Vice-President to the presidency; the committee is thus required to choose new candidates only for the second vice-presidency. In view of the presumption that the Second Vice-President will advance to the two higher offices, serving three successive one-year terms, the committee will want to choose a candidates who are likely to be willing and able to attend to the Academy's interests for three years. It is appropriate for the committee to take into consideration the relative seniority of proposed candidates. Presidential officers must be members of the Academy; they need not be Fellows. An effort should be made to avoid duplicating the disciplines, institutions, and geographical locations of the candidates' immediate predecessors.

The Bylaws require that two candidates be nominated for each vacancy on the Council. There are twelve Councillors, four of whom are elected each year to serve three-year terms. Unless there are also vacancies among the Councillors serving in the second and third years of their terms, the Nominating Committee will choose eight candidates. When the slate is submitted to the Executive Director, the committee shall include four alternates. These can be ranked in order of preference or designated as substitutes for specific candidates on the first list who decline to stand for election. Candidates must be current members of the Academy. The renomination of those who have been unsuccessful candidates in the two previous elections must be avoided.

In all cases the Nominating Committee should work to ensure adequate representation of the membership among the Academy's officers, avoiding overrepresentation of any geographical area, of any single university, or of any single discipline. To assure institutional balance, the slate for the election in a given year must not contain more than one candidate from the same institution, and the Committee should make an effort to represent various kinds of institutions—colleges and small universities as well as major research institutions—in the slates of nominees. Given
the increasingly worldwide membership of the Academy, the Nominating Committee should consider candidates teaching in institutions in Canada and throughout the United States, as well as those teaching outside of North America. Although travel costs must limit the number of such candidates, the committee may occasionally nominate overseas members. When discussing possible candidates, preference should be given to those who are not already serving in appointed positions or on editorial boards. Candidates at institutions represented on the Nominating Committee must be avoided.

The Nominating Committee exercises its powers independent of the Officers and the Council and may consult with anyone it chooses. The Executive Director shall provide the Nominating Committee with such information as it requires in advance of its deliberation and shall attend such portions of its meetings as he or she is invited to attend to provide further information about members.

The Committee Process & Timeline

The Nominating Committee reaches its decisions through discussion when it meets during the annual meeting. Each member is encouraged to suggest names for discussion. To the extent possible, committee decisions shall be reached by consensus rather than by majority vote. The Nominating Committee meets only once, generally on the Saturday morning at the Academy's annual meeting in spring, usually in early April. Thereafter committee work is conducted by correspondence, e-mail, and telephone.

MEETING

The purpose of the spring meeting is to review the guidelines for the selection of candidates, to begin the selection of candidates, and to establish a schedule for the completion of the slate. After reviewing the disciplines, institutions, and geographical locations represented by the current presidential officers and Councillors, the committee will determine which categories are to be avoided and which should be represented on the final slate. The criteria established in this way will govern the selection of appropriate candidates. Members of the committee should come to the meeting with a list of likely candidates in mind. The Executive Director also provides a list of suggested candidates, including those who were alternates recommended by previous committees. At the meeting the committee Chair will guide the discussion of proposed candidates, so as to produce a pool of eligible candidates who provide needed balance within the slate and with the incumbents. The committee may select its preliminary slate at the meeting, or it may defer this step to allow time for further deliberation, making its final choices by correspondence. Either way, the slate should have the support of the entire committee and be complete by 15 May.

REPORT

The Chair shall submit the preliminary slate and alternates to the Executive Director no later than 15 May. The alternates may be ranked in order of preference, or they may be designated as substitutes for specific candidates. The Executive Director will then review the slate to make sure that all the candidates are eligible and that the guidelines regarding the desired balance among the candidates have been respected. If this is not the case, the Executive Director will inform the Chair and request reconsideration by the committee. Once the preliminary slate is completed, the Executive Director will notify the proposed candidates and ascertain their willingness to serve. The final slate must be ready by 1 July of the year preceding the election. The alternate will be substituted if the first choice declines to stand for election. The final slate will consist of those candidates or alternates who have agreed to stand for election. The deadline for the completion of the slate is 1 July.

PUBLICATION

The Nominating Committee shall transmit its report to the President who shall add to it his or her nominations for positions on the Nominating Committee. Once the slate is established, the Executive Director will seek biographical information from those who agree to stand for election, and the Academy staff will proceed with the publication of names and the election, as scheduled. Nominations made by the Nominating Committee and those made by the President to the Nominating Committee shall be circulated by the Executive Director to the membership (for example, by email and/or by publication on the Academy's website before 1 December of the calendar year preceding the election.
NOMINATIONS BY PETITION
Nominations of other members of the Academy for elected officers, Councillors, or members of the Nominating Committee may be made by written petition signed by at least seven members of the Academy. A nomination by petition may be for a single office, several offices, or an entire slate. Such petitions must be received by the Executive Director within twenty days of the circulation of the report of the Nominating Committee (by-law 25, unless the Council extends the period for making nominations by petition.

ELECTIONS AND VOTING
The elected officers of the Academy, the Councillors, and the members of the Nominating Committee shall be elected at the annual meeting by majority vote of all members of the Academy who vote. Every non-institutional member of the Academy shall be entitled to one vote in person upon each subject properly submitted to a vote of the members by electronic proxy ballot prior to the annual meeting or any special meeting. The ballot shall contain the slate of officers, Councillors, and members of the Nominating Committee made by the Nominating Committee and those made by petition; members shall vote for those for whom they choose to vote. The proxy ballot may also include a provision authorizing a proxy to cast a vote at the meeting on behalf of the member about any other matter noted on the ballot, but authorizing such a proxy shall not be a condition of casting a valid vote by proxy for those nominated to be officers, Councillors, and members of the Nominating Committee.

At the Annual Meeting the results of the balloting are presented at the Business Meeting by an officer of the MAA who is not standing for election at the time. Upon a motion, the results of the balloting are then confirmed by a vote of the members attending the Annual Business Meeting.

The terms of the newly-elected officers and Councillors shall begin at the end of the annual meeting. The terms of the newly-elected members of the Nominating Committee shall begin with the annual meeting. No proxy shall be valid after the end of the annual meeting.

D. Graduate Student Committee
Purpose
To act on behalf of the graduate student members, promoting their participation within both the Academy and the broader academic community and providing a forum for the expression of their concerns and interests. In addition to fostering international and interdisciplinary exchange, the committee is especially dedicated to providing guidance on research, teaching, publishing, professionalization, funding, and employment. The Complete Graduate Student Committee Handbook is available as an appendix to this Administrative Handbook.

Composition
Six appointed members, including a chair who has a nonvoting seat on Council. All members must be graduate students and members of the Medieval Academy.

Term
One two-year, staggered term. The date in parentheses (below is the final year of the incumbent's term in office. The administrative year for committees runs from annual meeting to annual meeting.

The President of the GSC sits with the Council without vote at its annual meeting, and receives the standard reimbursement for his/her expenses for attendance at this meeting (transportation, ground transportation, a $25 per diem (for up to two days), and at least one night at the host hotel, with reimbursement for a second night if the traveler’s itinerary necessitates a second night's stay).

Selection Process
Criteria for Eligibility
Membership of the GSC is open to any graduate student who is a member of the MAA, and who is willing to commit to the two-year term of office.

Selection of members
New members are chosen each year from a pool of (generally) self-nominations. Notices are sent out in January, encouraging students to nominate themselves for these positions, with the nomination forms made available by link or attachment. Nominations are generally due in by February 15. The nominations are presented to the current GSC for recommendations. The names and the GSC recommendations are then brought before the Council, which selects two or three candidates to fill the vacant positions.

The final decision will take into account the need to ensure diversity of discipline among members of the new committee, as well as the custom that no two members of the committee may represent the same university and that at least one member should represent a university outside North America.

Choosing the Chair
The GSC’s outgoing Chair will submit to the Executive Director the names of those current GSC members who have expressed interested in this position, along with the Chair’s own recommendation. The Council will consider the GSC recommendations and make a formal recommendation.

All committee appointments will be approved by the Council.

Vacancies
In the case of a mid-term vacancy, the GSC shall have the autonomy to decide if it is necessary to appoint a replacement (e.g. if the vacancy occurs six months before the end of the term, it is likely that the committee will continue with its present members until the next nomination cycle; if the vacancy is for a longer term, the committee will likely request to fill the spot. If the GSC decides that the vacancy should be filled, it will recommend a candidate or candidates from the previous pool of applicants, for the Executive Director’s approval.

II. Programs

1. Meetings

A. Annual Meeting
The purpose of the program of the annual meeting is to encourage substantive intellectual exchange among scholars in all fields of medieval studies. The content of the program is the responsibility of the program committee. The committee has the important task of planning programs with high scholarly standards and a balance of disciplines, subfields, geographic areas, time periods, topics, and speakers. Institutions interested in hosting the annual meeting of the Medieval Academy should contact the Executive Director at least three years and preferably five years before the planned meeting. The Academy attempts to rotate annual meetings to different regions (South, North-East, Mid-West, and West), and also schedules meetings in Toronto (Mid-West) and Boston (North-East) every ten years. Meetings scheduled for the West region may be usually joint meetings with the Medieval Association of the Pacific. Most meetings require subventions from the host institution(s) and co-sponsors of around $25,000-$45,000, depending on local costs and the subsidies given to keep registration costs down. The Executive Director is responsible for signing catering contracts for off-program meetings such as the Council meeting while the chair of the local arrangements committee or the chair of the program committee signs contracts with the caterers for events on campus.

THE PROGRAM COMMITTEE
The chair of the committee is an Academy member at the host institution. The chair is the contact person for the Executive Director on all matters involving the program; s/he also serves as a liaison to the local arrangements committee.

The Executive Director and the First Vice-President of the Medieval Academy sit ex officio on the program committee and attend its first meeting, when session titles, session organizers, the plenary speakers, and possible conference themes are discussed.

The remainder of the program committee consists of additional members of the Medieval Academy chosen by the meeting's local organizers. Representatives from the host institution(s) shall be included on the committee.
Medievalists from other institutions in the region are often included. In the case of joint meetings (such as with the Medieval Association of the Pacific), members from the cosponsoring organization shall be included.

The members of the committee shall represent a diversity of fields and interests. Important qualities for members of the committee are wide-ranging competence and good scholarly judgment.

LOCAL ARRANGEMENTS COMMITTEE
The local arrangements committee chair is normally from the host institution. It is important to recruit members for this committee over two years in advance since they will be responsible for many of the logistics of the conference, such as arranging catering, venues for the individual sessions, AV, shuttle transportation (if venues are not within easy walking distance of the hotel) and the book exhibit; overseeing the registration process and student volunteers; and coordinating other events, such as tours or special exhibitions at the annual meeting.

PROGRAM PLANNING MEETING
The program committee meets at the host institution approximately eighteen months prior to the annual meeting. Local committee members will usually have additional meetings to discuss session and paper proposals but many duties may be handled by telephone and e-mail. The purpose of this meeting is threefold: to review preliminary arrangements, to begin planning the program and the call for papers, and to assign specific administrative tasks and deadlines.

During the initial planning meeting the program committee discusses the theme of the program, if any. It considers the number and kinds of sessions to be included, and the schedule of those sessions, in accordance with the provisions noted in the program guidelines. It begins the process of choosing speakers for plenary sessions. It begins to consider topics of concurrent sessions and outside organizers for some of those sessions as well as which concurrent sessions are to be included in the call for papers and which are to be commissioned. The call for papers is composed in the following months.

The program committee chair usually chairs the initial program planning meeting.

GENERAL COMMITTEE PROCEDURES
The program committee chair, in consultation with the Executive Director, presides over the work of the program committee. He or she organizes program planning and the call for papers, communicates with those who submit paper proposals, and supervises session organizers and session chairs. He or she works with the chair of the local arrangements committee to plan for meeting rooms and audiovisual facilities and to oversee the meeting when it is in progress.

The MAA’s Inclusivity and Diversity Committee requests that each program committee responsible for organizing a Medieval Academy annual meeting be mindful of the increasing ethnoracial diversity among medievalists in the US and internationally, and mindful also of increasingly diverse scholarly interests among medievalists. We therefore ask that each program committee accordingly plan an annual meeting that thoughtfully reflects that diversity, both in terms of the professional body of medievalists, as well as in terms of diversity in scholarship within medieval studies itself. Additionally, we respectfully urge hosting institutions, when assembling a program committee, to consider including representatives who have been demonstrably engaged in issues of diversity, so that the experience and perspectives of these representatives can help to inform the work of the program committee.” The program committee determines the number of plenary and concurrent program sessions that will be offered and the scheduling of those sessions. The norm for concurrent sessions is around forty to fifty, most of which are filled through a call for papers.

Concurrent sessions may be planned by the program committee or by outside organizers selected by the committee. Outside organizers work under instructions from the program committee, and their session proposals are submitted to the program committee for approval. All final decisions are the responsibility of the program committee.

Local medievalists who are not on the program committee are often asked to contribute program ideas. Ideas may also be solicited more widely.

Joint meetings with other organizations have a single program, planned by a program committee on which the cosponsoring organization is represented.

PROGRAM THEME
Programs with an overall theme may be considered, but they are difficult to manage, given the diversity of the Academy’s constituency. It is essential that most disciplines and research areas of interest to Academy members be
represented on the program and that any overall theme be broadly inclusive. A program theme should aim to embrace directly only a selection of the panels, allowing room for a wide variety of papers and participants.

**ELIGIBILITY FOR PARTICIPATION IN PROGRAM**

The Academy is committed to presenting a program that is as inclusive as possible and involves as many participants as possible. Therefore, no individual may fill the same role more than once at an Annual Meeting (i.e. present two papers, chair two sessions, or sit on two roundtables).

Membership in the Medieval Academy is a requirement to give a paper or organize a session at the annual meeting, although—in unusual circumstances—these requirements may be waived in the interest of increasing the participation of scholars from overseas or non-medievalists working in allied fields and periods. Waivers of membership fees for overseas speakers will be at the discretion of each year’s Program Committee.

**HONORARIA AND TRAVEL SUBSIDIES**

As a rule, plenary speakers receive honoraria (except for the President) and reimbursement of all travel costs. Some limited funding may be available by special arrangement for other speakers, especially those from abroad. This funding can be authorized only by the Executive Director and should not be promised before receiving authorization. Session chairs and organizers do not receive funding.

**GRADUATE STUDENT PAPER PRIZES**

The Medieval Academy offers a $500 Prize for the Best Graduate Student Paper given at the Annual Meeting. The Academy will also award travel reimbursements (called Medieval Academy Annual Meeting Bursaries) of up to $500 each to graduate students for papers judged meritorious by a local committee appointed by the program committee chair. The amount of each bursary will be determined by the number of eligible graduate students, the amount budgeted by the Academy ($2,100), the quality of the paper, and the amount of a student’s expenses not covered by other sources. To be eligible for these awards, graduate students must be members of the Medieval Academy and, once their proposed papers have been accepted for inclusion in the program, must submit complete papers to the program committee by a date set by the program committee chair.

Once the program committee has selected the papers to be presented at the meeting, the program committee chair should notify any graduate student whose paper proposal has been accepted that he or she is eligible to be considered for the prize and bursaries. The prize-winner is also eligible for a travel bursary from the Academy.

The committee chair should provide the names and addresses of all applicants for the paper prizes to the Executive Director and list those selected eight weeks prior to the Annual Meeting. The program chair or his/her designee alerts the winners and notifies those not selected.

**PROGRAM CONTENT**

**The Call for Papers**

At least three quarters of the sessions are allotted to a call for papers, which is announced approximately one year before the meeting.

The program committee chooses topics for these sessions. The topics must represent the variety of disciplines within medieval studies, including but not restricted to art history, history, languages and literatures, music, philosophy, and religion. Ideally, many topics will appeal to cross-disciplinary papers. It is desirable to have a mix of specialized and general topics. For some sessions the topics may be left entirely open.

The committee will itself organize some sessions and will assign others to outside organizers. Outside organizers are chosen for their scholarly expertise, and the topics proposed for their sessions may be refined or changed with their advice. Individuals may also submit complete sessions independent of those listed in the call for papers. Other sessions may be organized by the program committee from worthy abstracts submitted independently or passed on by session organizers who have received too many papers for their sessions. The program committee chair, in consultation with the program committee, is also responsible for arranging the times of accepted sessions to avoid conflicts of topic and assure that themed or linked sessions follow one after the other.

Sessions last 1 3/4 hours. The usual format is three twenty-five-minute papers, allowing fifteen to twenty minutes for introductions and discussion. Other formats are permitted (e.g., roundtable, flash sessions, four short papers; a respondent). Whatever the format, organizers should emphasize that papers be kept within set time limits.
The call for papers appears in the newsletter and is posted on the Academy website, is distributed at the preceding Annual Meeting, and is emailed to members. It lists session topics and gives instructions for submitting proposals. Proposals are submitted online using a dedicated Medieval Academy email address for that meeting.

When the deadline for the call for papers has passed, the program committee and outside organizers may commission papers if they have not received enough good submissions to fill their sessions.

Outside organizers present their proposed sessions to the program committee for approval. The program chair sends notification of acceptance or rejection to those who submitted papers.

In most cases session organizers chair their sessions, but they may recommend someone else to serve as chair. It is best for session organizers not to give papers in their own sessions and the session chair must not give a paper.

**Commissioned Sessions**

A few concurrent sessions may consist entirely of commissioned papers. The program committee can use this option to develop a thematic emphasis within the program, to include foreign scholars whose participation requires invitations well in advance of the meeting, or to experiment with varied formats and kinds of presentations. The number of commissioned sessions should be kept small.

The Program Committee is asked to reserve four concurrent-session slots for MAA-sponsored sessions: the K-12 Committee (two sessions), the Inclusivity and Diversity Committee (one session), and the Graduate Student Committee (one session).

The program committee may take full responsibility for organizing such sessions or it may assign them to outside organizers.

**Plenary Sessions**

The program includes an unspecified number of plenary sessions, including the following:

- Opening meeting with welcomes (75 minutes). This meeting is the first scheduled for Thursday afternoon, usually beginning at 2:00. It consists of the following:
  - Welcomes from members of the program and local arrangements committees and representatives of the host institution(s).
  - Major scholarly address (a plenary lecture of 45-50 minutes).
  - Announcements and any program changes.

- Business meeting (60 minutes). This meeting is usually scheduled on Friday, after lunch. The Medieval Academy President presides. It is essential that 1½ to 2 hours be scheduled for the business meeting if it is combined with lunch; seating should be provided for those who do not attend the lunch but who wish to attend the business meeting. There are three essential components:
  - Business: Reports of the Executive Director, Treasurer, Editor of *Speculum*, Delegate to the ACLS, et al.; election of officers.
  - Awarding of prizes: Prize for the Best Graduate Student Paper at the Annual Meeting, and CARA awards.
  - Thanks given to the host institution(s) and key organizers.

- Presidential address (plenary lecture, 60 minutes).
  - This Plenary should take place on Saturday morning.
  - Awarding of publication prizes: John Nicholas Brown Prize, Van Courtlandt Elliott Prize, Digital Humanities Prize, Gould Prize, Haskins Medal
  - The incoming Academy President presides and introduces the outgoing President, who delivers a major scholarly address (45-50 minutes).

- A session organized by CARA (60 minutes).
  - CARA, the Academy's Committee on Centers and Regional Associations, is traditionally allotted a time on Friday mornings. Its program focuses on professional or teaching issues.
• Fellows Plenary (75-90 minutes).
  o This meeting is usually held on Saturday afternoon and is often the last session of the conference, followed by a closing reception. The President of the Fellows presides. There are two components:
    o Induction of new Fellows (30-40 minutes, on the assumption that introductions of each new Fellow take 5-7 minutes, and the number of new Fellows inducted annually is about six)
    o Major scholarly address (plenary lecture, 45-50 minutes). The program committee should consult the President of the Fellows before choosing the speaker, who is normally a member of the Fellows but need not be.
• An additional plenary session devoted to a major scholarly address may also be scheduled to replace a block of concurrent sessions (60 minutes).

The program committee chooses the speakers for the Opening plenary session; the Fellows plenarist is chosen by the program committee, in consultation with the President of the Fellows. The Presidential plenary speaker is always the Academy President. The Academy's Executive Director plans the business meeting, and the CARA plenary is organized by the CARA program committee.

Special care needs to be taken in choosing plenary speakers. They should be distinguished scholars who are known to be good speakers, capable of addressing a general audience of medievalists, and should not have served as a plenary speaker in a previous annual meeting. The speaker should be told to take no more than forty-five minutes. The “extra” time scheduled with luck will just about accommodate late starts (while the audience gets settled), ceremonial introductions (brief!), and the inevitable miscalculations by the speaker.

SCHEDULE
The program committee should establish and follow a schedule. Its details should be determined by the committee, but should include the following deadlines:

**Autumn, 2 Years before the Meeting**
Program planning meeting. Hotel and meeting venue(s) identified. Funding sources identified. The Executive Director and First VP often invited to meet with institutional representatives (such as deans) in charge of funding.

**Late December, 2 Years before the Meeting**
Call for papers sent to the Executive Director.

**Winter, 1 Year before Meeting**
Invite plenary speakers.

**1 Year before Meeting**
The call for papers is issued.

**Around 15 May, 1 Year before Meeting**
Deadline for submission of proposed papers to the chair of the program committee. Organizers of independent sessions submit abstracts in their session and other required information. The chair will send abstracts to session organizers for evaluation; individual paper proposals and independent session proposals sent to program committee for consideration.

**Around 15 August, 1 Year before Meeting**
Deadline for organizers of regular and commissioned sessions to submit proposed sessions to the chair. The program committee evaluates sessions and organizes any additional sessions composed of papers not submitted to a session listed in the call for papers.

**Around 15 September, 1 Year before Meeting**
Program committee finalizes program.

**Around 15 September, 1 Year before Meeting**
Deadline for the program committee's decision on proposed sessions. The committee chair sends acceptance letters to the organizers and speakers, rejection letters to the authors of unsuccessful proposals. The chair should send a list of accepted papers to the Executive Director, who will check membership status and notify those who need to join the Academy. The committee chair will invite graduate students to submit full papers to be considered for paper prizes.

Around 1 October, 1 Year before Meeting
Deadline for copy to publicize the meeting in the November online issue of *Medieval Academy News*. It is important to begin marketing the meeting in the newsletter by letting members know what attractions will be offered to them as travelers (i.e., excursions and tourist sites) and as medievalists (program theme, plenary speakers).

December, 1 Year before Meeting
Completion of program and local arrangements. The information about session chairs, speakers, and paper titles must be final, and the schedule for all events (public and private) must be fixed. The program is sent by e-mail attachment to the Executive Director for editing and printing. The 1 December deadline is firm.

January, Year of Meeting
Publication of the program and other annual meeting information on the Medieval Academy website. Program and registration materials made available to members online.

(Deadline established by Program Committee)
Graduate students wishing to be considered for paper prizes must submit complete final papers to be evaluated by the program committee. Prize decisions should be made eight weeks prior to the meeting.

Four weeks prior to the meeting
Registration deadline should be scheduled about 3 to 4 weeks before the meeting, to coincide with hotel registration deadline.

B. Other Meetings (Kalamazoo, AHA)
i. Kalamazoo Program Committee

PURPOSE
The Kalamazoo Program Committee selects the plenary speaker and organizes sessions sponsored annually by the Medieval Academy at the International Congress on Medieval Studies, Kalamazoo. This Committee is charged with identifying and inviting a scholar to be the Medieval Academy-sponsored plenary speaker, as well as organizing Academy-sponsored sessions, for the annual conference of the International Congress on Medieval Studies in Kalamazoo. In order to align with the Kalamazoo planning schedule, terms will begin on June 1 of the year of appointment, when planning begins for the IMC scheduled for two years later (i.e. the member whose term begins in June 2016 will serve for three years, on committees planning 2018, 2019, and 2020).

COMPOSITION AND SELECTION
Three members serving in rotation for a three-year term, with a new member appointed each year and the senior member serving as Chair

TERM
From June 1 of the year of appointment, for three years.

POOL
Open

(Source: Council action 1996; revised 2015)

DUTIES & RESPONSIBILITIES
The chair is responsible for communicating with the Kalamazoo program organizers (Congress Director and Assistant Director) concerning the selected plenary speaker and paper title, as well as other sessions sponsored by the Academy. Committee members are responsible for helping to identify the plenary speaker, and to organize (or invite others to organize) Academy-sponsored sessions on theme(s) of their choosing. Typically the chair introduces the plenary speaker, and committee members preside over sponsored sessions, at the Congress. The Medieval
Institute requires an Organizer Contract to be completed by the appropriate organizer(s). Other pertinent information for session organizers and presiders is available online.

The Plenary Speaker

The lecture is given at a session that starts at 8:30 a.m. on the Friday of the Congress. The lecture is expected to be 40 minutes in length and to present current research. The audience is comprised of professional medievalists across all disciplines. The lecture proper is preceded by a university welcome and the awarding of a book prize. No questions are entertained at the plenary session. The onus is on the chair of the Kalamazoo Program Committee to inform the Director of WMU’s Medieval Institute as to who will introduce the plenarist. Ideally, the Chair will introduce the Speaker they invited, even though that plenary will take place after the Chair’s term has ended. If the Chair is not going to be at Kalamazoo that year and cannot introduce the speaker, they should take responsibility for inviting someone else to introduce the Speaker and informing the Director of the Medieval Institute of the change.

The plenary speaker receives an honorarium ($750 as of 2014) from the Medieval Academy, in Kalamazoo, from the Executive Director.

The Medieval Institute absorbs travel expenses, Congress registration fee, room at the Radisson and room charges for meals (excluding alcohol), as well as providing meal tickets to the cafeteria.

Timeline for Planning

June 1: The new Committee member joins and the new Chair is seated. The Committee begins work on identifying and inviting a plenarist. Once a plenarist has been invited and has accepted, the Committee works with the plenarist to assemble two associated sessions. The names and titles of lectures for the plenarist and the related sessions must be submitted to the Medieval Institute by the following May 31 at the latest, but preferably several months before that date.

For example, after June 1, 2015, the Committee will begin work on Kalamazoo 2017, submitting the Plenarist and Sessions to the Medieval Institute by May 31, 2016. The 2015-16 Chair will be asked to introduce the 2017 speaker.

ii. AHA Program Committee

PURPOSE
To ensure that sessions on medieval topics are included in the annual program of the American Historical Association.

COMPOSITION AND SELECTION
A chair and two members nominated by Council.

TERM
Three years rotating.

POOL
Open

DUTIES & RESPONSIBILITIES
Since the Medieval Academy is an affiliated society of the American Historical Association, the MAA can participate in the AHA Annual Meeting each January by soliciting, reviewing and suggesting panels. The chair of the MAA’s AHA Program Committee is responsible for coordinating the committee and communicating with the AHA Program Committee. The AHA Guidelines are as follows:

The AHA, at the earliest practicable date, will contact the affiliated societies, such as the MAA, to provide information about the forthcoming program and solicit program suggestions. The AHA will designate one of its members to act as a liaison to the affiliates, give the affiliates priority in notifications about the acceptance or rejection of proposals, and keep thorough records of acceptances to the program in order to prevent a pattern of privilege or neglect. While special consideration will be given to proposals for joint sessions sponsored by the AHA and affiliates, the Program Committee will apply the same criteria for acceptance applied to all other proposals.

Affiliated Societies are also encouraged to hold their own sessions in conjunction with the annual meeting, although the Association encourages affiliates to offer an innovative and diverse range of sessions, as detailed below. The Association will provide free space as available, but the society is responsible for the organizational and financial details of such ancillary sessions. For inclusion in the program, societies must submit such sessions to the
Convention Director by May 15. The scheduling of affiliated society sessions to specific days and time slots is done by the AHA Convention Director and is subject to meeting space limitations.

**Session types:** Proposals should be designated in one of the following session types. In order to encourage discussion and exchange at the meeting, the Program Committee will give priority to sessions that foster discussion and discourage the practice of reading papers. To assure substantial time for interaction between speakers and audience, all panels are limited to a maximum of five participants serving as speakers or commentators.

A. *Discussions/Roundtables:* The roundtable or the discussion format—which can be used for the presentation of original research, work-in-progress, or discussion of professional concerns—offers short 10-minute presentations, a fluid organization (not limited to the chair/presenter/commentator structure), and ample time for discussion with the audience. Roundtables differ from discussions in that the former take place in a non-podium setting (with the audience gathered around the panel) to facilitate a more congenial exchange between audience and discussants.

B. *Experimental sessions:* This format is intended to allow members to organize a panel using novel forms of presentation (in terms of organization or content), which are not covered by the other session types. Members who would like to organize such panels are welcome to do so, provided they clearly explain the form and content of their panels, their ability to engage and connect with an audience of their peers, and the potential costs involved.

C. *Formal sessions:* The formal session is organized around a chair with two or three presenters speaking for 15 minutes, with the option of a commentator. While this has been the standard form, the Association encourages the informal presentation of research, instead of the rote reading of papers.

D. *Poster sessions:* Poster sessions allow historians to present their data and discuss their research with colleagues in a less formal setting, using illustrative materials placed on a board. Poster sessions allow for the presentation of professional issues, original research, or work in progress through posted visual materials—such as pictures, photographs, and text—displayed on bulletin boards. Posters are the only exception to the bar on submission of solo presentations.

E. *Practicum session:* A practicum is a session in which members can learn or develop practical skills. A practicum is ideal for demonstrating the use of new or innovative tools for the classroom or for research.

F. *Teaching session:* Teaching sessions are a more specific type of practicum, and highlighted as such in the meeting program. To qualify, however, these sessions need to meet one or more of the following six specific criteria. They need to 1) directly address teaching challenges and practices; 2) include both K–12 and college-level teachers in collaboration (such as a workshop for generating new lesson plans and curricula); 3) offer brief presentations of research findings followed by discussions of how to teach them; 4) invite direct participation (not just the standard, brief period of Q & A) by audience members in the session; 5) model the classroom use of technological media; 6) and provide primary source materials, useful website addresses, bibliographic suggestions, and/or lesson plans to audience members.

G. *Workshop:* Workshops consist of multiple sessions on a common theme, possibly using a variety of the session types described above. Ideally, this should provide the opportunity for a more focused discussion in which participants bring a common level of knowledge or skill to bear on a subject, typically toward some practical end (e.g., developing a work-in-progress or new professional skills). The Program Committee will judge each of the sessions on its own merits, as well as the extent to which it advances the broader theme of the workshop.

Additional information is available at: [http://www.historians.org/annual/guidelines.cfm](http://www.historians.org/annual/guidelines.cfm)

### iii. Leeds Program Committee

**APPOINTMENT BY:**
Council

**PURPOSE**
To identify and invite a scholar to be the Medieval Academy-sponsored plenary speaker; and to organize Academy-sponsored sessions, for the annual International Medieval Congress at the University of Leeds.
COMPOSITION
A class of four (chair and three other members appointed each year by the Council). Ideally, the Committee would be comprised of members who are Corresponding Fellows or members living in Europe.

TERMS
Four years, from after the Annual Meeting of the year of the appointment.

This Committee is charged with identifying and inviting a scholar working in North America to be the Medieval Academy-sponsored plenary speaker, as well as organizing Academy-sponsored sessions, for the annual conference of the International Medieval Congress in Leeds. In order to accommodate the Congress schedule, and to ensure sufficient lead time to plan for these programs, a class of two new Academy members will be appointed each year to carry out the planning for the Leeds conference to take place two years later).

The chair of the Committee, chosen from between the two continuing members, is responsible for communicating with the Leeds program organizers concerning the selected plenary speaker and paper title, as well as other sessions sponsored by the Academy. Committee members are responsible for helping to identify the plenary speaker, and to organize (or invite others to organize) Academy-sponsored sessions on theme(s) related to the topic of the plenary address. Typically the chair introduces the plenary speaker, and committee members preside over sponsored sessions.

The plenary speaker receives an honorarium ($750) from the Medieval Academy, presented in Leeds by the Executive Director. Leeds absorbs travel expenses, Congress registration fee, room at the Radisson and room charges for meals (excluding alcohol), as well as providing meal tickets to the cafeteria.

TIMETABLE

Winter, one-and-a-half years before the Congress: After having worked with committee members to identify candidate(s) for plenary speakers, the chair invites and corresponds with the potential speaker. To avoid unnecessary delays, the chair should give a deadline for the potential speaker to accept/decline the invitation. A speaker must be in place by 1 June in the year before the Congress. Once the plenary speaker and topic of the address are finalized the committee meets (in person or via email) to finalize the Call for Papers for sessions of the following years and starts identifying potential speakers for the sessions.

September 30, nine months before Leeds: deadline to submit Session Proposal Forms by chair to the IMC.
2. **Committees**

**A. American Historical Association Program Committee**

(one vacancy for three-year appointment)

Purpose: To ensure that sessions on medieval history are included in the annual program of the American Historical Association (AHA).

Composition: A chair and two other members appointed by the Council.

Term: Three years, rotating

Current Members:

Ned Schoolman (2023), Univ. of Nevada
Roger Martinez-Davila (2024), Univ. of Colorado, Colorado Springs
Katie Hodges-Kluck (2025), Univ. of Tennessee, Knoxville

Past Members:

Sara Ritchey (2022), Univ. of Tennessee, Knoxville
Susanna Throop (2021), Ursinus College
Jeffrey Bowman (2020), Kenyon College, Chair
Celia Chazelle (2019), The College of New Jersey
Laura Smoller (2019), Univ. of Rochester
Sean Field (2018), Univ. of Vermont
Geoffrey Koziol (2018), Univ. of California, Berkeley
Scott Bruce (2017), University of Colorado, Boulder, Chair
Samantha Herrick (2016), Syracuse University
Maureen Miller (2015), University of California, Berkeley
Daniel Hobbins (2014), University of Notre Dame
David Mengel (2013), Xavier University
Peter J. Fergusson (2012), Washington and Lee
Joëlle Rollo-Koster (2012), Univ. of Rhode Island
James Murray (2011), Western Michigan Univ.
Kathryn L. Reyerson (2010), Univ. of Minnesota

**B. Committee for Professional Development**

(one vacancy for three-year appointment)

Purpose: To assist independent scholars, scholars not on tenure-track lines, scholars in part-time employment, and senior graduate students. This committee adjudicates several awards: Travel Grants (Spring and Fall), Dissertation Grants, and the MAA/Graduate Student Committee Grants.

Composition: A chair and two other members, including an independent scholar, appointed by the Council.

Term: Three years, rotating.

Current Members:

Marcia Kupfer (2023), Independent Scholar
Sebastian Sobecki (2024), University of Groningen
Paul Sturtevant (2025), Smithsonian Institution and The Public Medievalist
Past Members:

Mark Cruse (2022), Arizona State Univ.
Sarah Celentano (2021), Independent Scholar
Miriam Shadis (2020), Ohio Univ., Chair
Alison Beringer (2019), Montclair State Univ.
Craig Nakashian (2018), Texas A&M Univ., Texarkana,
Jessalyn Bird (2017), Independent Scholar, Chair
Laura Light (2016), Les Enluminures, Paris, New York and Chicago, Chair
Georgiana Donavin (2015), Westminster College, Salt Lake City
Karen Mathews (2014), University of Miami
Bruce O'Brien (2013), Univ. of Mary Washington
Andrew Taylor (2012), Univ. of Ottawa
Jennifer Shaffer (2011), New York City
Sara Lipton (2010), SUNY-Stony Brook
Renate Blumenfeld-Kosinski (2009) U of Pittsburgh
Mary B. Shepard (2008), Wichita

C. Baldwin Committee

(one vacancy for a six-year term)

Purpose: To select the recipients of the biennial Baldwin Fellowship.

Composition: A chair and three members appointed by the Council.

Term: Six years, rotating.

Members:

John Ott (2024), Portland State Univ.
Anne Lester (2026), The Johns Hopkins Univ.
Katherine Kong (2028), Independent Scholar

Past members:

Sara McDougall (2022), John Jay College of Criminal Justice, CUNY
Gabrielle Spiegel (2020), The John Hopkins University
Richard Barton (2018), University of North Carolina, Greensboro
Adam Davis (2016), Denison University
Constance Bouchard (2014), University of Akron, Chair
Barbara Rosenwein (2012), Loyola University Chicago
John Baldwin (2010), Johns Hopkins University

The Baldwin Fellowship provides a grant of $20,000 to support a graduate student in a North American university who is researching and writing a significant dissertation for the Ph.D. on any subject in French medieval history that can be realized only by sustained research in the archives and libraries of France. The fellowship helps defray research and living expenses for the equivalent of an academic year of study. It may be renewed for a second year upon demonstration of satisfactory progress. Because of the renewable nature of the fellowship, applications are solicited on a biannual basis. The fellowship recipient must devote full time to the dissertation project and may not hold any job or teaching position or work on another project during the term of the fellowship. Applicants must be members of the Medieval Academy. The application deadline is 15 November.
The Birgit Baldwin Fellowship in French Medieval History was established in 2004 by John W. Baldwin and Jenny Jochens in memory of their daughter Birgit. It is endowed through the generosity of her family. The fellowship provides a grant of $20,000 to support a graduate student in a department of history in a North American university who is researching and writing a significant dissertation for the Ph.D. on any subject in French medieval history that can be realized only by sustained research in the archives and libraries of France.

The fellowship helps defray research and living expenses for the equivalent of an academic year of study. It may be renewed for a second year upon demonstration of satisfactory progress. Because of the renewable nature of the fellowship, applications will be solicited on a biannual basis beginning 2004.

The fellowship recipient must devote full time to the dissertation project and may not hold any job or teaching position or work on another project during the term of the fellowship. Applicants must be members of the Medieval Academy. (Source: Academy website http://www.medievalacademy.org/grants/gradstudent_grants_baldwin.htm and agreement with John Baldwin.)

**Guidelines**

**PROCEDURES**

Applications to the fellowship program will consist of a two-page application form, a copy of the applicant’s dissertation proposal, and two letters of recommendation, one from the applicant’s dissertation director and one from a second graduate professor. Four copies of the application form are required. Letters of recommendation should be submitted with the application in sealed and signed envelopes or sent directly to the Academy office.

Applications must reach the Academy office by 15 October. Academy staff will:

- Check that the applicant is an Academy member and has paid dues for the current year;
- Check that the applicant is a graduate student in a department of history in a North American university;
- Check that the application is complete and does not include additional materials; and
- Create a list of applicants organized alphabetically.

The Executive Director will determine that applications focus on medieval France and will declare those not on France to be ineligible. Academy staff will then:

- Send letters acknowledging receipt and informing those who are not eligible;
- Make copies of the letters of recommendation and attach to all copies of the application; and
- Mail the applications to the three members of the fellowship selection committee, along with a list of applicants organized alphabetically.

Each member of the committee will evaluate all applications and send a brief written evaluation of each application to the Executive Director.

The evaluations should highlight the strengths and weaknesses of each application in terms of the program’s criteria but should not rate or rank any application.

The Executive Director will organize these written evaluations by applicant, share these with the entire committee, and invite full e-mail discussion of each application.

After full discussion of each application, the Executive Director will ask each committee member to rank three semifinalists and to write a further brief statement that explains the rationale for the rankings based on previous discussions.

The Executive Director will organize these materials and share them with the committee for a final e-mail discussion, with the goal of reaching committee consensus regarding the three finalists.

If consensus is not reached, the Executive Director will call for a vote to determine three finalists by December 1. In all cases of voting all eligible candidates must be assigned a numerical ranking.

The vote will establish a rank order for the three finalists.

The Executive Director will offer the fellowship to the first ranked finalist. If the fellowship is accepted, the second ranked finalist will be named as an alternate to receive the fellowship in the second year if the first finalist does not accept the fellowship.
make satisfactory progress in the first year of the fellowship or does not require a second year of support. If the first finalist is unable to accept the offer, the Executive Director will offer the fellowship to the second ranked finalist. If that finalist accepts, the third ranked finalist will be named as an alternate.

The Executive Director will request that the fellow submit a progress report nine months after the beginning of the fellowship tenure. At that time, the fellow may request continuation of the fellowship for a second year, if necessary. The progress report will be circulated to the committee for its evaluation to determine whether or not the second year fellowship will be granted.

EVALUATION CRITERIA
The Baldwin Fellowship Selection Committee agrees that the quality of an application is the most important criterion in awarding a grant.

Applications will be evaluated using the following criteria:

1. The applicant’s preparation, skills, and need to work in the archives and libraries of France, his or her awareness of the sources, and the feasibility of accomplishing the project’s objectives.

2. The originality of the dissertation project, the clarity of its methodology, and the significance of the subject to be studied for understanding French medieval history.

3. The cogency of the writing and organization of the dissertation proposal.

4. The letters of recommendation from the dissertation director and graduate professor regarding the excellence of the project and the applicant's preparation to complete the project.

OTHER CONSIDERATIONS
The selection committee strongly supports using the quality of an application as the basis for selecting awardees, but it brings the following additional considerations to the attention of future committee members:

- The committee may consider evidence regarding the applicant’s knowledge of Latin and French.

- The committee may wish to give preference to applicants who are specific about the archives in which they wish to study but who haven’t had the opportunity to work extensively in those archives.

- Committee members may consider other sources of income in distinguishing between candidates whose applications are otherwise comparable.

GRANT AGREEMENT FORM
Applicants who are offered the Baldwin Fellowship will be sent a grant agreement form in which the grantee agrees to the following conditions:

The funding will be spent only to support full-time research in France and only for the dissertation.

The grantee will not hold any job or teaching position during the term of the fellowship.

The grantee will return any unspent funds from the grant to the Medieval Academy.

The grantee will begin tenure of the fellowship no later than nine months after its award.

The grantee will submit a progress report nine months after the beginning of the fellowship tenure; the report should describe the progress of research during the fellowship period, detailing the dates and places in which research was conducted in France.

If the grantee requires a second year of fellowship support, a request for such support must accompany the progress report. The request should describe how the second-year fellowship will be used to support further research in France.

The grantee will credit the Medieval Academy’s Birgit Baldwin Fellowship program in the front matter of the dissertation and in any publication resulting from research conducted with the support of the fellowship.
The grantee will be required to provide a social security number before payment is made. Payment of funds will be made in the calendar year in which the fellowship is awarded.

(Guidelines adopted for first competition, 1 November 2004, amended 1 December 2004; amended for second competition, 8 September 2005.)

**D. John Nicholas Brown Prize Committee**

(one vacancy for a three-year term)

Purpose: To select the recipient of the John Nicholas Brown Prize.

Composition: A chair and two members appointed by the Council.

Term: Three years, rotating.*

Members:

Asa Mittman (2024), California State Univ., Chico
Michelle Hamilton (2026), University of Minnesota
Katherine Kong (2028), Independent Scholar

Past members:

Brian Catlos (2022), Univ. of Colorado, Boulder, Chair
Gail Gibson, Davidson College 2021
Barbara Haggh-Huglo, Univ. of Maryland, College Park 2020
Chris Baswell, Barnard College 2019
David Nirenberg, Univ. of Chicago 2018
Meredith Lillich, Syracuse Univ. 2017
Barbara Shailor, Yale Univ. 2016
Steven F. Kruger, Queens College and CUNY Graduate Center 2015
Paolo Squatriti, Univ. of Michigan 2014
Sara Lipton, State Univ. of New York, Stony Brook 2013
Robert Nelson, Yale Univ., Chair 2012
Susan Noakes, Univ. of Minnesota 2009-2012
Katherine Tachau, Univ. of Iowa 2008-2011
Margot Fassler, Yale Univ. 2007-2010
Robert Babcock (Yale Univ.) 2006-2009

The John Nicholas Brown Prize, established by the Medieval Academy of America in 1978, is awarded annually for a first book or monograph on a medieval subject judged by the selection committee to be of outstanding quality. To be eligible, the author must be resident in North America.

John Nicholas Brown was one of the founders of the Medieval Academy and for fifty years served as its Treasurer. The prize established in his name consists of a certificate and a monetary award of $1,000. It is announced at the annual meeting of the academy each spring.
Guidelines
While the process of adjudication is guided by the Chair, the deliberations should conform to the following general guidelines, which are meant to ensure transparency and fairness:
1. All committee members should disclose, at the beginning of their deliberations, any personal or professional relationship to the author of a submitted publication which might be perceived as a conflict of interest. It is not expected that the Committee member with a potential conflict of interest would resign from the deliberations, but such disclosure is necessary to ensure transparency in the process of adjudication.
2. There should be discussion (by email, phone, or in person) before a formal vote is taken and recorded, with the majority ruling. It is not necessary to reach a unanimous decision.
3. The Chair should write the award citation and submit it for approval by the Committee well in advance of the Annual Meeting, per instructions given by the Executive Director.
4. All deliberations, ballots, and correspondence must remain confidential at all times.
(General publication prize adjudication guidelines revised September 2016)

ELIGIBILITY
To be eligible, authors must be resident in North America. The year of eligibility is determined by publication date. Books are eligible to be submitted in the third year after the publication date that appears in the book. A first book or monograph's eligibility is determined by the publication date. Books are eligible to be submitted in the third year after the publication date that appears in the book. For example, books bearing a publication date of 2009 were submitted in 2012 for the prize given in 2013. The author must be a resident of North America.

SUBMISSION INSTRUCTIONS
Responsibility for submitting a book rests with the author. Three copies of the book must be sent to the Academy office by 15 October of the appropriate year. A PDF dossier of at least three reviews must be sent by email to the Executive Director. The author shall send an email message or PDF attachment indicating that the book is his or her first published book in the medieval field. Submissions must reach the Academy's office no later than 15 October. Address submissions to:

John Nicholas Brown Prize Committee
Medieval Academy of America
6 Beacon St., Suite 500
Boston, MA  02106
Phone: 617-491-1622
Fax: 617-492-3303

SELECTION COMMITTEE PROCEDURES
The selection committee is appointed by the Council. The committee consists of three members representing three disciplines of medieval studies. Each member serves a three-year term. The terms are staggered, so that one new member is appointed each year. The committee is chaired by the senior member.

Submissions are checked for eligibility by the Executive Director, but the committee has final responsibility for determining eligibility.

The committee selects the book that is judged to be of the highest quality of those books under consideration. The committee is therefore urged to select only one book for the prize. However, if two books are considered to be of equal merit and the committee is unable to choose between them, the committee may choose to make a joint award to the two authors. In that case, the authors divide the amount of the monetary award.

The committee may choose not to award the prize in a given year if it judges that none of the submissions is of outstanding quality.
In accordance with a timeline determined by the Executive Director, the chair reports the committee’s choice to the Executive Director, accompanied by a written citation of not more than one page.

**ANNOUNCEMENT OF THE AWARD**
The award is announced and a presentation is made to the winner at the meeting of the corporation of the Academy (i.e., at the annual meeting). The committee chair (or another member of the committee) is asked to read the citation and present the award at the annual meeting.

**History**

The Council of the Medieval Academy voted in 1978 to establish the John Nicholas Brown Prize in honor of one of the Academy’s founders, who for fifty years served as its Treasurer.

The prize is awarded annually to the author of a first book or monograph on a medieval subject that is judged by the selection committee to be of outstanding quality.

The prize consists of $1,000 and a certificate. A citation prepared by the selection committee is published in the July issue of *Speculum*.

**E. Constable Committee**

(1 vacancy, three-year term)

Purpose: To select the annual recipients of the Olivia Remie Constable Awards.

Composition: A chair and two members appointed by the Council.

Term: Three years, rotating.

Current Members:

Emily Francomano (2023), Georgetown Univ.
Boyda Johnstone (2024), Borough of Manhattan Community College
David Wacks (2025), Univ. of Oregon

Past members:

Nuria Silleras-Fernández (2022), Univ. of Colorado – Boulder
Travis Bruch (2021), McGill Univ.
Sarah Davis-Secord (2020), Univ. of New Mexico, Chair
Kavita Mudan Finn (2019), Independent Scholar
Theresa Vann (2018), College of Saint Benedict/Saint John's Univ.
Teo Ruiz (2017), Univ. of California, Los Angeles
Susan Kramer (2016), Independent Scholar

Four Olivia Remie Constable Awards will be granted annually, each to an emerging junior faculty member, adjunct or unaffiliated scholar (broadly understood: post-doctoral, pre-tenure) for research and travel. This award is meant to reflect the high standards of Remie’s scholarship, but is not limited to her own specialty in the economic history of Arabic Spain, as suggested by her publications, but her broader interdisciplinary interests in Medieval Studies (as exemplified by her teaching, her leadership, and her service to the discipline).
The award may be used to fund travel to archives or scholarly conferences; for acquiring copies of documents; to pay for images, equipment, hardware, software, or digital access; and/or to purchase library privileges if necessary. The Olivia Remie Constable Awards will be granted on the basis of the quality of applicants’ proposed projects and estimations of the ways in which an award will facilitate their research. Preference will go to scholars and teachers who have no or limited institutional support.

The deadline for applications is 15 February. The application will consist of a biographical form, CV, a proposal of no more than one page, and a simple budget if appropriate. Supplementary material and letters of recommendation are optional. So as not to burden the applicant, it is perfectly appropriate to include material and letters prepared for other grant applications. Applicants must be members in good standing of the Medieval Academy as of 15 January of the year in which they apply.

**F. Digital Humanities and Multimedia Studies Committee**

(1 vacancy, three-year term)

**Purpose:**

1) Conduct an annual audit of MDR sites to ensure functionality and to record updates in functionality and personnel;

2) conduct preliminary vetting of sites under consideration for inclusion in MDR;

3) Conduct an annual audit of the MAA Best Practices for Digital Humanities and Multimedia Studies;

4) Advocate for Digital Humanities and Multimedia Studies throughout Medieval Academy of America programming.

Composition: A chair (who is in his/her last year on the committee) and two other members. The *Speculum* DHMS Review Editor sits on the Committee ex officio.

Term: Three years, rotating, with the senior member serving as Chair.

Members:

Lynn Ramey (2024), Vanderbilt Univ.
Elisabeth Lastra (2023), Univ. of Hong Kong
Rowan Dorin (2025), Stanford Univ.
Peter Stokes, Kings College London, ex officio

Past members:Austin Mason (2022), Carleton College
Laura Morreale, Independent Scholar (2021)
Dot Porter, Univ. of Pennsylvania (2020)
Elaine Treharne, Stanford Univ. (2019)
James Ginther, Univ. of Toronto (2018)

**G. Digital Humanities and Multimedia Studies Prize Committee**

(1 vacancy, three-year term)
Purpose: To select the recipient/s of the Academy’s Digital Humanities and Multimedia Studies Prize

Composition: A Chair and two members, serving three-year terms in rotation, with the senior member serving as Chair.

Members:
Dan O'Donnell (2023), Univ. of Lethbridge
Jesse Hurlbut (2024), Independent Scholar
Anna Siebach-Larsen (2025), Libraries, Univ. of Rochester

Past members:
James Ginther (2022), Univ. of St. Michael's College, Univ. of Toronto
Lisa Reilly (2021), Univ. of Virginia
Kathryne Beebe, Univ. of Texas at Arlington (2020)
Jelena Bogdanovic, Iowa State Univ., (2019)
Timothy Stinson, North Carolina State Univ. (2018)

H. Van Courtlandt Elliott Prize Committee

(1 vacancy, three-year term)

Purpose: To select the recipient of the Van Courtlandt Elliott Prize.

Composition: A chair and two members appointed by the Council.

Term: Three years, rotating.

Members:
Joelle Rollo-Koster (2023), Univ. of Rhode Island
Seeta Chaganti (2024), Univ. of California, Davis
David Shyovitz (2025), Northwestern Univ.

Past members:
Rachel Koopmans (2022), York Univ.
Irina Dumitrescu (2021), Rheinische Friedrich-Wilhelms- Universität Bonn
Daniel Hobbins (2020), Univ. of Notre Dame, Chair
Robert Meyer-Lee (2019), Agnes Scott College
Amy Remensnyder (2018), Brown Univ.
David Hult (2017), Univ. of California, Berkeley
Tim William Machan (Univ. of Notre Dame)
Dale Kinney (Bryn Mawr)
Joel Kaye (Barnard College)
Deborah McGrady (Univ. of Virginia) Deborah Deliyannis (Indiana Univ.)
Jeffrey Bowman (Kenyon College)
Maura Nolan (Univ. of California, Berkeley)
**Description**
The Van Courtlandt Elliott Prize, named for the Executive Secretary of the Academy and Editor of *Speculum* from 1965 to 1970, is awarded annually for a first article in the field of medieval studies judged to be of outstanding quality. It consists of a certificate and a monetary award of $500 and is announced at the annual meeting of the academy each spring. To be eligible, the author of any prize submission must be resident in North America and the article itself published in the year prior to the year when it is submitted for consideration: for example, articles in journals or books published in 2010, according to the year of publication on the copyright page (if different from the year of issue) were submitted in 2011 for the prize given in 2012. In cases where the issue and publication date are problematic, consultation with the Executive Director is advised. Articles must be at least five pages in length and by a single author. It can be published in a journal, collection of essays, or conference proceedings.

**Guidelines**

While the process of adjudication is guided by the Chair, the deliberations should conform to the following general guidelines, which are meant to ensure transparency and fairness:

1. All committee members should disclose, at the beginning of their deliberations, any personal or professional relationship to the author of a submitted publication which might be perceived as a conflict of interest. It is not expected that the Committee member with a potential conflict of interest would resign from the deliberations, but such disclosure is necessary to ensure transparency in the process of adjudication.
2. There should be discussion (by email, phone, or in person) before a formal vote is taken and recorded, with the majority ruling. It is not necessary to reach a unanimous decision.
3. The Chair should write the award citation and submit it for approval by the Committee well in advance of the Annual Meeting, per instructions given by the Executive Director.
4. All deliberations, ballots, and correspondence must remain confidential at all times.

*(General publication prize adjudication guidelines revised September 2016)*

**SUBMISSIONS**

Responsibility for submitting articles rests with the author. A PDF of the article must be submitted by email to the Executive Director by 15 October of the appropriate year. The author shall also send an email message or PDF attachment indicating that the article is the author’s first published article in the medieval field. It is the author’s responsibility to include in this letter information about any other of his or her publications that might raise a question about the eligibility of the submitted article. Submissions must reach the Academy's office no later than 15 October.

**ELIGIBILITY**

To be eligible, authors must have their permanent residence in North America. The eligibility of the article is determined by the publication year that appears in the journal or book where the article was published. Articles shall be submitted in the year following the publication year. For example, articles bearing a publication date of 2010 were submitted in 2011 for the prize given in 2012. An author who publishes more than one eligible article in the same year may submit the article of his or her choice.

Articles less than five pages in length, articles containing very little material relating to the medieval period, and articles by more than one author are ineligible.

**COMMITTEE PROCEDURES**

The selection committee is appointed by the Council. By custom the committee consists of three members, who serve three-year terms. The terms are staggered, so that one new member is appointed each year. The committee is chaired by the senior member.

The Elliott Prize Committee judges submissions for the Elliott Prize (see below), with the most senior member of the committee appointed as its chair. The chair establishes the procedures used by the committee to reach a decision in a timely manner. *(The deadline established by the Executive Director is calibrated to allow sufficient time for notifying the winner prior to the annual meeting, usually about six weeks in advance.)*
Once a decision is reached, but no later than the deadline given by the Executive Director, the chair composes a citation in consultation with the committee and sends it, along with the committee's decision, to the Executive Director. Whenever possible, the chair also attends the annual business meeting to read the citation and present the award. If s/he cannot attend, another member of the committee may be delegated to read the citation. All award citations are then published in *Speculum*.

Submissions are checked for eligibility by the Executive Director, but the final responsibility for determining eligibility rests with the committee.

The committee selects the article that is judged to be of the highest quality of those under consideration. The committee is therefore urged to select only one article for the prize. However, if two articles are considered to be of equal merit and the committee is unable to choose between them, the committee may choose to make a joint award to the two authors. In that case, the authors divide the amount of the monetary award.

The committee may choose not to award the prize if it judges that none of the submissions is of outstanding quality.

**ANNOUNCEMENT OF THE AWARD**

The award is announced and a presentation is made to the winner at the meeting of the corporation of the Academy (i.e., at the annual meeting). The committee chair (or another member of the committee) is asked to read the citation and present the award at the annual meeting.

**History**

The Council of the Medieval Academy in 1971 established the Van Courtlandt Elliott Prize, in honor of the Executive Secretary of the Academy and Editor of *Speculum* from 1965 to 1970. The prize was awarded for the first time in 1972. An endowment for the prize was provided in 1997 by a bequest from the estate of Kathleen O. Elliott, widow of Van Courtlandt Elliott.

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**I. Karen Gould Prize Committee**

(1 vacancy, three-year term)

**Purpose:** To select the recipient of the Karen Gould Prize in Art History

**Composition:** A chair (who is in his/her last year on the committee) and two other members. Exactly two of the members in any given year must be art historians.

**Term:** Three years, rotating, with the senior member serving as Chair.

**Current Members:**

Brigitte Buettner (2023), Smith College
Christina Maranci (2024), Tufts Univ.
Richard Leson (2025), Univ. of Wisconsin – Milwaukee

**Past members:**

Erik Thuno (2022), Rutgers Univ.
Leslie Knox (2021), Marquette Univ
Cynthia Hahn, Hunter College (2020)
Anne R. Stanton, Univ. of Missouri (2019)
J. Monica H. Green Prize Committee

(three openings for staggered terms of one-, two-, and three years)

Purpose: to select the winner of the Monica H. Green Prize

Term: three years, rotating

NOTE: The sub-committee should appoint three members in 2022, one of whom will serve one year (until 2023), one of whom will serve two years (until 2024), and one of whom will serve three years (until 2025).

Current Members:

Ruma Salhi (2023), Northern Virginia Community College, Chair
Kathryn Starkey (2024), Stanford University
Felice Lifshitz (2025, University of Alberta)

Guidelines:

The Monica H. Green Prize will be awarded annually for a distinguished project that shows the value of medieval studies in our present day. The Prize brings with it an award of $1,000.

This Prize was established in 2021 to honor Monica H. Green and is supported by a fund of the same name. Dr. Green’s body of scholarship and public advocacy makes a large and innovative contribution to our awareness and understanding of pandemics, their vectors and their historiography, topics of increasing urgency in the wake of the COVID-19 pandemic of 2020. Her work towards a global history of health reframes the public discussion of epidemics and pandemics: it is relevant to biomedical researchers, molecular biologists, population geneticists, and policymakers as well as to historians and medievalists from all fields. Green’s collaborative approach to scholarship serves as a model for others to follow, engaging with geneticists, archaeologists, paleobiologists, and others forging connections between modernity and the Middle Ages both in the public and scholarly spheres. The Monica H. Green Prize will honor scholarship and public engagement that demonstrates the importance of studying the past to understand the present.

The eligibility criteria are as follows:

(a) MAA membership

(b) Research involving original work with primary sources from the medieval period (including not only texts but also artifacts of material and visual culture), knowledge of which emerges in the research as vital in the present time. The award seeks to highlight the specific contribution medievalist expertise in scholarship can make to almost any field of modern thought and knowledge.

(c) Research that is solidly grounded within one or more historical disciplines of medieval studies (philology, paleography and codicology, art history, letters and diplomatic, archaeology, religious, social, cultural and political history). The informed integration of such disciplines with other disciplines (e.g. STEM subjects, as in, for instance, the use of sheep genetics and osteology applied to dating parchment, or of odontology in the history of early immigration, etc.) is very welcome, though not a precondition.

(d) The delivery of the research may of course embrace the digital and non-traditional media that are now so valuable in scholarship, but it should be noted that this is an award for distinguished research that directly addresses the medieval period.
PIs and authors may self-nominate or be nominated by others. Nomination dossiers should include: a complete bibliographic citation of the work itself, whether published in print or online; an explanation of how the work fulfills the eligibility criteria; and the author's Curriculum Vitae. Self-nomination letters should include the names of three referees familiar with the work and its impact. The annual deadline for Green Prize nominations is October 15.

K. Haskins Medal Committee

(one vacancy, three-year term)

Purpose: To select the recipient of the Haskins Medal.

Composition: A chair and two members appointed by the Council.

Term: Three years, rotating.

Members:

Anne D. Hedeman (2023), Univ. of Kansas
Suzanne Conklin Akbari (2024), Institute for Advanced Study
William Caferro (2025), Vanderbilt Univ.

Past members (recent):

Michael Bailey (2022), Iowa State Univ.
Ruth Evans (2021), St. Louis Univ.
Alastair Minnis (2020), Emeritus, Yale Univ.
Jocelyn Wogan-Browne (2019), Fordham Univ.
Richard Kaeuper (2018), Univ. of Rochester
Annemarie Weyl Carr (2017), Emerita, Southern Methodist Univ.
Robert E. Bjork (2016), Arizona State Univ.
Kathryn Ann Smith (2015), New York Univ.
Dyan Elliott (2014), Northwestern Univ.
Jennifer Summit (2013), Stanford Univ.

Description

The Haskins Medal is awarded annually by the Medieval Academy of America for a distinguished book in the field of medieval studies. First presented in 1940, the award honors Charles Homer Haskins, the noted medieval historian, who was a founder of the Medieval Academy and its second President. The award is announced at the annual meeting of the Academy each spring. The medal was designed in 1939 by Graham Carey, and the name of the recipient and the year of the award are engraved on the edge.

(Source: Haskins Medal Regulations, a series of Council actions, beginning in 1938. Regulations governing the award revised November 2011.)

Guidelines

While the process of adjudication is guided by the Chair, the deliberations should conform to the following general guidelines, which are meant to ensure transparency and fairness:

1. All committee members should disclose, at the beginning of their deliberations, any personal or professional relationship to the author of a submitted publication which might be perceived as a conflict of interest. It is not
expected that the Committee member with a potential conflict of interest would resign from the deliberations, but such disclosure is necessary to ensure transparency in the process of adjudication.

2. There should be discussion (by email, phone, or in person) before a formal vote is taken and recorded, with the majority ruling. It is not necessary to reach a unanimous decision.

3. The Chair should write the award citation and submit it for approval by the Committee well in advance of the Annual Meeting, per instructions given by the Executive Director.

4. All deliberations, ballots, and correspondence must remain confidential at all times.

(General publication prize adjudication guidelines revised September 2016)

ELIGIBILITY
The period of eligibility is defined by the publication date printed in the book, which must be two–six years prior to the date of the award. For example, books bearing the publication dates 2002–2006 were eligible for the prize given in 2008. Books remain eligible for the Haskins Medal for five years. The professional residence of the author must be in North America.

SUBMISSION INSTRUCTIONS
Authors or publishers may submit books for consideration. Three copies of the book should be sent to the Academy office. At least five reviews must be submitted as PDFs by email addressed to the Executive Director. Address submissions to:

Haskins Medal Committee
Medieval Academy of America
6 Beacon St., Suite 500
Boston, MA 02106
U.S.A.
Phone: 617-491-1622
Fax: 617-492-3303

SELECTION COMMITTEE PROCEDURES
The Haskins Medal Committee judges submissions for the Haskins Medal (see below), with the most senior member of the committee appointed as its chair. The chair establishes the procedures used by the committee to reach a decision in accordance with a deadline set by the Executive Director relative to the date of the Annual Meeting. (The deadline established by the Executive Directors is calibrated to allow sufficient time for notifying the winner prior to the annual meeting, usually about six weeks in advance.) Occasionally, the committee has determined that two books are prize-worthy, in which case the monetary award is split between the two winning authors.

Once a decision is reached, the chair composes a citation in consultation with the committee and sends it, along with the committee's decision, to the Executive Director(s). Whenever possible, the chair also attends the annual business meeting to read the citation and present the award. If s/he cannot attend, another member of the committee may be delegated to read the citation. All award citations are then published in Speculum.

REGULATIONS
The medal shall be offered annually for a distinguished book in the field of medieval studies, written by an author whose professional residence is in North America.

Books remain eligible for five years. The period of eligibility is defined by the publication date printed in the book, which must be two–six years prior to the date of the award. For example, books bearing the publication dates 2007–2011 are eligible for the prize to be given in 2013. Questions about eligibility should be referred to the Executive Director.

Announcements of the competition will note that copies of major reviews should be submitted along with the book and that it may be advisable to delay submission until such reviews have appeared.

Books may be submitted by the author or by the publisher. Books that have not been submitted may also be considered by the selection committee.

The award shall be made by a committee of three, appointed by the President of the Academy in consultation with the President of the Fellows. The appointment shall be for three years, one new member being appointed each year.
Not more than two members of the committee shall be Fellows. The senior member of the committee shall be the chair.

The award shall be presented at the annual meeting of the corporation in the spring. The selection committee may at its discretion omit an award if it judges that no work is worthy.

ANNOUNCEMENT OF THE COMPETITION

The competition shall be announced annually in a Fall issue of Medieval Academy News and on the Medieval Academy website. The announcement will describe the eligibility requirements; request the submission by 15 October of three copies of a book, by the author or the publisher; and specify that at least five reviews of the submitted book must be submitted as PDFs by email addressed to the Executive Director.

ANNOUNCEMENT OF THE AWARD

The award is announced and a presentation is made to the winner at the meeting of the corporation of the Academy (i.e., at the annual meeting). The committee chair (or another member of the committee) is asked to read the citation and present the award at the annual meeting.

SELECTION PROCEDURES

After the 15 October deadline the Executive Director sends the submitted books to the members of the committee. By email, the Executive Director sends submitted reviews, lists of previous winners of the medal, and of books submitted in recent years along with their review dossiers.

The committee chair is responsible for running the selection process, communicating directly with the members of the committee. The first step should be a preliminary review of the submissions, the purpose of which is to determine whether the committee wishes to add other books to the list. If so, the chair may ask the Executive Director to request copies of the books from the publishers. To save time, members of the committee may be asked instead to use library copies.

When the list of candidates is complete, the committee reads all the books submitted during the year’s competition and the reviews thereof. They should also consider the list of eligible books submitted in earlier competitions and should notify the chair if they think a book submitted earlier should be read by the entire committee. Committee members are encouraged to keep reviews of all books submitted, in case they need to be consulted in a future competition.

The Chair conducts deliberations in accordance with the general adjudication guidelines listed above, reporting the committee’s choice to the Executive Director in accordance with the assigned deadline. The decision should be accompanied by a written citation of not more than one page.

The committee chair (or another member of the committee) is asked to read the citation and present the medal at the annual meeting in the spring. The recipient is invited to be present to receive the award in person.

CONSIDERATIONS

The Haskins Medal is the Academy’s most prestigious award. It is usually granted to relatively senior scholars for work of their maturity. Seniority is not an absolute requirement, but the award seems especially worthy if it recognizes both a distinguished book and a fruitful career.

Scholarly distinction is the essential criterion—distinction referring both to the quality of the research and writing and to the importance of the contribution made by the book. The work may be specialized or general in nature, but in either case it should be a major contribution to scholarship. Works whose importance transcends the boundaries of a particular discipline are especially worthy of consideration.

A good guide to the kind of work that should receive the award is the tradition established by previous recipients.

Books in any field of medieval studies and of any kind—monographs, editions, and scholarly research tools—are eligible. The medal is usually awarded to a single scholar. Joint authors are eligible, as long as they have produced a single, unified work. Collections of separate contributions by several authors are not eligible. The medal is not awarded for more than one work in any given year. If the committee considers two books to be of equal merit, it
should award the medal to the book with the earliest publication date and recommend that the other book be given strong consideration in the following year.

History
The Council voted on 29 April 1938 to establish a memorial to Charles Homer Haskins. The particulars were left to the Executive Committee, which on 19 January 1939 approved the awarding of an annual prize, to be called the Haskins Medal: “The Mediaeval Academy of America establishes a medal, to be known as ‘The Haskins Medal of the Mediaeval Academy of America,’ in honor of the late Charles Homer Haskins, one of the founders of the Academy and its second President.” The Executive Committee at the same time defined the conditions of the award. The Haskins Medal was awarded for the first time in 1940.

The original conditions have been revised several times by the Council, which has the authority to approve changes in or exceptions to the regulations.

The award consists of a gold medal, struck from the original dies designed by Graham Carey in 1939. The name of the recipient and the date are engraved on the edge. A written citation is read at the presentation and printed in the July issue of Speculum. There is no monetary award.

L. Inclusivity and Diversity Committee

(one vacancy, three-year term)

Purpose:

1) To advocate for the advancement of inclusivity and diversity in the Medieval Academy of America and within the field of medieval studies by encouraging more representation of medievalists from underrepresented groups;

2) to oversee an Inclusivity and Diversity mentorship program to complement the existing mentorship program for students run by the Graduate Student Committee;

3) to work with the relevant Annual Meeting Program Committee each year to organize and implement workshops and/or roundtables to facilitate discussions on inclusivity and diversity at the Annual Meeting. The Committee will engage our field’s challenges with issues related to inclusivity and diversity including, but not limited to, race, class, disability, gender, religion, and sexuality.

Composition:

Three members approved by Council (the Council is instructed to appoint a diverse group of members to the Committee).

Term:

Three years serving in rotation, with the senior member serving as Chair.

Current members:

Joseph Salvatore Ackley (2023), Wesleyan University
Nahir Otaño-Gracia (2024), Univ. of New Mexico
Heidi Estes (2025), Monmouth Univ.

Past members:
M. Inclusivity and Diversity Prize Committee

(one vacancy, three-year term)

Purpose: To adjudicate the annual Belle Da Costa Greene Award, the Article Prize in Critical Race Studies, the Inclusivity and Diversity Travel Grant, and the Inclusivity and Diversity Research Grant.

Composition:

Three members approved by the Council.

Term:

Three years serving in rotation, with the senior member serving as Chair.

Current members:

Benjamin Saltzman, Univ. of Chicago (2023)
Geraldine Heng, Univ. of Texas, Austin (2024)
Wan-Chuan Kao, Washing and Lee Univ. (2025)

Past members:

Roland Betancourt (2022), UC Irvine
Nahir Otaño Gracia, Beloit College (2021)
Cord Whitaker, Wellesley College (2020)
Monica Green, University of Arizona (2019)

Established by the Council of the Medieval Academy of America on 1 March 2018.

The Belle Da Costa Greene Award

Belle Da Costa Greene (1883-1950) was a prominent art historian and the first manuscript librarian of the Pierpont Morgan collection. She was also the first known person of color and second woman to be elected a Fellow of the Medieval Academy of America (1939). According to the Morgan Library & Museum website, "Greene was barely twenty when Morgan hired her, yet her intelligence, passion, and self-confidence eclipsed her relative inexperience, [and] she managed to help build one of America's greatest private libraries." She was, just as importantly, a black woman who had to pass as white in order to gain entrance and acceptance into the racially fraught professional landscape of early twentieth-century New York. Her legacy highlights the professional difficulties faced by medievalists of color, the personal sacrifices they make in order to belong to the field, and their extraordinary contributions to Medieval Studies.

The Belle Da Costa Greene Award will be granted annually to a medievalist of color for research and
travel. The award may be used to visit archives, attend conferences, or to facilitate writing and research for a large-scale project. The award will be granted on the basis of the quality of the proposed project, the applicants budgetary needs (as expressed by a submitted budget and in the project narrative), and the estimation of the ways in which the award will facilitate the applicant’s research and contribute to the field. Special consideration will be given to graduate students, emerging junior scholars, adjunct, and unaffiliated scholars. To make a donation in support of this Award, click here: http://www.medievalacademy.org/donations/fund.asp?id=16866

The deadline for applications is February 15. The application will consist of a biographical form, CV, a one-page proposal, and a simple budget. Applicants must be members in good standing of the Medieval Academy of America.

The Inclusivity and Diversity Travel Grant
The Inclusivity and Diversity Travel Grant will be granted annually to a medievalist presenting an accepted paper at any session of the MAA Annual Meeting on the study of diversity and inclusivity in the middle ages, broadly conceived. Preference will be given to graduate students, emerging junior scholars, adjunct, and unaffiliated scholars.

The deadline for applications is December 31st. The application will consist of a biographical form, CV, a one page proposal, and the essay. Applicants must be members in good standing of the Medieval Academy of America.

N. K-12 Committee
(two vacancies, three-year term)

Purpose: 1) To organize and implement programming for K-12 educators at the Annual Meeting each year, in consultation with the relevant Annual Meeting Program Committee; 2) to advocate at the city, state, and/or federal level for improved curricular representation and standards for medieval studies.

Composition: Six members approved by Council (at least one of whom should a K-12 educator); the TEAMS President; and the CARA Chair.

Term: Three years for at-large members, in rotating classes of two. In their third year, the senior at-large members serve as Co-Chairs. The TEAMS President and the CARA Chair should serve on this committee for the duration of their terms at TEAMS and CARA respectively.

Current Members
Elizabeth Keohane-Burbridge (2023), Woodward Academy
Courtney Luckhardt (2023), Univ. of Southern Mississippi
Sara McDougall (2024), John Jay College of Criminal Justice, CUNY Graduate Center
Jon Quick (2024), Nueva School
Lauren Mancia (2025), Brooklyn College
Scott Bruce (2025), Fordham Univ.

Ex officio:
Gale Sigal (President, TEAMS)
Sean Gilsdorf (CARA chair)

Past Members:
Jessalynn Bird (2022), St. Mary's College, Notre Dame, IN
John Terry (2022), The Westminster Schools
David Perry (2021), Univ. of Minnesota
Melissa Ridley Elmes (2021), Lindenwood Univ.
Michael Burger (2020), Auburn Univ. Montgomery, Co-chair
Sarah Lynch (2020), Angelo State Univ., Co-chair
Kisha Tracy (2019), Fitchburg State Univ.
Stewart Thomsen (2019), Chair, Dept. of History, Roxbury Latin School, Boston
Anne McClanan (2018), Portland State Univ.
Kevin Shirley (2018), LaGrange College
Shennan Hutton (UC Davis)
Nancy Wu (Museum Educator, The Cloisters)

O. Kalamazoo Committee
(1 vacancy, three-year term)

Purpose: To identify and invite a scholar to be the Medieval Academy-sponsored plenary speaker, as well as organize Academy-sponsored sessions, for the annual conference of the International Congress on Medieval Studies in Kalamazoo.

Composition: Three members serving in rotation for a three-year term, with a new member appointed each year and the senior member serving as Chair.

Term:
Three years rotating

Timeline:
June 1: the new Committee member joins and the new Chair is seated. The Committee begins work on identifying and inviting a plenarist for the Congress taking place two years later. Once a plenarist has been invited and has accepted, the Committee works with the plenarist to assemble two associated sessions. The names and titles of lectures for the plenarist and the related sessions must be submitted to the Medieval Institute by the following May 31.

Current Members:
Jennifer Borland (2023), Oklahoma State Univ.
Carla María Thomas (2024), Florida Atlantic Univ.
Elan Pavlinich (2025), Wabash Univ.

Past members:
Nicole Lopez-Jantzen (2022), CUNY, Burrough of Manhattan Community College
Michael Ryan (2021), Univ. of New Mexico
Jamie Fumo (2019), Florida State Univ.
Alfred Andrea (2018), Univ. of Vermont
Monica Green (2017), Arizona State Univ.
Sara Lipton (State Univ. of New York at Stony Brook)
Katherine O’Brien O’Keeffe (Rutgers Univ.)
Stephen Lahey (Univ. of Nebraska)
Sharon Kinoshita (Univ. of California, Santa Cruz)
Samantha Kelly (Rutgers Univ.)
Diane Reilly (Indiana Univ.)
Thomas A. Losoney (Villanova Univ., Emeritus)

**P. Leeds Program Committee**

(1 vacancy, three-year term)

Purpose: To identify and invite a scholar to be the Medieval Academy-sponsored plenary speaker; and to organize
Academy-sponsored sessions, for the annual International Medieval Congress at the University of Leeds.

Composition: A class of four (chair and three other members appointed each year by the Council). Ideally, the
Committee would be comprised of members who are Corresponding Fellows or members living in Europe.

Term: Four years rotating, with the senior member serving as chair.

Members:

Xavier Dectot (2023), National Museums of Scotland
Emilia Di Rocco (2024), Università di Roma La Sapienza
Licia Butta (2025), Universitat Rovira i Virgili
Charles West (2026), Univ. of Sheffield

Past members:

Jitske Jasperse (2022), Humboldt Universität zu Berlin
Matthew Champion (2021), Birkbeck, Univ. of London
Sif Rikhardsdottir (2020), Univ. of Iceland, Chair
Paul Binski (2019), Cambridge Univ.
Danielle Jacquart (2018), Sorbonne
Helen Fulton (2017), Univ. of Bristol
Ian Woods (2016), Leeds Univ.

**Q. MAA Mentoring Programs Committee**

(9 vacancies, various terms)

Purpose: To recruit, train, and provide guidance to future mentors as well as to envision, initiate, organize, and run
an array of programs focused on first generation and BIPOC students and early career scholars.

Composition: The nine appointed members, including a chair, must all be members of the Medieval Academy and
the majority must be BIPOC scholars.
For the three-year term running from 2022 – 2025, the class of Mentoring Program Committee members should be:

1 senior medievalist (replacing McCannon)
1 graduate student (replacing Lombard)
1 Assistant Professor (replacing Keene)

Current members:

Elizabeth L. Hardman, Bronx Community College (2024)
Sierra Lomuto, Rowan Univ. (2024)
Ana C. Núñez, Stanford Univ. (2023)
Teo Ruiz, Univ. of California, Los Angeles (2023)
Jenny Tan, Univ. of Pennsylvania Press (2023)
Nancy Wu, The Cloisters, emerita (2024)
Katherine French, University of Michigan (2025)
Alani Hicks-Bartlett, Brown Univ. (2025)
Lauren Van Nest, Univ. of Virginia (2025)

Past members:

Afrodesia McCannon, NYU, Chair (2022)
Bryan C. Keene, Riverside City College (2022)
Jacqueline Lombard, Univ. of Pittsburgh (2022)

This committee was established by the Council in 2021

**R. Publications Advisory Board**

(1 vacancy, four-year term)

Purpose: To recommend readers for manuscripts submitted for publication by Medieval Academy Books, advise the Executive Director regarding the acceptance or rejection of book manuscripts, provide long-range planning for the book series and help attract submissions, evaluate applications to the Academy's book subvention program, and suggest improvements in the Academy's book publication program.

Composition: MAA Executive Director ex officio, and four members appointed by Council serving for four years in rotation, with the senior member serving as Chair.

Term:

Four years, rotating.

Current Members:

Cecily J. Hilsdale (2023), McGill Univ.
Michelle Warren (2024), Dartmouth College
S. Schallek Fellowship Committee

(one vacancy for four-year appointment)

Purpose

To select the winner of the Schallek Fellowship and five Schallek Awards in any relevant discipline dealing with late-medieval Britain (ca. 1350-1500) from submitted applications.

Composition

A chair and three members.

Term: Four years, rotating.

Current Members

Jay Rubenstein (2023), Univ. of Tennessee, Knoxville
Cristina Maria Cervone (2024), Univ. of Memphis
Melissa Ridley Elmes (2025), Lindenwood Univ.
Michael Burger (2026), Auburn Montgomery Univ.)Past Members

Steve Bednarski (2022), Univ. of Waterloo
Miriamne Krummel (2021), Univ. of Dayton
Claire Waters (2020), Univ. of California, Davis
Peter Larson (2019), Univ. of Central Florida
Chris Baswell (2018), Barnard Coll./Columbia Univ.
Cynthia Neville (2017), Dalhousie Univ.
Joyce Coleman (2016), University of Oklahoma,
Nancy Warren (2015), Texas A&M University
Joel Rosenthal (2014), SUNY Stony Brook
Leigh Ann Craig (2013), Virginia Commonwealth University
Karen Winstead (2012), Ohio State University
Ruth Mazo Karras (2009)
David Wallace (2009)
Sharon Michalove (2007)
Martha Driver (2007)

**Description**
The Schallek Fellowship provides a one-year grant of $30,000 to support Ph.D. dissertation research in any relevant discipline dealing with late-medieval Britain (ca. 1350-1500). The annual application deadline is 15 October.

The Schallek awards support graduate students conducting doctoral research in any relevant discipline dealing with late-medieval Britain (ca. 1350-1500). The $2,000 awards help defray research expenses such as the cost of travel to research collections and the cost of photographs, photocopies, microfilms, and other research materials. The cost of books or equipment (e.g., computers) is not included. The annual application deadline is 15 February.

Applicants must be citizens or permanent residents of the United States or Canada, as well as members of the Academy.

(Source: Academy website http://www.medievalacademy.org/grants/gradstudent_grants_schallek.htm and agreement with Richard III Society.)

**Current & Past Members**
Peter Larson (2019), Univ. of Central Florida
Chris Baswell (2018), Barnard College/Columbia University
Kathryn Kerby-Fulton (2017), Notre Dame University
Joyce Coleman (2016), University of Oklahoma
Nancy Warren (2015), Texas A&M University
Joel Rosenthal (2014), SUNY Stony Brook
Leigh Ann Craig (2013), Virginia Commonwealth University
Karen Winstead (2012), Ohio State University
Ruth Mazo Karras (2009)
David Wallace (2009)
Sharon Michalove (2007)
Martha Driver (2007)
A. Compton Reeves (2006)
Lorraine Attreed (2005)

**Guidelines**

**FELLOWSHIP PROCEDURES**
Applications to the Schallek Fellowship program will consist of a two-page application form, a copy of the applicant’s dissertation proposal, and two letters of recommendation, one from the applicant’s dissertation director and one from a second graduate professor. Six copies of the application form are required. Letters of recommendation should be submitted with the application in sealed and signed envelopes or sent directly to the Academy office.

Applications must reach the Academy office by 15 October. Academy staff will:

- check that the applicant is an Academy member and has paid dues for the current year;
- check that the applicant is a citizen or a permanent resident of the United States or Canada; and
- check that the application is complete and does not include additional materials.

The Executive Director will determine that applications focus on late medieval Britain, ca. 1350-1500 and will declare those that focus on other areas or periods to be ineligible. Academy staff will then:

send letters to applicants acknowledging receipt of their applications;
- send letters to those who are not eligible declaring their lack of eligibility;
- create a list of applicants organized alphabetically;
- photocopy letters of recommendation; and
• mail copies of the eligible applications to the Schallek Fellowship Committee.

Each committee member will select 3 semifinalists to recommend for funding, ranking each from 1 (highest) to 3 (lowest) and sending the rankings to the committee chair along with brief statements in support of their semifinalists. The chair will tabulate the individual rankings, report the cumulative rankings to committee members, and forward the statements of support to all committee members.

The chair will invite an e-mail discussion regarding the results of the rankings. The discussion should focus particularly on applications that are ranked closely or that came close to being ranked in the top 3 finalists. Any committee member may request that an application be reread and discussed by the full committee.

After coordinating the discussion and achieving committee consensus, the chair will notify the Executive Director of the committee’s selection by 1 December. The committee should name one awardee and two alternates in ranked order.

The Executive Director will offer the fellowship to the first named awardee. If the fellowship is not accepted, the first alternate will be offered the fellowship. If the fellowship is accepted, the first alternate will be notified and told that he/she may receive the fellowship if circumstances later prevent the awardee from taking the fellowship. The same process will be followed for the first and second alternates if necessary.

EVALUATION CRITERIA
The quality of an application is the most important criterion in awarding a grant. The following should be considered in evaluating the quality of an application:

The originality of the dissertation project, the clarity of its methodology, and the significance of the subject to be studied for understanding late medieval Britain.

The cogency of the writing and organization of the dissertation proposal.

The letters of recommendation from the dissertation director and graduate professor regarding the excellence of the project and the applicant’s preparation to complete the project.

The applicant’s demonstrated need for the fellowship to complete the dissertation.

POTENTIAL CONFLICT OF INTEREST
A committee member may not vote for a student studying in his or her department. In the case where a committee member must abstain from voting for an applicant who is otherwise ranked within the top three by other committee members, the average ranking of the other committee members will be used to tabulate the applicant’s total.

GRANT AGREEMENT FORM
Applicants who are offered the Schallek Fellowship will be sent a grant agreement form in which the grantee agrees to the following conditions:

• The funding will be spent only to support full-time research and only for the dissertation.

• The grantee will not hold any job or teaching position during the term of the fellowship.

• The grantee will return any unspent funds from the grant to the Medieval Academy.

• The grantee will begin tenure of the fellowship no later than nine months after its award.

• One year after the beginning of the fellowship tenure the grantee will submit a summary report describing how the fellowship was used to support the research and writing of the dissertation.

• The grantee will credit the Schallek Fellowship of the Medieval Academy of America and the Richard III Society—North American Branch in the front matter of the dissertation or any publication resulting from research conducted with the support of the fellowship.
If the grantee is a U.S. citizen, he/she will be required to provide a social security number before payment is made. Payment of funds will be made in the calendar year in which the fellowship is awarded.

SCHALLEK FELLOWSHIP INSTRUCTIONS
The Schallek Fellowship is funded by a gift to the Richard III Society-American Branch, from William B. and Maryloo Spooner Schallek. The fellowship supports an advanced graduate student who is writing a Ph.D. dissertation in any relevant discipline dealing with late-medieval Britain (ca. 1350-1500). The $30,000 fellowship helps defray research and living expenses for the equivalent of an academic year of study. The fellowship recipient must devote full time to the dissertation project and may not hold any job or teaching position or work on another project during the term of the fellowship.

ELIGIBILITY
Applicants must be graduate students whose dissertation proposals have been approved by their dissertation committees. They must be members of the Medieval Academy as of 15 September of the year in which they apply. In accordance with the terms of the gift to the Richard III Society, applicants must be citizens or permanent residents of the United States or Canada.

APPLICATIONS
Applications must be received by 15 October.

Completed applications must include the following:

A PDF file that combines your dissertation proposal and a two-page summary of your plans including:

1) the part of your dissertation research/writing you expect to accomplish under the fellowship;
2) where and when you will travel--if necessary--during the tenure of the fellowship; and
3) why you need the Schallek fellowship to complete the dissertation successfully.

Please ensure the two letters of recommendation reach the Medieval Academy by 15 October.

Recommendation letters should submitted to the Executive Director by email or be mailed to:
Schallek Fellowship
Medieval Academy
6 Beacon St., Suite 500
Boston, MA 02106

Late applications or applications that do not follow these instructions cannot be considered.

APPLICATIONS WILL BE EVALUATED USING THE FOLLOWING CRITERIA:

1. The originality of the dissertation project, the clarity of its methodology, and its likelihood to contribute to medieval studies.

2. The cogency of the writing and organization of the dissertation proposal.

3. The letters of recommendation from the dissertation director and graduate professor regarding
4. The applicant's need for the fellowship to complete the dissertation successfully.

AWARDS PROCEDURES

1. Applications to the Schallek Award program will consist of a two-page application form and a letter of recommendation from one of the applicant's professors. The chair's letter of recommendation should be submitted in a sealed and signed envelope or sent directly by the chair to the Academy office. Additional letters will be discarded.

2. Applications must reach the Academy office by the deadline date (15 February). Academy staff will check that the applicant is an Academy member and has paid dues for the current year and that the application is complete and does not include additional materials. Staff will then create lists of applicants organized alphabetically and by discipline.

3. The Executive Director will determine that applications focus on late medieval Britain, ca. 1350-1500, and that the applicants are citizens or permanent residents of the United States or Canada, as required by the terms of the Schallek gift. Applications that do not meet these criteria will be shifted to the Academy's Dissertation Grant program.

4. Academy staff will send letters to applicants acknowledging receipt and will inform those who are not eligible or whose applications have been shifted to another program. Staff will then mail copies of the eligible applications to the Schallek Awards Committee.

5. Each committee member will select 5 applications to recommend for funding, ranking each from 1 (highest) to 5 (lowest) and sending the rankings to the committee chair. The chair will tabulate the individual rankings and report the cumulative rankings to committee members.

6. The chair will invite an e-mail discussion regarding the results of the rankings. The discussion should focus particularly on applications that are ranked closely or that came close to being included in the top 5. Any committee member may request that an application be reread and discussed by the full committee.

7. After coordinating the discussion and achieving committee consensus, the chair will notify the Executive Director of the committee's selection by 1 May. Although the committee may name five awardees, in any given year the committee may decide not to make all five awards.

8. The Executive Director will notify those selected, enclosing the grant agreement form, and will notify those not selected, enclosing information on the next year's deadline.

EVALUATION CRITERIA

The quality of an application is the most important criterion in awarding a grant. The following should be considered in evaluating the quality of an application:

1. The originality of the research project, thoughtfulness of its methodology, and likelihood that it will make an important contribution to medieval studies;

2. The clarity of writing and organization of the research project description;

3. The professor's letter regarding the excellence of the project and the student's awareness of the demands of the project and preparation and ability to complete the project; and

4. The applicant's demonstrated need for the grant to complete the research satisfactorily.

OTHER CONSIDERATIONS
Although the criterion of quality is primary in evaluating applications, the following should also be taken into consideration when the committee forms the final list of grantees:

1. Disciplinary distribution: ideally, the awards will be given to applicants in several disciplines, as long as such distribution does not supersede the primary criterion of quality.

2. Institutional distribution: ideally, the awards will be given to applicants from different institutions, but if, on the basis of the program's evaluation criteria, more than one applicant from an institution is judged to be among the best, the committee may name up to two awardees from the same institution.

3. Although Schallek Awards are not limited to graduate students writing dissertations, applications to support dissertation research will be given preference as long as such preference does not supersede the criterion of quality.

4. Committee members may consider other sources of income in weighing evaluation criterion 4 (the applicant's demonstrated need for the grant), but generally previous funding should not weigh against an applicant unless the funding has not been used productively; similarly, the availability of other funding in the future should not weigh against an applicant unless the applicant's budget is judged to be artificially high.

5. Travel expenses should not be given preference over other research expenses, such as the need to purchase microfilms and photographs. If an applicant includes travel expenses as part of the budget, the applicant should demonstrate the need to travel in order to complete the research project.

POTENTIAL CONFLICT OF INTEREST

A committee member may not vote for a student studying in his or her department. In the case where a committee member must abstain from voting for an applicant who is otherwise ranked within the top five by other committee members, the average ranking of the other committee members will be used to tabulate the applicant's total.

GRANT AGREEMENT FORM

Applicants who are offered dissertation grants will be sent a grant agreement form that details the following conditions of the grant:

1. That the funding will be spent as stipulated in the application budget and that it will not be spent on books and computer equipment or software;
2. That any unspent funds from the grant will be returned to the Medieval Academy;
3. That the grantee will write a brief report describing how the grant was used to support the research and writing of the dissertation (including a list of expenses) and that the report will be submitted by 1 August of the following year; and
4. That the grantee will credit the Schallek Award in the front matter of any dissertation or publication resulting from research conducted with the support of the grant.

The grantee will be required to provide a social security number before payment is made.

[The above Guidelines were discussed by the Schallek Evaluation Committee in March 2004 and approved by the committee.]

SCHALLEK AWARD INSTRUCTIONS

Schallek Awards support graduate students conducting doctoral research in any relevant discipline dealing with late-medieval Britain (ca. 1350 - 1500). The $2,000 grants help defray research expenses such as the cost of travel to research collections and the cost of photographs, photocopies, microfilms, and other research materials. The cost of books or equipment (e.g., computers) is not included.
Applicants must be members of the Medieval Academy as of 15 January of the year in which they apply. Under the terms of the gift to the Richard III Society, applicants must be citizens or permanent residents of the United States or Canada.

Applications must be received at the Academy office by 15 February.

Along with the completed application form (submitted online), applicants must provide a letter of recommendation from a graduate program professor discussing the merits of the dissertation project and the applicant's preparation to complete it successfully. The letter of recommendation should be submitted in a sealed envelope signed on the back across the seal or may be sent directly to the Academy office.

Applications will be evaluated using the following criteria:

1) the originality of the dissertation project, the clarity of its methodology, and its likelihood to contribute to medieval studies;
2) the cogency of the writing and organization of the project description;
3) the graduate professor's statement regarding the excellence of the project and the applicant's preparation to complete the dissertation;
4) the applicant’s demonstrated need for the grant to complete the dissertation successfully.

T. Database of Medieval Digital Resources Committee

Purpose: To assess digital resources submitted for inclusion in the Database of Medieval Digital Resources (MDR).

Composition: Six members appointed by the Executive Director

Term: Three years, rotating.

Current members:

Benjamin Albritton (Stanford Univ.) (2024)
Laura Morreale (Independent Scholar) (2024)
Stephen G. Nichols (Emeritus, The Johns Hopkins Univ.) (2023)
Anna Wilson (Harvard Univ.) (2023)
Aylin Malcolm (Univ. of Pennsylvania) (2025)
N. Kivilcim Yavuz (Kansas Univ.) (2025)

Ex Officio:
Lisa Fagin Davis (Executive Director, Medieval Academy of America)

Past members:
James B. Harr III (North Carolina State Univ.) (2022)
Joshua Seth Lee (Slippery Rock Univ.) (2022)

U. Advocacy Committee

Purpose: To compose Advocacy Statements on behalf of the MAA or make determinations about supporting statements issued by other organizations, in keeping with the Medieval Academy of America's Advocacy Policy.

Composition: Six members appointed by the Council, serving in classes of three. The senior member of the 2nd-year class serves as Chair.
Term: Two years, rotating.*

Members:
Jonathan Correa-Reyes (Pennsylvania State Univ.) (2024) (jfc30@psu.edu)
Leah DeVun (Rutgers Univ.) (2023) (leah.devun@rutgers.edu)
Matthew Gabriele (Virginia Tech) (2023) (gabriele@vt.edu)
Matthew Z. Heintzelman (Hill Museum and Monastic Library) (2024) (mheintzelma@csbsju.edu)
Miriamne Krummel (Univ. of Dayton) (2023) (mkrummell@udayton.edu), Chair
Christina Maranci (Harvard Univ.) (2024) (cmaranci@fas.harvard.edu)

* The date in parentheses is the final year of the incumbent's current term in office. The administrative year for committees runs from annual meeting to annual meeting.

Past members:

Past statements issued by the Advocacy Committee may be found on the medieval Academy blog.

**SUSPENDED COMMITTEES**

**Editorial Board of Medieval Academy Reprints for Teaching [DEFUNCT as of 2014]**

Purpose: To select titles for and oversee the Medieval Academy Reprints for Teaching.

Composition: A chair and four members appointed by the Council and one or two representatives of the University of Toronto Press.

Term: Five years, renewable, rotating

Source: Council action (1996)

History: MART began in 1978 as a result of the Academy’s surveys of out-of-print books needed for classroom usage. In 2007, The University of Toronto Press, which had been publishing the series, announced that they would no longer issue more reprints; in 2014, the Council voted to dissolve the Committee.

**Committee on Electronic Resources**

Appointment by: Council

Purpose: To advise the Medieval Academy on the uses of electronic technology in research, pedagogy, and the functions of the Academy.

Composition: A chair and four other members appointed by Council.

Term: Three years, renewable, rotating.

Source: Council action (1996)

History: The Committee on Electronic Resources was formed in 1995–1996.

**Electronic Editions Advisory Board**

Appointment by: Council

Purpose: To advise the Medieval Academy on the publication of electronic editions, to recommend readers of submissions, to advise the Executive Director regarding the acceptance or rejection of submissions, to provide long-range planning for the electronic series, and to suggest directions in the Academy's electronic publishing program.
Composition: The Executive Director, chair, and four members appointed by Council.
Terms: Three years, renewable, rotating
Source: Council action (1996)
History: The Electronic Editions Advisory Board was formed in 2005–2006.

**Chair of the Endowment**

Appointment by: Council
Source: Council actions (1988, 1995)
History: The last year for this position was 1999–2000.

**Chair of Membership**

Appointment by: Council
Source: Council action (1991)
History: The last year for this position was 1999–2000.

**Committee for the Support of Medieval Studies**

Appointment by: Council.
History: The last and apparently the only year of existence for this committee was 1997–1998.

**Committee on Library Preservation**

Appointment by: Council.
History: The last year for this committee was 1994–1995. It was superseded by committees on electronic publications.

**ACLS Travel Grant Committee**

Appointment by: Council.
History: The last and apparently the only year for this committee was 1995–1996.

**Digital Initiatives Advisory Board**

Appointment by: Council
*Purpose:* To advise the Medieval Academy on the Academy's own digital initiatives and on its participation in related initiatives.
History: 2013-2016

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### 3. Fellows

#### A. By-Laws

i. The following By-Law provisions concern the Fellows:
The Academy shall consist of Fellows, Corresponding Fellows, Emeriti/ae Fellows, Life Members, Active Members, Emeriti/ae Members, and Institutional Members.

Fellows shall be scholars who have made notable contributions to the furthering of the stated purposes of the Academy, and who at the time of election are members of the Academy and residents of North America. The number of Fellows shall not exceed 150. Vacancies in the ranks of the Fellows shall be filled by election by the Fellows from nominations made by any three members of the Academy or by a nominating committee, the members of which shall be appointed jointly by the President of the Academy and the President of the Fellows, after consultation with the Council. The assent of the Fellows shall be necessary for election. Fellows shall pay dues at the rates of non-Fellow members. The Fellows shall hold an annual meeting at which they, with the Emeriti/ae Fellows, shall elect, by vote of a majority of those present, such officers as they deem necessary for the conduct of their business. Such officers shall include a President. The Fellows and Emeriti/ae Fellows shall also determine the procedures governing the obtaining of the assent of the Fellows to the election of new Fellows and Corresponding Fellows, subject to the general provisions of this article and article 15.15. Corresponding Fellows shall be scholars who have made notable contributions to the furthering of the stated purposes of the Academy, and who at the time of election are residents of countries outside of North America. The number of Corresponding Fellows shall not exceed 100. Election of Corresponding Fellows shall be in accordance with the procedures of article 14. The Corresponding Fellows shall be exempt from payment of dues.16. Fellows may choose to take Emeritus status. The Emeritus/a Fellow gives up the right to vote for new Fellows and Corresponding Fellows, but no other rights of fellowship, and is thenceforth not counted among the 150 statutory Fellows. Emeriti/ae Fellows shall pay dues at the rates of non-Fellow members.

B. Officers of the Fellows

The officers of the Fellows are the President, Past President, President Elect, Orator, and Scribe. The President, Past President, and President Elect serve one-year terms in each office, while the Orator and the Scribe hold concurrent three-year terms. These five officers constitute the Executive Committee of the Fellows.

Term
Three-years concurrent.

Selection Process
The officers are elected by electronic ballot upon nomination by a three-person ad-hoc Nominating Committee, whose members are appointed by the incumbent President. It is customary for the Nominating Committee to present one candidate for each office.

Description
The President presides during the private meeting of the Fellows, which is held in conjunction with the Medieval Academy’s annual meeting, and during the public plenary session sponsored by the Fellows at the Academy’s annual meeting. During the public plenary session, newly elected Fellows are inducted; the induction includes citations composed and read by the Orator, and the signing of the book of the Fellows, which is overseen by the Scribe. The Scribe is also responsible for taking minutes at the annual Fellows Meeting and superintends the sending of digital surveys and ballots.

Compensation
The officers of the Fellows receive no compensation. The President of the Fellows receives standard reimbursement to cover his or her expenses to attend the annual meeting: transportation, ground transportation, hotel...
accommodation for the duration of the meeting and a $25 per diem. The Academy also pays for the registration fee and official meals of the President of the Fellows.

**Current Officers**

Updated listing available at [http://www.medievalacademy.org/?page=Officers](http://www.medievalacademy.org/?page=Officers)

- Richard Emmerson (2023)
- Sharon Farmer, Orator (2020-2023)
- Dyan Elliott, 2020-2023

**Historical Lists**

Updated listing available at [http://www.medievalacademy.org/?page=Officers](http://www.medievalacademy.org/?page=Officers)

**PRESIDENT**

- Barbara Rosenwein, President (2020-2023)
- John Van Engen, 2017–20
- Mary Carruthers 2014-2017
- Lucy Freeman Sandler 2012-2014
- William Chester Jordan 2011-2012
- Joan Ferrante 2008 - 2011
- Richard W. Pfaff 2005-2008
- Florence H. Ridley 2002–2005
- Francis Oakley 1999–2002
- John H. Fisher 1993–96
- Herbert Bloch 1990–93
- Giles Constable 1987–90
- Samuel E. Thorne 1984–87
- Robert S. Lopez 1981–84
- Laurence K. Shook 1978–81
- Pearl Kibre 1975–78
- B. J. Whiting 1972–75
- Urban T. Holmes, Jr. 1969–72
- Hamilton M. Smyser 1966–69
- Joseph R. Strayer 1963–66
- Albert C. Baugh 1960–63
- B. L. Ullman 1957–60
- E. H. Wilkins 1954–57
- Gordon H. Gerould 1951–53 (d. 1953)
- William E. Lunt 1948–51
- Nellie Neilson 1945–47 (d. 1947)
- F. N. Robinson 1942–45
- Robert K. Root 1940–42
- William A. Nitze 1939–40 (resigned 1940)
- Karl Young 1936–39
- James Westfall Thompson 1933–36
- Charles H. Beebe 1930–33
- E. K. Rand 1926–30

**ORATOR**

- Rita Copeland, 2017–2020
- Danuta Shanzer 2014 - 2017
- Lester Little, 2011 - 2014
- John V. Fleming 2008 - 2011
- Barbara Newman 2005-2008
- Robert W. Hanning 2002–2005
C. Fellows Officers Nominating Committee

**Composition**
Chair and 2 members.

**Term**
Three-years concurrent.

**Selection Process**
Appointment by: President of the Fellows.

**Pool**
The Fellows.
Recent Officers Nominating Committees
Updated listing available at http://www.medievalacademy.org/?page=Officers

2017: Richard Unger (chair), Ann D. Hedeman, Jan Ziolkowski
2014: Paul H. Freedman (chair), Olivia Remie Constable, Monica Green
2011: Robert W. Hanning (chair), Patrick Geary, Pamela Sheingorn
2008: George H. Brown (chair), Michael Curschmann, Barbara Hanawalt
2005: Milton McC. Gatch (chair), John Baldwin, Nancy van Deusen
2002: Joan Ferrante (chair), Walter Cahn, Marcia Colish
1999: Lilian M. C. Randall (chair), Bernard S. Bachrach, Fred C. Robinson
1996: Paul Meyvaert (chair), Roberta Frank, Siegfried Wenzel
1993: Walter Goffart (chair), Madeline H. Caviness, Charles Muscatine
1987: George Kane (chair), F. Edward Cranz, Sylvia L. Thrupp
1984: Ruth J. Dean (chair), Larry D. Benson, George P. Cuttino
1981: Bryce D. Lyon (chair), Helaine Newstead, Speros Vyronis, Jr.
1978: Lynn T. White, jr. (chair), Cora E. Lutz, William J. Roach
1975: Curt F. Bühler (chair), Gray C. Boyce, John C. Pope
1972: Albert C. Baugh (chair), Curt F. Bühler, Astrik L. Gabrielson
1969: Pearl Kibre (chair), Harry Caplan, Gerhart B. Ladner
1966: B. J. Whiting (chair), Gaines Post, Archer Taylor
1963: Samuel E. Thorne (chair), William J. Roach, Hamilton M. Smyser
1960: Taylor Starck (chair), Kenneth M. Setton, Hamilton M. Smyser
1957: B. J. Whiting (chair), Urban T. Holmes, Jr., Gaines Post

Guidelines for the Fellows Officers Nominating Committee
The officers are elected upon nomination by a three-person ad hoc Nominating Committee, whose members are appointed by the incumbent President. It is customary for the Nominating Committee to present one candidate for each office. Officers are elected by an online vote of the Fellowship and ratified at the Fellows annual meeting. Links to lists of Officers, Fellows, and Fellows’ Committees can be found at: http://www.medievalacademy.org/?page=Fellows

Nominees should be willing to commit, as far as possible, to attending the three MAA Annual Meetings that will take place during their term.

As with all MAA appointments and nominations, the committee is asked to strive for balance in terms of geographic location, discipline, period, gender, etc. We also keenly suggest that committees do not nominate candidates from their home institutions.

In addition to avoiding recent office holders, it is best if the committee not appoint a recent or present Academy presidential officer.

When you reach consensus on your nominations, you may contact the individuals to see if they are willing to serve, or, if you wish, the Executive Director will be happy to contact them for you. Ideally the officers should be invited in September, so that they will have sufficient advance notice before the election. Once three Fellows have agreed to serve, their names will be presented to the private meeting of the Fellows. The expectation is that the Fellows will then elect the nominees as their new officers.

D. Fellows (as of 2 February 2023)
Updated listing available at http://www.medievalacademy.org/?page=Fellows_List

E. (e) = Emeritus/Emerita Fellows

Suzanne Conklin Akbari (2022), Institute for Advanced Study
Jonathan J. G. Alexander (1999), Inst. of Fine Arts (e)
Robert G. Babcock (2021), Univ. of North Carolina, Chapel Hill (e)
Bernard S. Bachrach (1986), Univ. of Minnesota
Michael Bailey (2023), Iowa State Univ.
Teodolinda Barolini (2000), Columbia Univ.
Chris Baswell (2020), Barnard College
Brigitte Bedos-Rezak (2012), New York Univ.
Judith M. Bennett (2002), Univ. of Southern California (e)
Thomas N. Bisson (1977), Harvard Univ.
Lisa Bitel (2016) Univ. of Southern California
Robert E. Bjork (2013), Arizona State University
Renate Blumenfeld-Kosinski (2014), Univ. of Pittsburgh
Uta-Renate Blumenthal (2017), The Catholic Univ. of America
Ross Brann (2023), Cornell Univ.
Constance Brittain Bouchard (2001), Univ. of Akron
Elizabeth A. R. Brown (1987), Emerita, Brooklyn College and the Graduate School, CUNY
Peter Brown (1988), Princeton Univ.
Kevin Brownlee (2023), Univ. of Pennsylvania
Caroline Astrid Bruzelius (2013), Duke University (e)
David Burr (2020), Virginia Tech
Keith Busby (2018), The University of Wisconsin
Caroline W. Bynum (1989), Inst. for Advanced Study, Princeton
William Caferro (2023), Vanderbilt Univ.
Mary Carruthers (1996), New York Univ. (e)
Madeline H. Caviness (1992), Tufts Univ.
Robert Chazan (2007), New York Univ.
Celia Martin Chazelle (2019), The College of New Jersey
John J. Contreni (2003), Purdue Univ.
Rita Copeland (2011), Univ. of Pennsylvania
William J. Courtenay (1979), Univ. of Wisconsin
Anthony Cutler (2005), Pennsylvania State Univ.
Thomas E. A. Dale (2023), Univ. of Wisconsin
Deborah Deliyannis (2022), Indiana Univ.
Charles Donahue, Jr. (2012), Harvard Univ.
Katherine Fischer Drew (1979), Rice Univ. (e)
Consuelo Dutschke (2022), Emerita, Columbia Univ.
Paul Edward Dutton (2005), Simon Fraser Univ.
Susan Einbinder (2017), Univ. of Connecticut
Dyan Elliott (2010), Northwestern Univ.
Helen Evans (2020), Metropolitan Museum of Art
Theodore Evergates (2016), McDaniel College
Sharon Farmer (2015), Univ. of California, Santa Barbara
Margot Fassler (2015), Univ. of Notre Dame
Joan M. Ferrante (1982), Columbia Univ. (e)
Sean Field (2022), Univ. of Vermont
Robin Fleming (2015), Boston College
Jaroslav Folda (2002), Univ. of North Carolina
Robert Frank (1989), Yale Univ.
Carmela Vircillo Franklin (2008), Columbia Univ.
Paul H. Freedman (1999), Yale Univ.
M. Cecilia Gaposchkin (2021), Dartmouth College
Nina G. Garsoïan (1992), Columbia Univ.
Milton McC. Gatch (1998), Union Theological Sem. (e)
Patrick J. Geary (1998), Inst. for Advanced Study, Princeton
Dorothy Glass (2016) Emerita, Univ. of Buffalo
Elina Gertsman (2022), Case Western Reserve Univ.
Walter Goffart (1982), Univ. of Toronto (e)
Monica Green (2011), Independent Scholar
Richard Firth Green (2022), Ohio State Univ.
Fiona Griffiths (2022), Stanford Univ.
Cynthia Hahn (2018), Hunter College CUNY
Jeffrey F. Hamburger (2001), Harvard Univ.
Barbara A. Hanawalt (2001), Ohio State Univ. (e)
Robert W. Hanning (1986), Columbia Univ.
Antonette di Paolo Healey (2014), Univ. of Toronto
Anne D. Hedeman (2010), Univ. of Illinois
Richard H. Helmholz (1997), Univ. of Chicago
Geraldine Heng (2021), Univ. of Texas, Austin
Michael Herren (2010), York Univ.
Bruce Holsinger (2023), Univ. of Virginia
C. Stephen Jaeger (2002), Univ. of Illinois
Katherine Ludwig Jansen (2020), The Catholic Univ. of America
Peter Jeffery (2023), Univ. of Notre Dame
William Chester Jordan (1997), Princeton Univ.
Richard Kaeuper (2015), Univ. of Rochester
Ruth Mazo Karras (2009), Univ. of Minnesota
Sarah Kay (2023), New York Univ.
H. A. Kelly (1986), Univ. of California, Los Angeles
Thomas Kelly (2017), Harvard Univ.
Kathryn Kerby-Fulton (2012), Univ. of Notre Dame
Herbert L. Kessler (1991), Johns Hopkins Univ.
Richard Kieckhefer (1998), Northwestern Univ.
Sharon Kinoshita (2023), Univ. of California at Santa Cruz
Christopher Kleinhenz (2009), Univ. of Wisconsin-Madison
Adam Kosto (2020), Columbia Univ.
Maryanne Kowaleski (2005), Fordham Univ.
Marcia Kupfer (2021), Independent Scholar
Carol Lansing (2022), Univ. of California at Santa Barbara
Robert E. Lerner (1990), Northwestern Univ.
Suzanne Lewis (2004), Stanford Univ. (e)
Sara Lipton (2019), Stony Brook Univ.
Lester K. Little (2001), Smith Coll.
Thomas F. Madden (2013), St. Louis University
James H. Marrow (2006), Princeton Univ.
E. Ann Matter (2003), Univ. of Pennsylvania (e)
Michael McCormick (2002), Harvard Univ.
Bernard McGinn (1994), Univ. of Chicago (e)
Michael R. McVaugh (2005), Univ. of North Carolina
Maureen Miller (2015), Univ. of California, Berkeley
Alastair J. Minnis (2001), Ohio State Univ.
Karl F. Morrison (1986), Rutgers Univ.
James J. Murphy (1996), Univ. of California, Davis (e)
Lawrence Nees (2014), Univ. of Delaware
Barbara Newman (1999), Northwestern Univ.
Francis Newton (2008), Duke Univ. (e)
David Nirenberg (2015), Univ. of Chicago
Thomas F. X. Noble (2004), Univ. of Notre Dame
Katherine O'Brien O'Keeffe (2015), Univ. of California, Berkeley
Siegfried Wenzel (1978), Univ. of Pennsylvania (e)
Winthrop Wetherbee (2002), Cornell Univ. (e)
Stephen D. White (2002), Emory Univ.
Anders Winroth (2015), Yale Univ.
Jocelyn Wogan-Browne (2013), Fordham University (e)
Grover Zinn (2009), Oberlin Coll.
Jan M. Ziolkowski (2008), Harvard Univ. (e)

Corresponding Fellows (as of 27 February 2022)

François Avril (1989), Bibliothèque Nationale de France
Malcom Barber (2009), Univ. of Reading
Caroline M. Barron (2007), Royal Holloway Coll.
Robert J. Bartlett (2012), Univ. of St Andrews
Hans Belting (1987), Univ. of Munich
Margaret Bent (2004), Univ. of Oxford
Nicole Bériou (2017), Institut de recherche et d'histoire des textes
Peter Biller (2023), Univ. of York
Paul Binski (2008), Univ. of Cambridge
Wim Blockmans (2020), Leiden Univ.
Piero Boitani (2005), Univ. of Rome
Monique Bourin (2009), Univ. of Paris 1 Panthéon-Sorbonne
Paul Brand (2015), Univ. of Oxford
Charles S.F. Burnett (2014), Warburg Institute
Averil Cameron (2017), Univ. of Oxford
Rosemary Cramp (1994), Univ. of Durham
David d'Avray (2016) University College London
Jacques Dalarun (2018), Institut de recherche et d'histoire des textes, Paris
Wendy Davies (2013), University College London
Jean Dunbabin (2019), Oxford Univ.
Vera von Falkenhausen (2019), Univ. of Rome, emerita
Mercedes García-Arenal (2021), Consejo Superior de Investigaciones Científicas, CSIC [Spanish National Research Council]
Claude Gauvard (2013), Univ. of Paris I, Pantheon-Sorbonne
Helmut Gneuss (1993), Univ. of Munich
Yitzhak Hen (2020), The Hebrew Univ. of Jerusalem
Joachim Henning (2009), Univ. of Frankfurt am Main

Updated listing at http://www.medievalacademy.org/?page=CorrespondingFellows
Judith Herrin (2023), Kings College London
Carole Hillenbrand (2012), Univ. of Edinburgh
Sylvia Huot (2004), Pembroke Coll., Cambridge
Dominique Iogna-Prat (2013), École des Hautes Etudes en Sciences Sociales
Danielle Jacquist (2006), École Pratique des Hautes Etudes
Benjamin Z. Kedar (2005), The Hebrew University of Jerusalem
Gabor Klaniczay (2020), Central European Univ.
John Lowden (2011), Courtauld Inst. of Art
Hans Eberhard Mayer (1988), Univ. of Kiel
Brian Patrick McGuire (2011), Roskilde Univ.
Rosamond McKitterick (2006), Univ. of Cambridge
Philippe Ménard (1986), Univ. of Paris IV
Maria Luisa Meneghetti (2021), Università degli Studi di Milano
Constant Mews (2015), Monash Univ.
Linne Mooney (2019), Univ. of York
R. I. Moore (2002), Univ. of Newcastle
Cécile Morrisson (2009), Dumbarton Oaks
Janet L. Nelson (2000), King’s College London
Nicholas Orme (2003), Univ. of Exeter
Agostino Paravicini Bagliani (1999), Univ. of Lausanne
Alexander Patschovsky (2016) Emeritus, Univ. of Constance
Walter Pohl (2018), Univ. of Vienna
Gian Luca Potestà (2021), Università Cattolica del S. Cuore
Walter Prevenier (1992), Univ. of Ghent
Susan Rankin (2016) Univ. of Cambridge
Felicity Riddy (2015), Univ. of York
Miri Rubin (2007), Queen Mary Coll.
Emilie Savage-Smith (2020), Oxford Univ.
Eva Schlotheuber (2021), Heinrich Heine Universität Düsseldorf
Jean-Claude Schmitt (2008), L’École des Hautes Études
František Šmahel (2007), Charles Univ.
R. M. Thomson (2010), Univ. of Tasmania
Pierre Toubert (2002), Collège de France
Andre Vauchez (2010), Acad. des inscriptions et Belles-Lettres
Jacques Verger (2019), The Sorbonne
Nicholas Vincent (2022), Univ. of East Anglia
F. Election Procedures

Criteria for Nomination

All Fellows (except for Corresponding Fellows) must be members of the Medieval Academy who reside in North America at the time of election. They should be medievalists who have contributed to our knowledge of the Middle Ages with a substantial body of scholarship, distinguished in both quality and quantity. In most fields the contribution will entail several well-received books, though in some areas the standard may be important digital work or a sheaf of influential articles. Major prizes, editorships, and professional leadership in societies including (but not limited to) the MAA may also be taken into account. Election to the Fellowship is a recognition of a lifetime of academic achievement. Candidates, therefore, will ordinarily be full professors, though senior curators and distinguished independent and non-tenure-track scholars may also merit election. Nominations of associate professors are normally considered premature.

In nominating candidates, it is important to consider diversity in discipline, regions of the country, types of institution, ethnicity, and gender. Please bear in mind that Medieval Studies is not limited to Western Europe or to the second half of our period.

Corresponding Fellows reside in countries outside of North America and need not be members of the Academy.

Nomination Procedures

Any three members of the Academy may nominate candidates for Active Fellow or Corresponding Fellow. In order to present a balanced slate, additional nominations may be made by the Fellows Nominating Committee (listed on the Officers page).

1) Call for nominations

a. The President of the Fellowship will send out the call for nominations to all members of the MAA. It will include the full description of the criteria for nomination and encourage the nomination of eligible scholars who will diversify the Fellowship.

b. The President of the Fellowship, in making the call for nominations, will encourage Fellows to nominate scholars from smaller, newer, and underrepresented fields.

2) Nomination dossiers

Please note that the requirements for a complete dossier have changed as of 2021. A nomination dossier should be composed of the following elements:

1) up to three signed letters of nomination, each of which may be up to two pages in length (although a nomination can still go forward without prejudice with a single letter);

2) a curriculum vitae of NO MORE than four pages;

3) a URL directing voters to an expanded online CV, if possible (this URL should be included in the body of the first nominating letter);

These components must be combined into a single PDF and submitted by email NO LATER THAN 31 OCTOBER to the Executive Director (LFD@TheMedievalAcademy.org). Incomplete or improperly constituted dossiers will not be accepted.

Notes: In order to provide voting Fellows with a deeper analytical understanding of the scholarly contributions of nominees in fields outside of their areas of expertise, nominators may include up to three letters of nomination, each of which could be up to two pages in length (although a nomination can still go forward without prejudice with a single letter). Letters should strive to explain to non-specialists the general expectations for advancement in their field (monograph, set of articles, etc.), and to provide an analytical discussion of the nominee’s original contributions to
scholarship. The organizers of nomination packets, especially for candidates in smaller fields, should be encouraged to seek out letters from scholars in more than one discipline and to highlight the interdisciplinary impact of the candidate’s scholarship. We also recommend including the names of nominators in the packets that are made available to voting Fellows. We believe that the inclusion of nominators’ names will assist specialists in other fields in making informed choices across disciplines. Finally, when the nominations are sent out to the Fellows before the balloting, each will supply a link to the nominee’s professional website, which normally includes a full CV, a photo, and links to the candidate’s major publications.

**Election Procedures**

1) **First ballot notification**

The first ballot notification will be sent out to all Fellows by the President of the Fellows, who will encourage them to read the complete files of all nominees, vote for candidates across the spectrum of disciplines and geographical areas, and vote for enough candidates to fill all the available slots, insofar as it seems appropriate. The President will also remind Fellows of the absolute confidentiality of the voting process.

2) **Election outcome – first ballot**

As is currently the case, all nominees receiving votes from 50% of the voting Fellows will be elected on the first ballot, as long as that number does not exceed the number of available slots; if that should occur, the candidates with the greatest number of votes will be elected to the fellowship, up to the number of designated slots. In years in which no candidates receive votes from at least 50% of voting Fellows on the first ballot, the threshold for election on the first ballot shall be lowered to 40%.

3) **Preparation of second ballot**

If, after the first ballot, not all of the available slots have been filled, the Fellows’ Nominating Committee will prepare a second ballot, which will be at least as large as the number of remaining available slots, and may be up to twice that number, but no larger. As is currently the case, all nominees who received votes from 33% of voting Fellows on the first ballot will be included on the second ballot. In order to fill out the remaining slots, the committee will take into consideration the following criteria, balancing them as they deem appropriate:

- nominees who received the highest number of votes but fell short of 33%;
- nominees from fields that are currently underrepresented in the Fellowship;
- candidates from underrepresented minorities;
- gender balance on the final ballot;
- candidates from underrepresented geographical locations or underrepresented types of institutions (small colleges, for instance).

4) **Second ballot notification**

In issuing the notification for the second round of voting, the President of the Fellows will reiterate everything that was said in the notification for the first round of voting.

5) **Election outcome – second ballot**

All candidates who receive votes from 50% or more of the voting Fellows on the second ballot will be elected to the Fellowship, unless the number exceeds the number of available slots. In that case, those with the largest number of votes will be elected to the fellowship, up to the number of designated slots. If an insufficient number of candidates has received votes from 50% or more of the voting Fellows, the Fellows’ Nominating Committee will have the authority to lower the threshold for election to as low as 40% in order to fill all remaining available slots. In announcing the newly elected Fellows, whether they were elected on the first or the second ballot as well as all vote totals will remain confidential.

**Notifications**

The Executive Director and the President of the Fellows notify those who have been elected. The outcome of each ballot is reported to the Fellows. After the balloting, the Executive Director reports the results to the Council and the
Nominating Committee. The results are announced to the public at the annual meeting and are printed in the meeting proceedings in the July issue of *Speculum*. Unsuccessful candidates are not notified since the election process is to remain confidential.

*Inductions*

In the year of their election newly elected Fellows and Corresponding Fellows are invited to come to the annual meeting for induction. They may be inducted then or later. The invitations to the annual meeting include a reminder that those who have not been inducted should inform the Executive Director if they intend to be present for induction. The ceremony of induction is conducted at a plenary session sponsored by the fellows and presided over by the President of the Fellows. It consists of the reading of a laudatio, which is prepared by the Orator of the Fellows and the signing of the Fellows book. The book and all relevant files are kept at the Medieval Academy office. The *laudationes* are printed in the minutes of the Fellows.

*Timetable*

Elections will be conducted according to the following schedule:

- 31 October: Nominations due
- 15 November: First Ballot opens
- 7 December: First Ballot closes
- 10 December: Second Ballot opens
- 2 January: Second Ballot closes

*Rev. April 2021*

**III. Publications**

1. *Speculum*

This section covers:

   A. Publisher and Mission

   B. Editorial Staff
   Editor of *Speculum*
   Managing Editor
   Associate Editor
   Editorial Assistant/Assistant Editor
   Editorial Intern
   Copy Editor
   Proofreader

   C. Boards
   Editorial Board
   Review Board
D. Content and Process
Articles
Reviews
Brief Notices and Books Received
Special Issues

E. The University of Chicago Press
Contract
Circulation
Format, etc.

F. Workflow and Internal Production Calendar

G. Submission Guidelines and Style Sheet
Speculum Guidelines
Speculum Style Sheet
A. Publisher and Mission

Speculum, an English-language quarterly founded in 1926, was the first journal in North America devoted to the Middle Ages. It is open to contributions in all disciplinary fields and methodologies studying the Middle Ages, a period that ranges from approximately 500 to 1500. European, Arabic, Byzantine, Hebrew, and Slavic studies are included, though the language of publication is English. The journal is published by the University of Chicago Press in conjunction with the Medieval Academy of America, a learned society incorporated under the laws of the Commonwealth of Massachusetts as a nonprofit educational institution.

The journal aims to include in its constituency and readership the international community of medievalists at all levels and stages in their careers. Given its location, the emphasis of the journal has traditionally been on North American scholars; however, the journal actively seeks and welcomes the participation of scholars throughout the world as contributors, book reviewers, peer reviewers, and board members. Moreover, the journal actively seeks and is committed to promoting diversity, equity, and inclusion on its boards, in the selection of articles it publishes, in its book reviewers, and in its peer-review readers.

Authors of articles, reviews, and peer-reviewers need not be members of the Academy, nor is it a requirement that they reside in North America. However, when appointed to either board, scholars are encouraged to join the MAA and to participate in its activities.

Speculum (SPC) endorses and strives to put into practice the values statement of professionalism, inclusivity, and collaboration of the Council of Learned Journals Editors.

B. Editorial Staff

Editor of Speculum

The Council of the Medieval Academy appoints the Editor of Speculum (EoS), upon whose nomination it also appoints the members of the Review Editors and the Editorial Board.

The person bearing the title and authority, Editor of Speculum, should be first and last responsible for all content that is selected, edited, and published in this journal. One of the primary duties of the EoS is to acquire articles for the journal and to collaborate with authors to shape them for publication. The EoS is also responsible for working with both the Editorial Board and the Review Board and is ultimately answerable to the Medieval Academy’s Council, its members, and its subscribers.

The current position is configured as part-time, requiring around 25 hours per week, though in reality the workflow requires much more. The EoS is appointed for an expected five-year term, subject to acceptable yearly performance reviews, with the possibility of a second five-year term by mutual agreement. The editor should be an established scholar with interdisciplinary expertise or expertise in at least one of the medieval fields represented in the journal and be up-to-date on scholarly trajectories and debates. The EoS should have good organizational and decision-making skills. Experience in journal or book editing is helpful.
The EoS defines and carries out specific editorial policies and practices, in consultation with the Editorial Board and the Review Editors.

The EoS should be familiar with all aspects of the publishing process from seeking and acquiring manuscripts, working closely with authors on revisions, and overseeing the editorial and production processes and teams.

The EoS should also be conversant with new trends and technologies in scholarly communication. This need not require hands-on knowledge of the latest digital technology, but should include a willingness to innovate and the ability to judge and choose among the best practices.

The EoS works closely with Editorial and Review Boards for both articles and reviews and exercises leadership in achieving consensus. At the same time, the EoS should seek and take under consideration the advice offered by board members and other experts. Though the Review Board does not meet as a body except when new board members are trained, the Editorial Board meets four times per year (including at the annual MAA meeting) at which the EoS presides as the chair. An agenda and minutes are prepared for each meeting.

The EoS should also have experience with and an understanding of the business and financial aspects of running a publication, including production and editorial issues, schedules, managing staff, and publicity, alongside the administration of office space and budgets.

The EoS oversees the journal staff and presides at weekly staff meetings.

The EoS should be up-to-date on shared best practices promoted in the editorial community.

**Managing Editor**

The Managing Editor (ME) is currently configured as a part-time (19 hours/week) position reporting to the EoS. The ME oversees the staff of the journal, guiding each issue through production to publication. The ME also assists the EoS in the peer review process and tracks the progress of articles in the Editorial Manager system. The ME should have a proven record of editorial experience in academic publishing and a Ph.D. in a related area of medieval studies, in addition to being organized, detail-oriented, and having excellent interpersonal skills. Reading ability in languages commonly published in SPC is also highly desirable.

The ME oversees and manages the day-to-day production details of the journal. The ME manages the staff, including overseeing the training of new members and liaising with the copy-editor and proof-reader. The ME also serves as the primary liaison with the University of Chicago production team, taking charge of SPC’s internal timetable and the journal’s production duties. The ME receives and checks copy-edited articles and shepherds them through production with the University of Chicago Press, checking the proofs with authors, and finally proofing multiple rounds of the compiled issue in galleys and overseeing the revisions before publication. The ME ensures that all articles and reviews have the necessary components for publication. The ME is also responsible for overseeing the timely compilation and transmission of the book reviews and varia. The ME is responsible for marking all revisions in the final compiled issue.
proofs, handling transmission to UCP, and checking that these edits have been input correctly in the revised proofs.

In the current configuration (as of July 2022), the ME oversees the Boston SPC office (located within the offices of the Medieval Academy) and is therefore responsible for the print copies of books received by the journal for review. The ME is expected to spend approximately 5 hours/week sorting, processing, and mailing books to reviewers.

The ME’s appointment is not term-limited, so that the ME can provide continuity across editorships and serve as the point of contact for the rest of the staff.

**Associate Editor***

This full-time 3-year position is directly under the supervision of the EoS. Primarily the Editor for Reviews, this position also entails some editorial work on the articles and proofing of the full issue in galleys. This editor must have editorial skills and a Ph.D. in any area of medieval studies. Strict attention to detail and communication skills are particularly important. Reading ability in languages commonly published in *Speculum* reviews is also highly desirable.

Duties include transmitting information to the Book Review Editors, transmitting books to reviewers, receiving, organizing, and editing reviews for publication, and using the electronic Editorial Manager system to facilitate and record correspondence and the various stages of the review process. Each issue will publish upwards of 75 reviews, which will have been solicited, assigned, and received by the MAA offices, using the Editorial Manager system. The AE also oversees the compilation and transmission of Books Received and Brief Notices, as well as the Proceedings of the Annual Meeting of the Medieval Academy of America, the Fellows’ Memoirs (published in the July issue), and checks the Annual Table of Contents (which is compiled by the typesetter for the October issue). Finally, the AE reads the articles in the compiled issue proofs for adherence to SPC style and for any errors or typos.

Review assignments are the primary responsibility of the Review Editors, each working within his or her own field. Unsolicited reviews are not accepted by the journal. The Associate Editor coordinates their work. The decision as to whether a book ought to be reviewed (or listed in Brief Notices) is guided for the most part by general principles rather than firm rules. (See below under Content: Reviews.) The Associate Editor is responsible at the submission stage for ensuring that reviews match commonly accepted standards of scholarly discourse: that they are informative to the readership, constructive, that they avoid personal attacks or agendas and that, even if negative, they are fair and help further the conversation in the field under review. If questions arise about the suitability of a review they must be referred to the EoS who has the final responsibility of approval.

*The Associate Editor is the position formerly held by the *Speculum* post-doctoral fellowship appointee which was suspended during the Covid-19 pandemic. The MAA Council in consultation with the incoming EoS at the end of the current term of the Associate Editor will decide if they wish to return to a post-doctoral position.

**Editorial Assistant***
This part-time position, currently configured at 19 hours per week, is directly under the supervision of the EoS. The EA must have editorial skills. A Ph.D. or graduate study in any area of medieval studies is desirable. Strict attention to detail and communication skills are particularly important. Reading ability in French, German, Spanish, Latin and/or Italian or other languages commonly published in Speculum is also highly desirable.

The primary role of the Editorial Assistant is to support the EoS and Associate Editor. Duties include overseeing the book ordering operation as carried out by Editorial Interns, compiling information in a database from on-line and print catalogues and websites, transmitting electronic books to reviewers and ensuring hard copies are requested from publishers for reviewers. In addition, the EA may assist the Associate Editor in preparing the reviews. The EA also works with the EoS, ME, and copy editor to prepare article manuscripts for publication, primarily by formatting the manuscripts to fit SPC style and fact-checking citations for accuracy. The EA also fact-checks all proper names and book citations in the book reviews.

*At the discretion of the EoS this position can be titled Assistant Editor.*

**Copy Editor**

This position is an independent contractor; that is, hired and paid by MAA (from the UCP Editorial Budget) upon the advice and final consent of the EoS. The Copy Editor (CE) need not be a medievalist but should have Latin language training and preferably at least one other, and long-standing experience copy-editing in the humanities.

The CE reviews articles, reviews, the annual Proceedings, and Memoirs. After articles have been accepted for publication and all comments and suggestions for revisions made by the peer reviewers, EoS, and EA have been incorporated into the submitted manuscript, the manuscript is handed off to the CE. The chief duty of the CE is to ensure that content reflects the last revised version of the author’s submission, that all grammar, syntax, and spelling questions are resolved in collaboration with the authors, and citations are brought to the author’s attention, and that the style of the article is made consistent with Speculum style sheets.

Reviews, Proceedings, Memoirs, and Presidential Addresses handled by the Associate Editor with oversight by the CE require a lighter editorial touch, especially reviews, which are commissioned works, completed by experts to length and with a tighter deadline. Editing here should seek clarity and consistency of style to match the Speculum style sheets.

**Proofreader**

The Proofreader (PR) is an independent contractor, that is, hired and paid by MAA (from the UCP editorial budget) upon the advice and final consent of the EoS. The PR should have a Ph.D. in one of the core humanities disciplines covered by Speculum, excellent skills in the Latin language, and reading ability in one of more languages commonly published in Speculum such as Greek, Middle English, French, German, Italian or Spanish. Editorial experience, and preferably publications in one the medieval disciplines published in SPC is also desirable.
The PR reads the entire issue in proofs, noting errors such as punctuation, spelling, typos, translation or production errors, and word usage.

**Editorial Intern**

The Editorial Intern (EI) is a part-time (12 hours/week) position for a current undergraduate or graduate student specializing in some area of medieval studies. The ideal EI has some editorial experience or a strong interest in academic publishing. In the current configuration (July 2022), the EI receives course credit as an apprentice for undertaking SPC work.

The EI reports directly to the EoS but works most closely with the EA. Duties include ordering e-copies of new medieval publications from international publishers. Where e-copies are not available, the EI requests a hard copy be sent to the Boston SPC office. The EI maintains the draft list of Books Received, recording bibliographic information for all books received electronically or in hard copy. The EI is also responsible for compiling the Brief Notices document. In weekly meetings the EI reports to the EA to discuss workflow.

**C. Boards**

**Editorial Board**

Ordinarily, the members of the Editorial Board (EB) serve four-year, nonrenewable terms. They are appointed by the Council upon the recommendation of the EoS. EB members are chosen for scholarly distinction, breadth of interest, and up-to-date knowledge of their fields.

A subcommittee of the Editorial Board makes recommendations to the EoS, taking into full consideration questions of diversity, equity, and inclusion. Scholars with diverse institutional affiliations, geographical locations, and at different career stages are sought. The size of the EB may vary, at the discretion of the EoS, but should reflect as well as possible the fields represented by the article submissions. In a DEI initiative (2021), that also incorporated mentoring of early career scholars of color to the board’s portfolio, the EB appointed two scholars to the board to represent two emerging scholarly fields. Though the fields may change as new early scholars rotate into these positions, it is envisioned that the two newly created seats will continue to be reserved on the EB for early career scholars of color.

Every two weeks members of the EB receive a group of recent article submissions. Guided by a set of rubrics, they then assess the article and decide whether it should go on to peer review. If so, they are asked to furnish names of peer reviewers. If declined, they may furnish journal titles where the article may be better placed. Members of the EB may at times be asked to provide formal evaluations of submissions, or to give advice in difficult cases, such as when the outside readers disagree about the merits of a submission.
The Board meets quarterly as a group, with the EoS presiding. With the exception of the annual meeting at the MAA, all meetings are by teleconference. The purpose of these meetings is to review the material published in the journal, to discuss editorial issues, policies, and emerging issues, to alert the EoS and fellow Board members of recent trends in scholarship, to discuss special issues and initiatives, and to advise the EoS on the scope and mission of *Speculum*’s publishing activities and formats. The EoS prepares an agenda and minutes for each meeting. The EoS also appoints subcommittees for ad hoc tasks such as nominations to the Boards, search committees, or special issues.

**Review Editors**

Ordinarily, the Review Editors serve one three-year term. They are appointed by the Council upon the recommendation of the EoS. A subcommittee of the Editorial Board makes recommendations to the EoS, and are chosen for scholarly distinction, breadth of interest, and knowledge of their fields.

The subcommittee and EoS also give full consideration to questions of diversity, equity, and inclusion in their nominations. Scholars with diverse institutional affiliations, geographical locations, and at different career stages are also sought. The size of the RB may vary, at the discretion of the EoS, but aims to reflect the fields encompassed by contemporary medieval studies.

The primary responsibility of the Review Editors is the assignment of book reviews. The Review Editors are consulted on editorial issues and policies as they arise and are asked to alert the EoS and fellow Board members of recent trends in scholarship and to advise the EoS on the scope and mission of *Speculum*’s publishing activities and formats. The Review Editors are also responsible for reading completed reviews published in their subject areas for accuracy. They are not expected to fact-check or line edit reviews, but rather to bring their general expertise to bear on the contents of each review.

**D. Content and Process**

**Articles**

*Speculum* publishes articles in four categories: regular articles, commissioned interdisciplinary articles, review articles, and clusters of short pieces written on one topic. The vast majority of articles published in *Speculum* are not commissioned, though some articles may be, especially those to be included in special issues (see below).

Following the Editorial Board’s initial determination of the appropriateness of a submission for publication (see above), *Speculum* follows a policy of double-blind peer review of all submissions. The author’s identity is not known to the readers evaluating the submission, and the author does not know the identity of the readers. The article includes only its title, not the name of its author. Authors are requested to avoid self-identification in the argument or documentation of the article.
Preliminary screening is by the Editorial Board, who may choose to decline articles at once if they are unsuitable for *Speculum*. Those recommended for peer review are sent to outside readers, chosen for their expertise in the subject matter and methodology. The number of such readers is usually two. If an article is not likely to be accepted but still requires review, it may be sent to only one reader; if it is interdisciplinary or is likely to be controversial, it may be sent to three or more readers. If the decision of the first two readers is split, the article may be sent to a third or fourth reader, depending on the EoS’s consideration of such factors as length of the review process, prospects of finding suitable reviewers, and the likelihood that a third or subsequent review will break the tie in a convincing, consensual manner.

Using the Editorial Manager system readers can prepare two reports: one that is confidential and for the purposes of the EoS; and a second that can be sent to the authors as written. Ordinarily, the EoS forwards the reports to the author with her recommendations for the submission. On occasion, if warranted, the EoS may choose to summarize or edit reports or to make no use of the reports at all when corresponding with the authors.

The final decision to accept or reject articles is made by the EoS.

Submissions and the review process are tracked with the help of the Editorial Manager platform. Reminders are sent to readers whose reports are overdue. Readers are asked for reports within 40 days so that a decision can be made ideally within three to four months, although the process generally takes longer.

**REGULAR ARTICLES**

In most cases articles are submitted on the author’s own initiative. The EoS, the Review Editors, and members of the Editorial Board are requested to encourage the submission of articles by scholars who are known to be doing significant work in their fields.

Articles may be submitted on any medieval topic. All disciplines, methodologies, and approaches are welcome, especially those that are interdisciplinary. In keeping with the Academy’s goal of representing all fields of medieval studies, individual issues usually include articles on a variety of subjects, in a variety of disciplines.

Articles on interdisciplinary topics or articles that tackle large interpretative questions, undertake the synthetic analysis of major methodologies, or consider newer theoretical approaches to medieval studies are encouraged. Highly focused studies are welcome, but preference will be given to articles of interest to readers in more than one discipline and beyond the specialty in question. Authors should consider the multidisciplinary audience of *Speculum*, should craft their material to appeal to a large audience of medievalists, and should provide sufficient context for readers who are not already experts in the subject matter of their articles. *Speculum* encourages submissions from authors who have not previously submitted work to the journal.
Translations and editions of medieval texts will only be considered for publication when they are an essential part of a larger study; in such cases, the edition or translation may be included as either a printed or online appendix.

Articles should present original scholarship of the highest quality. Preliminary notes on research still in progress are not acceptable, since *Speculum* articles should be mature pieces of work, likely to be of long-term value. Work that will soon be published in essentially the same form, as part of a book or that is already available on the Internet should not be submitted. Articles are considered for publication on the assumption that they are not being considered for publication by another journal. For more on author rights see: https://www.journals.uchicago.edu/journals/spc/jrnl_rights#rights

The President’s address at the annual meeting is ordinarily published in the October or January issue of the year it is delivered, though not all presidents choose to publish their presidential address. It is not subject to peer review but it is lightly copy-edited.

COMMISSIONED INTERDISCIPLINARY ARTICLES

Occasionally, the EoS, in consultation with the Editorial Board, may commission an article on an important topic in medieval studies that is of particular interest to scholars working in a variety of disciplines. The purpose of such an article is to review the state of scholarship on the topic, analyze scholarly trends and methodologies, discuss major issues that have received attention or need greater attention, and suggest new directions for future scholarship on the topic.

Such articles will always be the exception and ordinarily do not appear more often than one per volume. As with regular submissions, such articles will be subject to peer review.

REVIEW ARTICLES
Review articles are commissioned by the EoS. The Review Editors and Editorial Board are asked to suggest appropriate topics and authors.

The review article is usually defined as a comprehensive examination of three or more books on a specific theme or topic. The books under review should lend themselves to a coherent framework for discussion, and the reviewer should be a scholar who has expertise in the subject, i.e., to assess the state of the question, contextualize the work in the literature, and to propose new lines of research. It is rare that a review article will be based primarily on a single book, though paradigm-changing books may at time demand a review article. Review articles are not subject to peer review but are approved by the EoS and the appropriate Review Editor (or member of the Editorial Board) before publication.

CLUSTERS
Clusters are comprised of a series of short articles (normally half the length of an average SPC article) each of which contribute to a defined topic or theme. Clusters may be commissioned by the EoS or brought to the journal by an author who has an interest in promoting the topic. In the case of the latter, the author submits a proposal for the cluster which is then brought to the Editorial Board. If the Editorial Board agrees that the cluster is appropriate for the journal, the papers are then sent out to peer review. Ordinarily, one reviewer is assigned to each piece and one reviewer for the entire cluster.

SPECIAL OR THEMED ISSUES

Special issues of Speculum, in which the article section is devoted to a specific subject, fill an important function, but it is important that topics and guest editors be chosen carefully after due deliberation. Special issues work best when they are devoted to questions of critical importance that are of interest to medievalists as a whole and when they are designed to produce a coherent discussion of those questions. Proposals for special issues of Speculum may be suggested by the EoS and solicited upon the recommendation of the Editorial Board or may be submitted directly by a guest editor (or team of editors) to the EoS, who may suggest revisions before forwarding the proposal to the Editorial Board. Once the Editorial Board approves a proposal for a special issue, the EoS notifies the guest editor and outlines the procedures and schedule that should be followed. Ordinarily, the first step is to issue a call for papers, which should provide a rationale for the special issue and be sufficiently detailed to indicate the kinds of articles appropriate for the issue, while not being so restrictive that it limits the range of articles submitted. Papers should be submitted to the guest editor and should follow Speculum submission guidelines.

The guest editor should acknowledge all submissions, inform authors regarding the evaluation procedures, and schedule to be followed, and include an explanation that the decision to publish rests with the Speculum Editorial Board and EoS, who may give approval for the issue to proceed, request to see one or more of the submitted articles, request that additional articles be solicited, or determine that the response to the call for papers does not merit publication of a special issue.

Once the EoS has notified the guest editor that the special issue may proceed to the next stage, the guest editor will ask specialist readers to evaluate articles that are being considered for inclusion in the special issue. The guest editor is responsible for making the editorial decisions required to produce a successful issue. Revisions requested of authors should be designed to improve the coherence of the issue as well as to strengthen the scholarship and presentation of individual articles. Revised articles must follow Speculum style. The guest editor should submit the completed manuscript to the EoS, along with written evaluations by the editor and specialist readers. The EoS may circulate the manuscript and evaluations to the entire Editorial Board, a subcommittee, or selected board members for review. In some cases, the Editorial Board may request that the EoS seek additional evaluations.

The Board may recommend acceptance of all, some, or none of the completed manuscript; it may also make suggestions for revisions prior to publication. The final decision with regard to special issues is that of the EoS.

WEBINARS

EoS may choose to organize webinars to publicize any special or themed issues of the journal.
REVIEWS

*Speculum* provides representative review coverage of the work published in all fields of the study of the western Middle Ages and attempts to be as global as possible. The reviews section ordinarily publishes between 70 and 80 reviews per issue and designates ample space for thorough treatment of substantial books by individual scholars. Since much cutting-edge scholarship is published in collections of essays, space is also allotted for reviews of edited volumes of collected essays.

Work that is very specialized or of limited significance to the field as a whole is generally given a Brief Notice or listed in Books Received. Editions and translations of medieval works are reviewed selectively, as are books devoted only in part to the medieval period. Reference works, such as dictionaries, may be reviewed, at least in brief. Bibliographies, manuscript catalogues, and exhibition catalogues may be reviewed if the accompanying essays contribute new scholarship or interpretations to the field. Books on the history of medieval scholarship and biographies of important medievalists are occasionally reviewed. Survey-style textbooks are generally not reviewed, but other exceptional works intended primarily for classroom use may be considered. Digital Humanities publications are reviewed as regular publications. Films, exhibitions, theater, and works in other media may also be considered depending upon their subject matter, methodology, and general contribution to the advancement of medieval studies and their methodologies.

Works submitted for review are listed in Books Received if they are pertinent to medieval studies, a criterion that is interpreted generously. However, journals and hardcover annuals are not listed in this section.

Reviewers are chosen by the subject area Review Editor for their expertise in the subject matter. Efforts are also made to find reviewers of diverse backgrounds. The ideal reviewer is sympathetic but critical, without bias toward or against the author, the subject, or the methodology. Personal conflicts of interest are especially to be avoided.

The editors do their best to ensure that reviews are fair to the author and to the work. Although reviewers speak for themselves, and their judgments should not be understood to be sanctioned by the editors, the editors reserve the right to reject reviews that do not meet the expected standards of professionalism, competence, and fairness. Reviews are read before publication by the Associate Editor and the relevant Review Editor (and if necessary by the EoS) and edited for any issues, including overall fairness, breaches of professional conduct, including personal attacks, and obvious errors. They are then transmitted to the Copy Editor for copy-editing according to *Speculum* style.

Reviewers are given instructions that suggest a maximum length. The usual length is 900 words, but there is some variation available between 600 or 1,200 words. A still longer maximum (1,500 words) is allotted for reviews of two publications, and may be thought desirable in some other cases for a single publication at the discretion of the Review Editor. The reviewer is also asked to inform the Associate Editor if he or she believes that a review should not be published.
Reviews are to be completed within four months. The first criterion by which a review is judged is that it provides clear description of the content of the book and of the author’s method and purpose. Thereafter the editors look for honest and fair critical judgment applied to an assessment of the book’s strengths and weaknesses and for an indication of the importance of the book in the context of other scholarship.

Elaborate scholarly apparatus (footnotes, charts, illustrations) is not permitted. Long lists of errata are to be avoided. A summary statement and a few examples are usually adequate.

Editorial Manager is used to track book reviews from start to finish. The Associate Editor monitors the workflow of reviews and aims to secure the publication of reviews not more than one year after they are received.

Brief Notices and Books Received

Brief Notices are unsigned and are prepared by the Editorial Intern in consultation with the Editorial Assistant. They are used to list the individual contributions to a collective volume or to provide a brief, purely descriptive notice of a book. They are copyedited for consistency and accuracy by the EA under the supervision and review of the Associate Editor.

The contents of journals, including hardcover annuals, are not listed in Brief Notices.

Books Received is a list of all books received for review in the quarter before the issue is compiled.

E. University of Chicago Press/MAA Contract

A contract for the publication of *Speculum* was signed with University of Chicago Press (UCP) in March 2015 for an initial term of 5 years from 1/1/2016 to 12/31/2020. It was renewed in 2019 until 12/31/2025. Publication includes an annual volume of 4 issues of 340 pages each or 1360 pages/volume. Ownership is retained by the MAA. The SPC staff works directly with the UCP publishing team and is responsible for the relationship with UCP.

Under this contract UCP is responsible for, and covers the cost of, all production and distribution to members and subscribers, including print and electronic formats; for warehousing, insurance, and stocking of the journal; and for supplying free copies, digital offprints, and complimentary copies. UCP is responsible for the typesetting, paper, printing, and compiling the on-line and digital issues but follows the MAA’s pre-existing and evolving specifications; for distributing PDF proofs to authors, to reviewers, to the SPC staff; and for implementing corrections submitted and approved by the EoS, ME, and AE. UCP provides an electronic Editorial Manager system free of charge to the MAA for this production workflow.
Acknowledging the pre-existing contract with JSTOR, UCP remits one hundred percent of JSTOR archive royalties to the MAA.

UCP is responsible for sales and marketing, advertising in the journal, and collecting subscription income. UCP sets subscription rates annually (every spring), in consultation with the MAA.

As part of the agreement UCP provides MAA members with a 30% discount on all UCP books and selected Chicago journals, and 20% discount on Chicago Manual of Style.

UCP also provides an editorial support budget which increases annually by 3%. For example, the budget was $45,212 in 2021, and this increased by 3% to $46,568 in 2022. By 2025 the amount will be $50,886.

Under the terms of this contract the MAA is responsible for the Editorial Boards and editorial policy. The journal establishes the contents and schedule of each issue, prepares the TOC, reads proofs, checks authors’ corrections, submits approved corrections to UCP, submits and checks the quality of artwork, charts, and tables, and collects permissions and copyright forms from contributors to *Speculum*.

The MAA maintains members mailing lists, submitting them quarterly to UCP for distribution of *Speculum*.

The MAA provides UCP display space as a publisher at its Annual Meeting.

**Circulation**

Members of the Medieval Academy receive *Speculum* as part of the benefits of membership. Institutions receive *Speculum* as subscribers and pay tiered subscription rates determined by UCP in consultations with the MAA (annually in the spring).

**Format and Specifications, etc.**

*Speculum* is a quarterly journal, published in January, April, July, and October. The length of the issues varies. About 300–330 pages (including front matter and advertising) is the present norm.

On the average an issue contains 140 pages of articles and 140 pages of reviews, and 20 pages of other material. The front matter and advertisements average 20 pages per issue. The July issue includes the Proceedings of the Annual Meeting of the MAA, Memoirs of Fellows and Corresponding Fellows, and a list of Academy donors in the preceding year. The October issue contains the annual Table of Contents.
Advertising is accepted but is handled by University of Chicago Press under the terms of the contract. The EoS may reject advertising that is inappropriate for the audience of the journal.

F. Work Flow and Production Calendar (Abbrev.)

Sample Calendar (2021-22)

OCTOBER:
10/15: APRIL: Articles to EA for factchecking
10/25: JANUARY: ALL REVIEWS TO TYPESETTING

NOVEMBER:
11/12: APRIL: EA to have all factchecked articles to CE
11/12: JANUARY: PAGINATION DEADLINE: FULL ISSUE IN TO UCP
11/19: JANUARY: WHITES ARRIVE

DECEMBER
12/1: APRIL: AE have reviews to BREs for factchecking
12/7: JANUARY: FINAL WHITES SUBMITTED TO UCP
12/10: APRIL: CE to have all copyedited articles finished

EoS: Prepares Agenda and Minutes; Chairs 4Q EB Meeting

JANUARY:
1/4: APRIL: MAJORS DUE TO UCP
1/19: APRIL: CE to all have all copyedited reviews to AE for transmission to UCP
1/21: JULY: Articles to EA for factchecking

EoS: Prepares Annual Budget
FEBRUARY:
2/2: APRIL: ALL REVIEWS TO TYPESETTING
2/22: APRIL: PAGINATION DEADLINE
2/18: JULY: EA to have all factchecked articles to CE

EoS: Invitations prepared for candidates for Review and Editorial Boards for recommendation to MAA Council.; Prepare report of EoS for Council and business meeting at annual meeting

MARCH:
3/1: APRIL: WHITES ARRIVE
3/1: JULY: Deadline for Annual Meeting reports to AE; AE begins compiling proceedings
3/15: APRIL: FINAL WHITES SUBMITTED TO UCP
3/18: JULY: CE to have all copyedited articles to EoS

EoS: Attend Council and Business Meetings at the MAA Annual Meeting and give report of EoS prepares agenda and minutes; Chairs 2Q meeting of the Editorial Board.

APRIL:
4/6: JULY: MAJORS/Cover DUE to UCP
4/25: JULY: CE to all have all copyedited reviews and Proceedings to AE for transmittal
4/29: OCTOBER: Articles to EA for factchecking

MAY:
5/2: JULY: ALL REVIEWS TO TYPESETTING
5/19: JULY: PAGINATION DEADLINE
5/26: JULY: WHITES ARRIVE
5/27: OCTOBER: EA to have all factchecked articles to CE

JUNE:
6/10: JULY: FINAL WHITES SUBMITTED TO UCP
6/24: OCTOBER: CE to have all copyedited articles to EoS

EoS: Prepares Agenda and Minutes, Chairs 3Q EB Meeting

JULY:
7/8: OCTOBER: MAJORS/Cover DUE TO UCP
7/21: JANUARY: Articles to AE for factchecking

AUGUST:
8/3: OCTOBER: ALL REVIEWS TO TYPESETTING
8/18: JANUARY: EA to have all factchecked articles to CE
8/22: OCTOBER: PAGINATION DEADLINE
8/22: JANUARY: AE to begin prepping reviews
8/29: OCTOBER: WHITES ARRIVE

SEPTEMBER:
9/13: OCTOBER: FINAL WHITES SUBMITTED TO UCP
9/15: JANUARY: CE to have all copyedited articles to EoS
9/29: JANUARY: MAJORS DUE TO UCP
9/26: JANUARY: AE to have all reviews to CE for copyediting

EoS: Prepares Agenda and Minutes, Chairs 4Q EB Meeting

H. Submission Guidelines/Style Sheet

Submission Guidelines are posted on both the UCP and MAA websites and are updated frequently: https://www.medievalacademy.org/page/submission_guideline
The SPC style sheet is updated regularly and is posted on both the MAA and UCP websites and can be found here: https://www.medievalacademy.org/page/StyleSheet

Sources: Rick Emmerson’s description, job descriptions Spring/Summer 2011, revised job descriptions 9/11, assistant editor announcement 1/12, website submissions guidelines and style sheet 1/12, Ron Musto’s revisions of above, UCP contract, and additions and revisions made by Katherine L. Jansen and Taylor McCall 2/22.

2. Committees

A. Publications Advisory Board

Purpose:
To recommend readers for manuscripts submitted for publication by Medieval Academy Books, advise the Executive Director regarding the acceptance or rejection of book manuscripts, provide long-range planning for the book series and help attract submissions, and suggest improvements in the Academy's book publication program.

Composition
The Executive Director and four members appointed by Council.

Term:
Four years, rotating. The senior member serves as Chair.*

B. Digital Initiatives Advisory Board [DEFUNCT as of 2017]

Term
Three years, renewable for a second term.

Purpose:
To advise the Medieval Academy on the Academy's own digital initiatives and on its participation in related initiatives.

Selection Process
Appointment by Council.

Members
Lisa Bitel (2019), Univ. of Southern California (Chair)
Scott Kleinman (2019), California State Univ., Northridge
Maryanne Kowaleski (2018), Fordham Univ.
Lynn Ransom (2019), Schoenberg Institute for Manuscript Studies, Univ. of Pennsylvania
Timothy Stinson (2017), North Carolina State Univ.
Lisa Fagin Davis, Executive Director of The Medieval Academy
* The date in parentheses is the final year of the incumbent's current term in office, which is renewable for a second term. The administrative year for committees runs from annual meeting to annual meeting.

Sub-Committees: As of September 2012, the Electronic Editions Advisory Board and the Committee on Electronic Resources were discontinued.
C. MART Editorial Board [DEFUNCT as of 2014]

Purpose
To select titles for and oversee the Medieval Academy Reprints for Teaching.

Composition
A chair and four members and one or two representatives of the University of Toronto Press

Selection Process
Appointed by the Council.

Term:
Five years, rotating, renewable.*

Members:
David Staines (2012), Univ. of Ottawa, Chair
Matilda Bruckner (2015), Boston Coll.
Joseph W. Goering (2012), Univ. of Toronto
Douglas Hildebrand, Univ. of Toronto Press
Amy Hollywood (2013), Harvard Divinity School
Suzanne Rancourt, Univ. of Toronto Press
Pamela Sheingorn (2014), Baruch Coll. and the Graduate Ctr., C.U.N.Y.

The date in parentheses is the final year of the incumbent's current term in office. The administrative year for committees runs from annual meeting to annual meeting.

Pool: Open

(Source: Council action, 1996)
IV. Appendices: Lists of Office Holders, Committee Members, etc.

1. Presidential Officers

http://www.medievalacademy.org/?page=Governance

A. Current Presidential Officers

2021-22

President: Maureen Miller University of California, Berkeley History
First Vice President: Robin Fleming Boston College History
Second Vice President: Sara Lipton Stonybrook University History

B. Past Presidents

<table>
<thead>
<tr>
<th>President</th>
<th>Term</th>
<th>Field</th>
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<tbody>
<tr>
<td>Thomas Dale</td>
<td>2021–22</td>
<td>Art History</td>
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<tr>
<td>Renate Blumenfeld-Kosinski</td>
<td>2020–21</td>
<td>French</td>
</tr>
<tr>
<td>Ruth Mazo Karras</td>
<td>2019–20</td>
<td>History</td>
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<tr>
<td>David Wallace</td>
<td>2018–19</td>
<td>English</td>
</tr>
<tr>
<td>Margot Fassler</td>
<td>2017–18</td>
<td>Musicology</td>
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<tr>
<td>Carmela Vircillo Franklin</td>
<td>2016–17</td>
<td>Classics</td>
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<td>Barbara Newman</td>
<td>2015–16</td>
<td>English</td>
</tr>
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<td>William Chester Jordan</td>
<td>2014–15</td>
<td>History</td>
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<td>Richard Unger</td>
<td>2013–14</td>
<td>History</td>
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<td>Maryanne Kowaleski</td>
<td>2012–13</td>
<td>History</td>
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<td>Alice-Mary Talbot</td>
<td>2011–12</td>
<td>Byzantine Studies</td>
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<td>Elizabeth A.R. Brown</td>
<td>2010–11</td>
<td>History</td>
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<td>Herbert Kessler</td>
<td>2009–10</td>
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<td>Patrick Geary</td>
<td>2008–09</td>
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<td>Bernard McGinn</td>
<td>2007–08</td>
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<td>Roberta Frank</td>
<td>2006–07</td>
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<td>Barbara A. Hanawalt</td>
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<td>2003–04</td>
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<td>2001–02</td>
<td>Music</td>
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<td>2000–01</td>
<td>Literature: comparative</td>
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<td>Robert Brentano</td>
<td>1999–2000</td>
<td>History</td>
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<td>Caroline W. Bynum</td>
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<td>1991–92</td>
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<td>Paul J. Meyvaert</td>
<td>1990–91</td>
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<td>Archibald R. Lewis</td>
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Fred C. Robinson  1983–84  Literature: English
David J. Herlihy  1982–83  History
Robert M. Luminzky  1981–82  Literature: English
E. Talbot Donaldson  1980–81  Literature: English
Giles Constable  1979–80  History
Samuel E. Thorne  1978–79  History
Gerhart B. Ladner  1977–78  History
Morton W. Bloomfield  1976–77  Literature: English
Paul Oskar Kristeller  1975–76  History
Stephan Kuttner  1974–75  History
Ruth J. Dean  1973–74  Literature: French
Lynn Townsend White, jr.  1972–73  History
Kenneth M. Setton  1971–72  History
Hamilton Martin Smyser  1969–71  Literature: French/English
Joseph R. Strayer  1966–69  History
Albert Croll Baugh  1963–66  Literature: English
Bethold Louis Ullman  1960–63  Literature: Latin
Ernest Hatch Wilkins  1957–60  Literature: Italian
Austin Patterson Evans  1954–57  History
William Edward Lunt  1951–54  History
Fred Norris Robinson  1948–51  Literature: English
George Raleigh Coffman  1945–48  Literature: English
John Strong Perry Tatlock  1942–45  Literature: English
Jeremiah Denis Matthias Ford  1939–42  Literature: Romance languages
Charles Henry Beeson  1936–39  Literature: Latin
Ralph Adams Cram  1933–36  Art history
Dana Carleton Munro  1930–33  History
John Matthews Manly  1927–29  Literature: Latin
Edward Kennard Rand  1925–26  Literature: Latin

C. Past Vice-Presidents

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<tr>
<th>FIRST VICE-PRESIDENT</th>
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<tr>
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<td>Renate Blumenfeld-Kosinski</td>
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<td>Ruth Mazo Karras</td>
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John V. Fleming  Lester K. Little  2001–02
Andrew Hughes  John V. Fleming  2000–01
Joan M. Ferrante  Andrew Hughes  1999–2000
Theodore M. Andersson  Robert Brentano  1997–98
Caroline W. Bynum  Theodore M. Andersson  1996–97
John W. Baldwin  Caroline W. Bynum  1995–96
Linda Ehram Voigts  John W. Baldwin  1994–95
Thomas N. Bisson  Linda Ehram Voigts  1993–94
V. A. Kolve  Madeline H. Caviness  1991–92
Marcia L. Colish  V. A. Kolve  1990–91
Paul J. Meyvaert  Marcia L. Colish  1989–90
Archibald R. Lewis  Paul J. Meyvaert  1988–89
John H. Mundy  Archibald R. Lewis  1987–88
John H. Fisher  John H. Mundy  1986–87
Katherine Fischer Drew  John H. Fisher  1985–86
Eleanor M. Searle  Katherine Fischer Drew  1984–85
David Herlihy  Fred C. Robinson  1981–82

VICE–PRESIDENT

Robert M. Lumiansky  1980–81
E. Talbot Donaldson  1979–80
Giles Constable  1978–79
Samuel E. Thorne  1977–78
Gerhart B. Ladner  1976–77
Morton W. Bloomfield  1975–76
Paul Oskar Kristeller  1974–75
Stephan Kuttner  1973–74
Ruth J. Dean  1972–73
Lynn Townsend White, jr.  1971–72
Kenneth M. Setton  1970–71

FIRST VICE–PRESIDENT  SECOND VICE–PRESIDENT  THIRD VICE–PRESIDENT
Coffman (1938–41)  Thordike (1940–43)  Neilson (1939–42)

Willard (1926–28)  Willard (1925–26)
Haskins (1925–26)
2. **Treasurers**

http://www.medievalacademy.org/?page=Governance

**CURRENT**

Aden Kumler 2020-

**PAST TREASURERS**

- Eugene W. Lyman 2010–20
- Barbara A. Shailor 2001–10
- Charles T. Wood 1990–01
- Stanley J. Kahrl 1987–89
- Larry D. Benson 1985 (Acting Treasurer)
- Norton Downs 1976–85 (Assistant Treasurer, 1973—)
- John Nicholas Brown 1925–75

3. **Executive Directors**

http://www.medievalacademy.org/?page=Governance

- Lisa Fagin Davis (Acting in 2013) 2013–
- Eileen Gardiner & Ronald G. Musto 2011–13
- Paul E. Szarmach 2006–11
- Paul J. Meyvaert 1971–81
- Van Courtlandt Elliott 1964–70
- Charles R.D. Miller 1942–64
- George William Cottrell, Jr. 1933–42
- John Marshall 1926–33

4. **Councillors**

http://www.medievalacademy.org/?page=Governance

- Adam Cohen (2022-2025)
- Tracy Chapman Hamilton
- Constant Mews
- Julia Walworth
- Elisheva Baumgarten (2021-2024)
- Marina Brownlee
- Celia Chazelle
- William Monroe
- Lisa Bitel (2020-23)
- Seeta Chaganti
- Geraldine Heng
- Laura Morreale
- Elina Gerisman (2020-23) [replacing Kathryn Smith and then Geraldine Heng]
- Shirin Fozl (2021-2023) [replacing Seeta Chaganti]
- Lynda Coon (2019-22)
- Hussein Fancy
- Fiona Griffiths
- Anne Latowsky
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<td>Raymond Clemens</td>
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<td>Valerie Garver</td>
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<td>Kathryn Smith</td>
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<td>Michael Bailey</td>
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<td>Therese Martin</td>
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<tr>
<td>Matthew Gabriele</td>
<td>(2016-19)</td>
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<td>Sharon Kinoshita</td>
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<td>Amy Livingstone</td>
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<td>Jerry Singerman</td>
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<td>Robert Bjork</td>
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<td>Susan Einbinder</td>
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Teodolinda Barolini (2007–10)
Paul Edward Dutton
David Klausner
Elizabeth Sears

Catherine Conybeare (2006–09)
Monica H. Green
Paul R. Hyams
Anne Walters Robertson

E. Ann Matter (2005–08)
Alastair Minnis
Robin Chapman Stacey
Bonnie Wheeler

Dyan Elliott (2004–07)
Thomas J. Heffernan
Richard Kieckhefer
Lawrence Nees

Carol J. Clover (2003–06)
Olivia Remie Constable
Alice–Mary Talbot
Grover A. Zinn

Robert E. Bjork (2002–05)
Michael W. Herren
Carol Dana Lanham
Lucy Freeman Sandler

Joan Cadden (2001–04)
William J. Courtenay
Mark D. Jordan
Amy Remensnyder

Steven Epstein (2000–03)
Sharon Farmer
Jaroslav Folda
Barbara Newman

Anne L. Clark (1999–2002)
Pamela Sheingorn
William P. Stoneman
Richard W. Unger

Ruth Mazo Karras
Kathryn Kerby-Fulton
M. Teresa Tavormina

Helen Damico
Consuelo W. Dutschke
R. Stephen Humphreys
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5. **Delegate to the American Council of Learned Societies**

http://www.medievalacademy.org/?page=Governance

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6. **Finance Committee**

http://www.medievalacademy.org/?page=Finance

**CURRENT MEMBERS**

Aden Kumler (2025), Treasurer, Univ. of Basel
Mark Kerwin (2021), Museum of Fine Arts, Boston
Kathryn L. Reyerson (2019), Univ. of Minnesota
Bonnie Roe (2025)
Grover A. Zinn, Jr. (2022), Oberlin Coll. Emeritus

**HISTORICAL LIST**

Eugene W. Lyman 2010-20 (member and Treasurer)
Felice Lifshitz 2010-20
John J. Contreni 2010-19
Daniel Weiss 2014-15
William P. Stoneman 2010-14
Eugene Lyman 2005-10
Lester Little 2006-10
Emily Rose 2004-09
David Anderson 2001-06
Milton McC. Gatch 2001-10
Elizabeth C. Parker 2000-10
Barbara A. Shailor 1999–01
Paul E. Szarmach 1995–05
John B. Henneman, Jr. 1990-98
Charles Blyth 1987-95
John F. Leyerle 1984–01
Stanley J. Kahrl 1985–87
Florence H. Ridley 1979–90
Charles T. Wood 1979-90
Larry D. Benson 1974-87
Bryce D. Lyon 1968-85

**CHAIR OF THE ENDOWMENT**

John F. Leyerle 1988–00

**CHAIR OF MEMBERSHIP**

Florence H. Ridley 1991–00

7. **CARA**

http://www.medievalacademy.org/?page=CARA_com

Current Members of Executive Committee

*Chair*
Sean Gilsdorf (2024), Harvard Univ.

*Secretary*
Lisa Fagin Davis (*ex officio*, Medieval Academy of America)
Executive Committee
Lauren Mancia (2026), Brooklyn College
Nahir Otaño-Gracia (2025), Univ. of New Mexico
Maya Soifer Irish (2026), Rice Univ.
Kisha Tracy (2025), Fitchburg State Univ.
Renée Trilling (2023), Univ. of Illinois, Urbana-Champaign
Matthew Vernon (2025), Univ. of California at Davis

CARA Teaching Award Committee
Sean Gilsdorf (ex officio), Harvard Univ.
Lauren Mancia, Brooklyn College
Nahir Otaño Gracia, Univ. of New Mexico
Kisha Tracy, Fitchburg State Univ.

Kindrick-CARA Service Award Committee
Sean Gilsdorf (ex officio), Harvard Univ.
Maya Soifer Irish, Rice Univ.
Renée Trilling, Univ. of Illinois, Urbana-Champaign
Matthew Vernon, Univ. of California at Davis

CARA Regional Conference Grant
Sean Gilsdorf (ex officio), Harvard Univ.
Nahir Otaño Gracia, Univ. of New Mexico
Maya Soifer Irish, Rice Univ.
Renée Trilling, Univ. of Illinois, Urbana-Champaign

MAA/CARA Graduate Student Summer Scholarships
Sean Gilsdorf (ex officio), Harvard Univ.
Lauren Mancia, Brooklyn College
Kisha Tracy, Fitchburg State Univ.
Matthew Vernon, Univ. of California at Davis

Director of Conference Programs
Nahir Otaño-Gracia, Univ. of New Mexico

Ex Officio, Non-Voting Members
Lisa Fagin Davis, Executive Director of The Medieval Academy
Gale Sigal, President of TEAMS, Wake Forest Univ.

Ex Officio, Non-Voting Members
Lisa Fagin Davis, Executive Director of The Medieval Academy
Gale Sigal, President of TEAMS, Wake Forest Univ.

9. Nominating Committee
http://www.medievalacademy.org/?page=Nominating

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<th>Committee Members</th>
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<td>Akash Kumar</td>
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<td>Michelle M. Sauer</td>
<td>2023-26</td>
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<td>Margaret Graves</td>
<td>2022-25</td>
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John Tolan 2022-25
Daisy Delugo 2021-24
Carol Symes 2021-24
Alison Beach 2020-23
Cord Whitaker 2020-23
Jessica Goldberg 2018-20
Sif Ríkharðsdóttir 2018-20
Bernice Kaczynski 2017-19
Susan Kramer 2017-19
Sean L. Field 2016-18 2019-20
Fiona Griffiths 2016-18
Adam J. Kosto 2015-17
Brett Edward Whalen 2015-17
Jessica Brantley 2014-16 2023-2024
Marjorie Woods 2014-16
Ken Pennington 2013–15
Scott Bruce 2013–15
Nancy Van Deusen 2012–14
Nicholas Watson 2012–14
Thomas Dale 2011–13 2017-18
Olivia Remie Constable 2011–13
Sabine MacCormack 2010–12
Richard Rouse 2010–12
Sharon Farmer 2009–11 2015-16
Paolo Squatriti 2009–11
Susan Crane 2008–10
Steve Fanning 2008–10
Michael Kulikowski 2007–09
Anders Winroth 2007–09
Brigitte Miriam Bedos-Rezak 2006–08
Adam S. Cohen 2006–08 2016-17
Allen J. Frantzen 2005–07
Paul Strohm 2005–07
Ruth Steiner 2004–06
Dorothy F. Glass 2003–05
Susan J. Ridyard 2003–05
Rachel Fulton 2002–04 2010–11
Andrew Taylor 2002–04
Renate Blumenfeld-Kosinski 2001–03 2013–14
George Economou 2001–03
M. Michele Mulchahey 2000–02 2011–12, 2021-22
Ralph J. Hexter 2000–02 2004–05
Teofilo F. Ruiz 1999–2001
Marilyn Stokstad 1999–2001
Mary Carruthers 1998–2000
Mary Pennington 1998–2000
Barbara Newman 1997–99
David Ganz 1996–98
Bert Hall 1996–98
Anne L. Clark 1996–97
Julia M. H. Smith 1995–96
John B. Friedman 1994–96
Pamela Sheingorn 1994–96
Heiko Oberman 1993–95
Gabrielle M. Spiegel 1993–95
Virginia Brown 1992–94
Kevin Brownlee 1992–94
Janet M. Martin 1990–92 2000–01
Winthrop Wetherbee 1989–91
Herbert L. Kessler 1988–90 2002–03
Thomas S. Burns 1987–89
Carmela V. Franklin 1987–89 2001–02
Mary A. Rouse 1986–88 2006–07
Timothy Runyan 1985–87
Alice–Mary Talbot 1985–87
Uta–Renate Blumenthal 1984–86
Joan Ferrante 1984–86
Meredith P. Lillich 1983–85
Barbara Hanawalt 1982–84
Charles A. Owen, Jr. 1982–84
Carol Clover 1981–83 1994–95
Michael Altschul 1980–82
Denton Fox 1980–81 1984–85
Meredith P. Lillich 1980–81
Caroline W. Bynum 1979–80 1989–90
Lowrie J. Daly, S.J. 1979–80
Jane Hayward 1979–80
Daniel J. Sheerin 1979–80
Patrick K. Ford 1978–79
Constance B. Hieatt 1978–79 1982–83
W. Eugene Kleinbauer 1978–79
John Fisher 1977–78
C. Warren Hollister 1977–78 1983–84
Barbara Sargent 1977–78
Alice Colby–Hall 1976–77
Alfred David 1976–77 1977–78
Paul Clogan 1975–76
James J. Murphy 1975–76 1990–91
John Wippel 1975–76
Norman Zacour 1975–76 1986–87
Alfred Kellogg 1974–75
Florence McCulloch 1974–75 1975–76
10. Graduate Student Committee

http://www.medievalacademy.org/?page=Graduate_Students

<table>
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<th>Member</th>
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<td>Will Beattie</td>
<td>University of Notre Dame</td>
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<td>Maria Thomas</td>
<td>Vrije Universiteit Amsterdam</td>
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<td>Rutgers University</td>
<td>2021-2023</td>
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<td>University of California–Los Angeles</td>
<td>2021-2023</td>
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<td>Case Western Reserve University</td>
<td>2021-2023</td>
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11. Annual Meetings

http://www.medievalacademy.org/?page=Past_Meetings

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**12. Medieval Academy Annual Meeting Plenary Lectures**

Medieval Academy of America, Annual Meeting
Plenary Speakers, 2003-present
2025:
President: Sara Lipton

2024:
President: Robin Fleming

2023:
President: Maureen Miller (Univ. of California at Berkeley)
Opening: Suzanne Conklin Akbari
Fellows: Anne Dunlop

2022:
President: Thomas Dale (Univ. of Wisconsin)
Opening: Seeta Chaganti
Fellows: Roland Betancourt

2021:
President: Renate Blumenfeld-Kosinski (Univ. of Pittsburgh)
Opening: Teodelinda Barrolini
Fellows: D. Fairchild Ruggles

2020:
President: Ruth Mazo Karras (Trinity College, Dublin)
Opening: Peggy McCracken (Univ. of Michigan)
Fellows: Teo Ruiz (UCLA)

2019:
Opening: Nora Berend (University of Cambridge)
President: David Wallace, Univ. of Pennsylvania
Fellows: Columba Stewart (Saint John’s School of Theology and Seminary, executive director of Hill Museum and Manuscript Library)

2018:
Opening: Finnbar Barry Flood, New York University
President: Margot Fassler, University of Notre Dame
Fellows: Michael McCormick, Harvard University

2017:
Opening: Marina Rustow, Princeton University
President: Carmela Vircillo Franklin, Columbia Univ.
Fellows: Monica Green, Arizona State Univ.

2016:
Opening: Will Noel, Univ. of Pennsylvania
“Vanishing Plants, Animals, and Places: Britain’s Transformation from Roman to Medieval”
Fellows: Robin Fleming, Boston College
“Mystical Fin de Siècle: Authorship and Annihilation in Three Women of the 1290s”
President: Barbara Newman, Northwestern Univ.

2015:
Opening: Elizabeth Eva Leach, Oxford Univ.
“Vanishing Plants, Animals, and Places: Britain’s Transformation from Roman to Medieval”
Fellows: Larry Nees, Univ. of Delaware
“A Dagger from Korea, a Buddha from Sweden, and the Unknown Unknowns”
President: William Chester Jordan, Princeton Univ.
“Even Kings”

2014:
Opening: Susan Boynton, Columbia Univ.
“Music as Text and Music as Image”
Fellows: Margaret Mullett, Dumbarton Oaks
“As in the gold mosaic of a wall”: Literature as Text and Literature as Performance”
President: Richard Unger, Univ. of British Columbia
“Commerce, Communication, and Empire”

2013:
Opening: Christopher de Hamel, Corpus Christi College, Univ. of Cambridge
“Twelfth-Century Giant Bibles of England”
Fellows: Jan Ziolkowski, Harvard University and Dumbarton Oaks
“The Romantic Range of Romanness”
President: Maryanne Kowaleski, Fordham Univ.
“New Perspectives on Town and Country”

2012:
Opening: Caroline A. Bruzelius, Duke University
“Inside/Outside: Friars and the Dynamics of Urban Space”
CARA: Richard C. Hoffmann, York University (Toronto)
“Too Many Catches? Consumption, Habitat, Climate, and Competition in Medieval European Fisheries”
Fellows: William Chester Jordan, Princeton University
“The Gleaners”
President: Alice-Mary Talbot, Dumbarton Oaks

2011:
Opening: James Given, Univ. of California, Irvine
“The Politics of Fear in the Early Fourteenth Century”
Fellows: Julia M. H. Smith, University of Glasgow
“Portable Christianity: Relics in the Medieval West, c. 700- c. 1200”
President: Elizabeth A. R. Brown

2010:
Opening: Angelika Neuwirth, Freie Universität Berlin
“Reclaiming the Qur’an as a European Text, Reflections on a New Qur’an Hermeneutics”
Fellows: Charles Donahue, Jr., Harvard Law School
“The Legal Professions of Fourteenth-Century England”
President: Herbert Kessler

2009:
Opening: Jaroslav Folda, University of North Carolina
“Chrysoigraphy in Thirteenth-Century Painting East and West”
Fellows: Sara S. Poor, Princeton Univ., “Sister Act: Gender, Reform, and the Devotional Book in Late Medieval Germany”
President: Patrick Geary

2008:
Opening: Christopher Wickham, Univ. of Oxford
“The Culture of the Public: Assembly Politics and the Feudal Revolution”
Fellows: Jocelyn Wogan-Browne, Univ. of York
“The Margins of Confidence? Aspects of Insular Historiography”
President: Bernard McGinn
2007:
Opening: Richard Firth Green, Ohio State University
“Christ, the Changeling”
2nd: David Ganz, King’s College
“Copying the Classics in the Carolingian Age”
Fellows: Susan Rankin, Emmanuel College, Cambridge
“De commoda vel componenda modulacione: The Idea of Musical Composition in the Early Middle Ages”
President: Roberta Frank

2006:
Opening: Michelle Brown, British Lib.
“Logos: The Book and the Transformation of Early-Medieval Society”
CARA: Paul Szarmach, Western Michigan Univ.
“CARA, Kazoo, and the Academy Too”
Fellows: Giles Constable, Inst. for Advanced Study
“Metaphors in the Middle Ages”
President: Mary Carruthers

2005:
Opening: Patrick Geary, UCLA
“Medievalists in the Nation’s Service: Constructing and Deconstructing National identities”
Fellows: Pamela Sheingorn, Baruch College and Graduate Center, CUNY
“Performance, Gender, and Visual Culture: Medieval Studies Has Never Been Modern”
President: Barbara A. Hanawalt

2004:
Opening: Stephen Owen, Harvard University
“Discontents in the Twilight of Manuscript Culture”
Fellows: E. Ann Matter, Univ. of Pennsylvania
“The Bible in the Center: Medieval Exegesis and Medieval Studies in the Twenty-First Century”
President: Lester Little

2003: Robert Bartlett, University of St. Andrews
President: John V. Fleming

13. Medieval Academy Sponsored Plenary Lectures at Kalamazoo

2023 Thelma Thomas (Univ. of Iowa)
2022 Geraldine Heng (Univ. of Texas at Austin) [org. by Jonathan Hsy]
2021 Sharon Kinoshita (UCSC) [org. by Jamie Fumo]
2020 [postponed to 2021, and 2021 speaker postponed to 2022]
2019 Bissera Pentcheva (Stanford Univ.) [org. by Alfred Andrea]
2018 Sara Ritchey (Univ. of Tennessee, Knoxville)
2017 Leor HaLevi (Vanderbilt Univ.)
2016 Jane Chance (Rice University, emerita)
2015 Cary J. Nederman (Texas A&M University)
“Modern Toleration through a Medieval Lens: A ‘Judgmental’ View”
2014 Susan L. Einbinder (Univ. of Connecticut)
2013 Peregrine Horden (Royal Holloway College and the University of Oxford)
“Poseidon’s Oar: Horizons of the Medieval Mediterranean.”
2012 David Wallace (University of Pennsylvania)
“Conceptualizing Literary History: Europe, 1348-1418”
2011 Annemarie Weyl Carr (Southern Methodist University)
“Outremer: Byzantine Art in a World of Multiple Christianities”
2010 Thomas E. Burman (University of Tennessee-Knoxville)
2009 Roberta Krueger (Hamilton College)
“Fictions of Conduct in Medieval France”
2008 Richard K. Emmerson (Florida State University)
“Seeing, Reading, and Interpreting the Apocalypse in Complex Medieval Manuscripts”
2007 R Stephen Humphreys (University of California-Santa Barbara)
“When Did the Near East Become Muslim? Patterns of Christian Decline in Palestine, Syria, and Mesopotamia, 634-1340”
2006 Madeline H. Caviness (Tufts University)
“The Good, the Bad, and the Ugly”
2005 Jan M. Ziolkowski (Harvard University)
“Mastering Authority and Authorizing Mastery in the Long Twelfth Century”
2004 Margot Fassler (Yale University)
“Making History: Actions and Agents within the Liturgical Framework of Time”
2003 David Nirenberg (Johns Hopkins University)
“The Specter of Judaism in an Age of Mass Conversion: Spain, 1391-1492”
2002 Eugene Vance (University of Washington-Seattle)
“Relics, Swords, and the Stories They Tell in the Chanson de Roland”
2001 John Osborne (University of Victoria)
“Mural Paintings and Manuscripts as Evidence for the Papal ‘Rapprochement’ with Byzantium in the Ninth Century”
2000 Karl F. Morrison (Rutgers University)
“The End of Christian Art”

14. Medieval Academy Sponsored Plenary Lectures at Leeds

2023 Elina Gertsman (Case Western Reserve University)

2022 Carol Symes (Univ. of Illinois)

2021 [postponed to 2022]

2020 [postponed to 2021]

2019 Aden Kumler (Univ. of Chicago)

2018 Anne D. Hedeman (Univ. of Kansas)
2017
Jeffrey J. Cohen (George Washington Univ.)
“Outside Noah's Ark: Sympathy and Survival as the Waters Rise”

2016
Elaine Treharne (Stanford Univ.)
“Manuscript Edges, Marginal Time: Why Medieval Matters”

2015
Sara Lipton (SUNY Stony Brook)
“The Vulgate of Experience - Preaching, Art, and the Material World”

2014
Rita Copland (Univ. of Pennsylvania)
“Emotional Knowledge: Figurative Language in Medieval Rhetoric”

2013
[no speaker]

2012
Alan M. Stahl (Curator of Numismatics, Princeton University)
“The Mediterranean Melting Pot: Crosscurrents in Medieval Coinage”

2011
Margot Fassler (Department of Music / Department of Theology, University of Notre Dame)
“Annual Medieval Academy Lecture: Volmar, Hildegard, and a History for the Rupertsberg”

2010
Jan Ziolkowski (Department of the Classics, Harvard University / Dumbarton Oaks, Washington DC)
“Annual Medieval Academy Lecture: Wandering Scholars: Myths and Realities of Vagrant Students from the Early Middle Ages Onwards”
The Medieval Academy of America
Graduate Student Committee Handbook
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VI. Preface

This handbook is intended for the orientation of new members of the Graduate Student Committee, who often have no prior exposure to the internal operation of a major society like the Medieval Academy of America. It is intended to explain both the position of the Committee within the Academy and the various activities of the Committee to which members will be required to contribute. In addition, this handbook serves as a record of the Committee’s activities to foster precedent and to record the working principles of the Committee that have been established through the work of past members.

In order for this handbook to remain useful and relevant, it is important that a Committee member (usually, by default, the Chair) takes responsibility for bringing it up to date each year and for the revised handbook to be distributed among members a week or so in advance of the GSC’s annual business meeting, normally held at Kalamazoo.
VII. Overview: Academy’s Organizational Structure

Since its inception in 1925, when it was founded as a forum for classical and medieval Latinists to discuss Latin philology,¹ the Medieval Academy has grown in both size and function. The governance of the Academy had remained largely the same as it was nearly a century ago, until 2010-11 saw a movement to make alterations to the relationship between the Executive Director and Council which were intended to strengthen the democratic operation of the Academy.

The Academy is governed by the Council, which includes the President, First Vice-President, Second Vice-President, and twelve elected Councilors. The presidential are elected to one-year terms and the Councilors to three-year terms, with four new Councilors elected each year. The Executive Director, the Treasurer, the chairs of CARA and the Graduate Student Committee, the Delegate to the ACLS, and the President of the Fellows sit with the Council without vote. The Office of Treasurer is an appointed one, rather than an elected one, but the incumbent serves in a voluntary, rather than an employed capacity. The Treasurer and Finance Committee advise the Council on financial operations but do not have the capacity to authorize spending. The Council is legally liable for the operations of the Academy, including its financial position.

The Council in its entirety meets once a year, at the MAA Annual Meeting, subject to change. There is also an Executive Committee (made up of the four third-year Councilors, two of the second-year Councilors, and the President and two Vice-Presidents). The Executive Director and Treasurer sit with the Executive Committee ex officio and without vote. The Executive Committee meets four times in the year: in the Fall (normally at the Academy office), at the annual meeting in March/April, and in two other virtual meetings, usually in January and September. These were once the only occasions when issues were voted on, although the Committee and Council are now adopting electronic communication and may conduct ad-hoc votes. Other than that, the Councilors communicate primarily via email.

The staff of the Academy is based in Cambridge, Massachusetts, and is headed by the Executive Director and the Editor of Speculum. The editor of Speculum will be based at the Catholic University of America, Washington, DC from 2019-2024. Also on staff are the Assistant to the Executive Director and the Communications and Memberships Coordinator, who is responsible, among other things, for the website. The list of who holds these positions can be found on the Academy’s website by hovering over “About Us” and clicking on “Staff.” These individuals are in the employ of the Academy, with the Council as their collective supervisor; it is their full-time job, and they have longer tenures than the three-year Council term. The Executive Director and the Editor of Speculum are currently contracted for five years. The other members of the staff are more permanent hires.

The Executive Director has traditionally worn another hat, that of Editor of Speculum. In 2011 the Academy appointed two people to share the two roles.

¹ For the establishment of the Academy, see: Patrick Geary, "What Happened to Latin?", Speculum, 84:4 (2009), 859-73. KBN.
**GSC’s History and Relationship with the Academy**

In response to a request at an Academy reception at Kalamazoo in 2000 by several graduate students, the Executive Committee established the Graduate Student Committee at the MAA Annual Meeting on November 11, 2001.² It seems to have begun operations in the following year as an ad hoc committee and became an official part of the Academy’s structure in 2008. At the Annual Meeting of 2008, the Council approved the GSC as a standing committee of the Medieval Academy similar to CARA. Like CARA, the GSC has a member present (although without voting rights) at the MAA Council Meeting.

The GSC’s main contact inside the Academy has historically been the Committee on Committees and the Executive Director, who are in charge of recommending, with input from the GSC, new committee members for appointment by the Council, making arrangements for the MAA Annual Meeting, dispensing any funds, and acting as liaison between the Committee and the Officers and Council. The Executive Director is also the person with the most knowledge about the workings of the Academy and thus a good person with whom to discuss any new initiatives proposed by the GSC. As of 2011, all business between the GSC and the Academy is conducted via the Executive Director and the GSC Chair; the Chair relays any and all messages to the Executive Director, who in turn relays them to the President and Council; similarly any messages from the President and Council travel through the Executive Director to the Chair, who relays them to the rest of the GSC. The Chair may occasionally also receive messages from the Executive Committee or Council.

The Chair of the GSC presents the Committee’s Annual Report at the MAA Annual Meeting and is also present to comment on any issues that pertain to the Academy’s graduate student membership. The GSC Chair may comment but not vote during the meeting. The Annual Report consists of an account of the GSC’s activities over the past year, as well as any new proposals that will require the approval of the Council. It is recommended that any proposals requiring Council resolution be framed as motions to be presented in advance to the Executive Director who will be able to make sure that the issue is placed on the Annual Meeting agenda.³

**Committee Membership**

**Members at Large**

The committee is made up of six members, each serving just slightly over a two-year term.⁴ This term begins at the Academy’s Annual Meeting and ends at the GSC’s Business Meeting at Kalamazoo two years and one-two months later.

---

² According to Richard Unger. ES.
³ Only the GSC Chair’s attendance at the MAA Annual Meeting is eligible for reimbursement by the Academy. The GSC’s own Business Meeting at Kalamazoo is at the personal expense of the Chair and individual GSC members. ES.
⁴ At the 2016 Annual Meeting, the Council approved an adjustment of the GSC composition from five appointment members to six appointed members, including a chair who has a nonvoting seat on Council. Increasing our
A new committee member’s service on the GSC begins as soon as his or her name is approved by the Council. The Executive Director notifies the new members of their appointment, as well as those who have not been chosen. The period between the MAA Annual Meeting and Kalamazoo is considered a transition period, a time for new committee members to get oriented, outgoing Chairs to induct incoming Chairs, and committee responsibilities to be reallocated. The Kalamazoo Business Meeting is traditionally moderated by the incoming Chair, who circulates an agenda of topics to be discussed to the rest of the committee prior to the meeting. After the Committee Business Meeting at Kalamazoo, the outgoing committee members are officially relieved of their responsibilities, and the new committee structure takes over.

New members are chosen each year from a pool of (generally) self-nominations. Notices are sent out in January, encouraging students to nominate themselves for these positions, with the nomination forms made available by link or attachment. Nominations are generally due in late February or early March. In early 2012, the GSC re-negotiated the procedures for choosing new committee members. Rather than the Committee on Committees selecting candidates for the GSC without input from the group, the GSC now reviews the self-nominations and compiles a document with its recommendations that is then sent to the Executive Director, who forwards them on to the Committee on Committees. The document should rank all self-nominees in a given year, so the Committee on Committees can make an informed decision, and it should reflect the consensus of the GSC members, taking into account experience or interests needed for the coming year to make the committee run smoothly. For example, candidates are chosen with the aim of achieving a balance of representation according to sex, school, region (including at least one member from outside North America, whenever possible), discipline, and, in particular, desired skills (e.g. experience with digital media or experience in mentorship programs). In the case of a tied vote between two candidates, the Executive Director and Committee on Committees will choose which of the two candidates will be offered membership.

**Chair**

Each year, one of the returning committee members is designated as Committee Chair, based on the recommendations of the current chair to the Executive Director. This nomination may then be approved by the Council at or just before the MAA Annual Meeting. The Chair is responsible for making sure that all of the Committee’s duties are being carried out and also serves as the liaison between the GSC and the Academy leadership via the Executive Directors. The Chair is expected to attend the MAA Annual Meeting to deliver the Committee’s Annual Report, and this travel is subsidized by the MAA.

---

5 It had historically been the task of the GSC Chair to notify the new members of their appointment. These policies changed when Eileen Gardiner and Ron Musto became the Executive Directors in 2011. MU. As of 2020, the GSC Chair had again taken up the task of notifying the new members. CB

6 There has been a history of co-chairship in the GSC, but the current Executive Directors prefer a more streamlined model in which only one person will act as chair. MU.
The procedures for choosing the Chair were revised in March 2012 at the request of the Executive Directors and the Committee on Committees. Prior to 2012, the current chair was asked to submit the names of the members who expressed interest in the chairship. The new procedures dictate that the recommendations (if more than one person expresses interest) should include information about how busy the candidates will be in the coming year, their abilities to manage administrative duties of the committee (e.g. meeting deadlines and keeping tabs on the various initiatives undertaken during the year), and perhaps a vision for the GSC in the upcoming year. The recommendations for choosing a new chair are submitted to the Executive Directors during January or by mid-February at the latest.

### List of Committee Members

<table>
<thead>
<tr>
<th>Name</th>
<th>Institution</th>
<th>Term</th>
<th>Chairship</th>
</tr>
</thead>
<tbody>
<tr>
<td>Liam Felsen</td>
<td>Univ. of Oregon</td>
<td>2002-2003</td>
<td>2002-2003</td>
</tr>
<tr>
<td>Myra Struckmeyer</td>
<td>UNC-Chapel Hill</td>
<td>2002-2004</td>
<td>2004-2005</td>
</tr>
<tr>
<td>Kimm Perkins (Curran)</td>
<td>University of Glasgow</td>
<td>2002-2004</td>
<td></td>
</tr>
<tr>
<td>Johanna Kramer</td>
<td>Cornell</td>
<td>2002?-2004</td>
<td></td>
</tr>
<tr>
<td>Ronald Ganze</td>
<td>Univ. of Oregon</td>
<td>2002-2004</td>
<td></td>
</tr>
<tr>
<td>Michael Ryan</td>
<td>Univ. of Minnesota</td>
<td>2004-2005</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>2006-2007</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>2006-2007</td>
</tr>
<tr>
<td>Patricia C. Kiernan</td>
<td>Rutgers</td>
<td>2005-2007</td>
<td></td>
</tr>
<tr>
<td>Janine Peterson</td>
<td>Indiana Univ.</td>
<td>2005-2007</td>
<td></td>
</tr>
<tr>
<td>Ryan Szpiech</td>
<td>Yale</td>
<td>2005-2007</td>
<td></td>
</tr>
</tbody>
</table>

7 This list reflects the most complete information that we have, as provided in December, 2012 by J. Patrick Hornbeck. ES.
<table>
<thead>
<tr>
<th>Name</th>
<th>Institution</th>
<th>Years</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lisa Chen</td>
<td>Univ. of Toronto</td>
<td>2006-2008</td>
</tr>
<tr>
<td>Jennifer Feltman</td>
<td>Florida State</td>
<td>2007-2009</td>
</tr>
<tr>
<td>James Wade</td>
<td>Cambridge</td>
<td>2007-2009</td>
</tr>
<tr>
<td>Kristin Canzano Pinyan</td>
<td>Rutgers</td>
<td>2008-2010</td>
</tr>
<tr>
<td>Thomas Devaney</td>
<td>Brown</td>
<td>2008-2010</td>
</tr>
<tr>
<td>Kathleen Neal</td>
<td>Monash Univ.</td>
<td>2009-2011</td>
</tr>
<tr>
<td>Karrie Fuller</td>
<td>Notre Dame</td>
<td>2009-2011</td>
</tr>
<tr>
<td>Andrew Kraebel</td>
<td>Yale</td>
<td>2009-2011</td>
</tr>
<tr>
<td>Michelle Urberg</td>
<td>Univ. of Chicago</td>
<td>2010-2012</td>
</tr>
<tr>
<td>Sarah Celentano (Parker)</td>
<td>UT-Austin</td>
<td>2010-2012</td>
</tr>
<tr>
<td>Elizaveta Strakhov</td>
<td>Univ. of Pennsylvania</td>
<td>2011-2013</td>
</tr>
<tr>
<td>Sebastian J. Langdell</td>
<td>St Edmund Hall, Oxford</td>
<td>2011-2013</td>
</tr>
<tr>
<td>Ethan Zadoff</td>
<td>CUNY</td>
<td>2011-2013</td>
</tr>
<tr>
<td>Rachel Gibson</td>
<td>Univ. of Minnesota, Twin Cities</td>
<td>2012-2014</td>
</tr>
<tr>
<td>Caitlin Holton</td>
<td>Univ. of Guelph</td>
<td>2012-2014</td>
</tr>
<tr>
<td>Richard Barrett</td>
<td>Indiana University</td>
<td>2013-2015</td>
</tr>
<tr>
<td>Christopher Riedel</td>
<td>Boston College</td>
<td>2013-2015</td>
</tr>
<tr>
<td>Alice Isabella Sullivan</td>
<td>University of Michigan</td>
<td>2013-2015</td>
</tr>
<tr>
<td>Stephanie Chapman</td>
<td>University of Missouri</td>
<td>2014-2016</td>
</tr>
<tr>
<td>Vanessa Corcoran</td>
<td>Catholic University of America</td>
<td>2014-2015</td>
</tr>
<tr>
<td>Anya Adair</td>
<td>Yale University</td>
<td>2015-2017</td>
</tr>
<tr>
<td>Justin Barker</td>
<td>Purdue University</td>
<td>2015-2017</td>
</tr>
<tr>
<td>Tamara Caudill</td>
<td>Tulane University</td>
<td>2015-2017</td>
</tr>
<tr>
<td>Timothy Nelson</td>
<td>University of Arkansas</td>
<td>2015-2016</td>
</tr>
<tr>
<td>Danielle Griego</td>
<td>University of Missouri</td>
<td>2016-2018</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2017-2018</td>
</tr>
<tr>
<td>Name</td>
<td>University</td>
<td>Years</td>
</tr>
<tr>
<td>------------------</td>
<td>------------------------------------------</td>
<td>-----------</td>
</tr>
<tr>
<td>Caitlin Hutchison</td>
<td>University of Delaware</td>
<td>2016-2018</td>
</tr>
<tr>
<td>Katherine Sedovic</td>
<td>Trinity College Dublin</td>
<td>2016-2018</td>
</tr>
<tr>
<td>Theodore Chelis</td>
<td>Pennsylvania State University</td>
<td>2017-2019</td>
</tr>
<tr>
<td>Emerson Richards</td>
<td>Indiana University</td>
<td>2017-2019</td>
</tr>
<tr>
<td>Courtney Krolkoski</td>
<td>McGill University</td>
<td>2017-2019</td>
</tr>
<tr>
<td>Jillian Bjerke</td>
<td>University of Colorado, Boulder</td>
<td>2018-2020</td>
</tr>
<tr>
<td>Austin Powell</td>
<td>Catholic University of America</td>
<td>2018-2020</td>
</tr>
<tr>
<td>Natalie Whitaker</td>
<td>Saint Louis University</td>
<td>2018-2020</td>
</tr>
<tr>
<td>Christine Bachman</td>
<td>University of Delaware</td>
<td>2019-2021</td>
</tr>
<tr>
<td>Julia King</td>
<td>University of Bergen</td>
<td>2019-2021</td>
</tr>
<tr>
<td>Jacob Doss</td>
<td>University of Texas at Austin</td>
<td>2019-2021</td>
</tr>
<tr>
<td>Jonathan Correa Reyes</td>
<td>Pennsylvania State University</td>
<td>2020-2022</td>
</tr>
<tr>
<td>Logan Quigley</td>
<td>University of Notre Dame</td>
<td>2020-2022</td>
</tr>
<tr>
<td>Lauren Van Nest</td>
<td>University of Virginia</td>
<td>2020-2022</td>
</tr>
<tr>
<td>Mary M. Alcaro</td>
<td>Rutgers University</td>
<td>2021-2023</td>
</tr>
<tr>
<td>Kersti Francis</td>
<td>Univ. of California, Los Angeles</td>
<td>2021-2023</td>
</tr>
<tr>
<td>Reed Alexis O’Mara</td>
<td>Case Western Reserve University</td>
<td>2021-2023</td>
</tr>
<tr>
<td>Margaret Heeschen</td>
<td>Univ. of Minnesota, Twin Cities</td>
<td>2022-2023</td>
</tr>
<tr>
<td>Maria S. Thomas</td>
<td>Vrije Universiteit Amsterdam</td>
<td>2022-2024</td>
</tr>
<tr>
<td>Will Beattie</td>
<td>University of Notre Dame</td>
<td>2022-2024</td>
</tr>
</tbody>
</table>
VIII. Governing procedures of the GSC

MAA By-laws regarding the GSC (as revised in late 2011):
31. The Graduate Student Committee shall be a standing committee of the Academy and shall consist of graduate student members of the Academy appointed by Council in accordance with Article 81. The Chair of the Committee communicates with the Council.

Graduate Student Committee Governing Policies

Purpose: To act on behalf of the graduate student members, promoting their participation within both the Academy and the broader academic community and providing a forum for the expression of their concerns and interests. In addition to fostering international and interdisciplinary exchange, the committee is especially dedicated to providing guidance on research, teaching, publishing, professionalization, funding, and employment.

Composition: Six appointed members, including a chair with a nonvoting seat on Council. All members must be graduate students and members of the Medieval Academy.

Term: Two years, rotating. The date in parentheses is the final year of the incumbent's term in office. The administrative year for committees runs from MAA Annual Meeting to Annual Meeting.

Criteria for eligibility: Membership of the GSC is open to any graduate student who is a member of the MAA and who is willing to commit to the two-year term of office.

Selection of members: The Executive Director shall invite self-nominations from eligible students each year, prior to the MAA Annual Meeting. Candidates will respond to a questionnaire by a certain deadline, and these will be collected and forwarded to members of the GSC for their consideration within a stipulated time-frame. The Executive Director shall then take the GSC’s recommendations into consideration and will, along with the Committee on Committees, make a recommendation to the Council, who will be making the final decision. In doing so, s/he will take into account the need to ensure diversity of discipline among members of the new committee, as well as the custom that no two members of the committee may represent the same university and that at least one member should represent a university outside North America, whenever possible. In the case of a tied vote between two candidates, the Executive Director and Committee on Committees will choose which of the two candidates will be offered membership.

Choosing the Chair: The GSC’s outgoing Chair will submit to the Executive Director the names of those current GSC members who have expressed interest in this position, along with the Chair’s own recommendation. The ultimate decision shall be made by the Council on the recommendation of the Executive Director and Committee on Committees.

Vacancies: In the case of a mid-term vacancy, the GSC shall have the autonomy to decide if it is necessary to appoint a replacement (e.g. if the vacancy occurs six months before the end of the term, it is likely that the committee will continue with its present members until the next nomination cycle; if the vacancy is for a longer term, the committee will likely request to fill the spot). If the GSC decides that the vacancy should be filled, it will recommend a candidate or candidates from the previous pool of applicants for the Executive Director’s approval.
**Finances and Budgets**

**Medieval Academy Meeting**

The funding for these events has mostly been provided by the host institutions. The reception at this conference is a relatively new activity for the GSC: the first event formally hosted took place in 2009.

<table>
<thead>
<tr>
<th>Year</th>
<th>Amount budgeted by host institution</th>
<th>Amount budgeted by MAA</th>
<th>Activity</th>
<th>Attendees</th>
</tr>
</thead>
<tbody>
<tr>
<td>2007</td>
<td>N/A</td>
<td>N/A</td>
<td>Informal pub night at Foxes’ Den Bar and Grill, Toronto, OR, CA</td>
<td>unknown</td>
</tr>
<tr>
<td>2008</td>
<td>About $50</td>
<td>$0</td>
<td>Brown bag lunch with drinks supplied by host institution; Informal pub night at Steamworks Pub, Vancouver, BC, CA</td>
<td>unknown</td>
</tr>
<tr>
<td>2009</td>
<td>$500(^8)</td>
<td>$0</td>
<td>Lunch at Elephant and Castle Pub, Chicago, IL</td>
<td>c. 25</td>
</tr>
<tr>
<td>2010</td>
<td>$750(^9)</td>
<td>$0</td>
<td>Pub night at BAR, New Haven, CT</td>
<td>40-50</td>
</tr>
<tr>
<td>2011</td>
<td>N/A: Nothing planned</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>2012</td>
<td>$500(^10)</td>
<td>$150</td>
<td>Pub night at Llywelyn’s Pub, St. Louis, MO</td>
<td>c. 40</td>
</tr>
<tr>
<td>2013</td>
<td>$700</td>
<td>$700</td>
<td>Pub night at the Crown &amp; Goose, Knoxville, TN</td>
<td>c. 45</td>
</tr>
<tr>
<td>2014</td>
<td>$0</td>
<td>$500</td>
<td>CMRS Royce Hall 306 and Loggia</td>
<td>c. 45</td>
</tr>
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8 Information provided by Anne Clark Bartlett; DePaul hosted the event.
9 Information provided by Andrew Kraebel; Yale hosted the event.
10 Information provided by Teresa Harvey; SLU hosted the event.
### 2015-22

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### Kalamazoo Events

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**Leeds Events**

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**Summary figures:**

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IX.

X. **Special Note about the 2020 Budget:** Due to the cancelation of the three major conferences in 2020 due to COVID-19, the funds allocated for the conference receptions were not used for those events. The 2020 funds were instead used towards a special one-time New Horizons Graduate Student Research Grant. This program awarded four grants of up to $500 to support graduate student research projects that uniquely engaged with the research environment created by the COVID-19 pandemic.

XI. **Special Note about the 2021 Budget:** In keeping with last year’s New Horizons Graduate Student Research Grant, not all the funds yearly allocated to sponsor conference receptions were not used for those events, due to COVID-19. In 2021, $1600 were applied towards a one-time GSC Community Building Award. Three prizes of $400 (and two $200) were awarded to support new and ongoing community-based initiatives that seek to educate experts and non-experts alike on different aspects of medieval history and culture.
Initiatives

Conference Panels

Overview:

The most visible activities of the GSC revolve around major international conferences. These normally include: the MAA Annual Meeting; Kalamazoo; and Leeds. Other meetings can be included on the initiative of Committee members. In 2011, for example, Kathleen Neal organized a GSC panel at the biennial meeting of the Australian and New Zealand Association for Medieval and Early Modern Studies (ANZAMEMS); Elizaveta Strakhov and Ethan Zadoff co-organized another panel at the meeting in 2013. The GSC also organized a panel for ANZAMEMS 2015.

The GSC’s conference-based activities normally include organizing:

- panels on topics of relevance to professionalization of graduate students
- mentorship exchanges for students with faculty
- professional-social functions to facilitate interdisciplinary graduate student networking.

A list of past conference panels organized by the GSC can be found below. Typically the panels at the MAA Annual Meeting address topics of interest to a wide variety of scholars, while those at Kalamazoo and Leeds focus on practical matters that pertain specifically to graduate student pre-professionalization, such as interviewing for jobs, publishing, or fellowship applications. In particular, it has been the experience of past GSC members that graduate students outside North America receive far less professionalization advice or training on their own campuses, so our practical-themed sessions have traditionally been well received.

Note for MAA Annual Meeting: A GSC-sponsored session should always be accepted by the Organizing Committee, as we are the MAA’s graduate student organization and should have presence. If the Organizing Committee does not approve of the proposed session, then a suggestion should be made by the Organizing Committee for an alternative session. (The rejection of the GSC-proposed roundtable was inadvertently overlooked in 2016.)

Note for Kalamazoo: When sending in the panel request for Kalamazoo at the May deadline, be sure to communicate to WMU our desire for a Thursday 3:30 p.m. roundtable followed by a 5:30 p.m. Reception. Otherwise they can and will place it at 8:30 a.m. on Sunday, as in 2014.

It is important that the GSC keep reasonably accurate figures for attendance at its panels and functions. This information is vital to the Committee to gauge the success of its initiatives and thus present its accomplishments to the Council.
It is by no means necessary but certainly reflects well on the committee if the organizers of the panel and/or the moderators can send thank you notes to those who participate in the panel.

**MAA Annual Meeting**

**2006**

*“Reflections on the First Year on the Job, or, What I Wish I Had Known While Still in School”*

**Organizer and Chair:** Ryan Szpiech (Yale)

**Panelists:** Lisa Alexandrin (U of Manitoba); James N. Ortego II (Troy University-Dothan); Zennia D. Hancock (St. Bonaventure U); Mike Ryan (Purdue); and Daniel Joslyn-Siemiatkoski (Church Divinity School of the Pacific)

**Attendance:** not given

**2007**

*“Preparing to Teach: Tips for Creating a Syllabus and Choosing Resource Materials”*

**Organizer and Chair:** Lisa Chen (U Toronto)

**Description:** This workshop-style presentation, aimed at providing students with tools and strategies that they can use in designing and delivering their own courses, was given by Lori Woods (U. Toronto).

**Attendance:** over 30

**Reception:** Informal pub night at Foxes’ Den Bar and Grill, Toronto

**Attendance:** Not given

**2008**

*“Researching in European Libraries, Archives and Museums”*

**Chair:** Lisa Chen (U Toronto)

**Panelists:** Jennifer Feltman (Florida State), Emily Graham, and Catherine Barrett

**Description:** Graduate student panelists will discuss their experiences researching in Europe and provide tips and strategies on how to organize, finance, conduct, and report on research travel. The GSC will also organize an informal meet and greet on the Thursday evening at a local restaurant so that graduate student conference participants can gather together and meet each other and the members of the GSC committee at the beginning of the conference.

**Attendance:** not given

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11 Institutional affiliation for these participants not given. ES.
Reception: Informal pub night at Steamworks Pub, Vancouver, BC, CA

Attendance: not given

2009

“Pedagogy in Medieval Studies: Making the Transition from Student to Teacher”

Organizer: Jennifer M. Feltman (Florida State)

Chair: Kristin Canzano Pinyan (Rutgers)

Panelists: Anne Clark Bartlett (DePaul U), Gina Brandolino (DePauw U.), Kara Anne Morrow (Albion College), Jill Stevenson (Marymount Manhattan College)

Description: Panelists from a variety of disciplines within medieval studies will share firsthand experience of making the transition from student to professor. The session will provide an opportunity for productive discussion and interdisciplinary collaboration amongst panelists and attendees. An informal lunch will follow as a further opportunity to meet other graduate students and committee members.

Attendance: 17

Pub Night: At Fado, a bar in downtown Chicago, a few blocks from conference hotel. The low turnout is perhaps attributable to the fact that it was preceded by the opening reception at the Newberry Library.

Attendance: about 12

Lunch: At the Elephant and Castle pub, three blocks from the conference hotel. The lunch was sponsored by DePaul University (courtesy of Anne Clark Bartlett).

Budget: $500 (Information from Anne Clark Bartlett)

Attendance: about 25

2010

“The Practical Uses of Manuscripts in Teaching and Research”

Organizer and Chair: Andrew Kraebel (Yale)

Panelists: Mildred Budny (Research Group for Manuscript Evidence), Consuelo Dutschke (Columbia), Martin Foys (Drew) and Fiona Somerset (Duke)

Description: This panel aimed to generate discussion regarding how new technologies can facilitate the use of manuscripts in teaching at both the graduate and undergraduate levels, as well as in our research.

Attendance: +50
Pub Night: At BAR, a few blocks from Yale’s campus and the Omni hotel. The high turnout can be attributed to the fact that it was funded through the Local Arrangements Committee, and also the opening reception was crowded to the point that they began limiting admission and ended promptly at 7 pm. This made it easy for a horde of graduate students to arrive at BAR even before the 7:30 pm start time.

Budget: $750 (Information from Andrew Kraebel)

Attendance: 40-50

2011

“Language and Literature Studies and Interdisciplinarity”

Organizer and Chair: Andrew Kraebel (Yale)

Panellists: Christine Chism (UCLA), John Fleming (Princeton), and Frank Bezner (UC-Berkeley), who could not attend at the last moment

Attendance: about 10

Pub Night: No reception was planned for this year

2012

“Centers and Peripheries: Evaluating the place of Musicology and Art History in Medieval Studies”

Organizers: Michelle Urberg (UChicago) and Matthew Westerby (UW-Madison)

Co-Chairs: Michelle Urberg (UChicago) and Stephanie R. Chapman (U of Missouri-Columbia)

Panelists: Kirk Ambrose (UC-Boulder), Susan Boynton (Columbia), Thomas Dale (UW-Madison), Margo Fassler (Notre Dame), Elizabeth Teviotdale (U of Western Michigan)

Description: This panel evaluates the place of Musicology and Art History in Medieval Studies through a roundtable discussion. At its inception in 1925, the Medieval Academy of America was dedicated to philological study; today it is committed to a broad range of historical, literary, religious, and secular topics. Although the MAA has continued to redefine the boundaries of Medieval Studies as its scholarly purview has grown, there are new frontiers to consider. Musicological and art-historical scholarship has the capacity to enrich more traditional text-based scholarship with aural and visual understandings of the Middle Ages. Certainly medieval musicological and art-historical studies are not a new presence in Medieval Studies; and because of their close connections with historical scholarship, it would seem reasonable to conclude that art and music history exist within a theoretical “center” of the Medieval Academy. Nevertheless, there is reason to claim that their marginal location is real because musical and visual sources lie outside the canon of traditional literary materials such as letters, sermons, legal documents, historical chronicles, theological treatises or poetry. If the marginality of their sources can be
attested, what is the place of musical and art-historical scholarship in Medieval Studies? Are there other perimeters by which the position of medieval musicology and art history should or can be defined? By exploring these questions and others, this roundtable seeks to invite a lively discussion focused on how musicology and art history are perceived by medievalists, and more broadly to reconsider the current centers and peripheries of Medieval Studies.

**Attendance:** 40-50

**Pub Night:** At Llywelyn’s Pub, in St. Louis’ Central West End, located within walking distance to the conference hotel. The large turnout for this event can be attributed to the significant graduate student body at St. Louis University, University of MO-Columbia, Yale and the Université de Paris I. This pub night was organized by Michelle Urberg and Teresa Harvey, who was on the Local Arrangements Committee at St. Louis University.

**Budget Info:** The cost of the food was $489, and was covered by the CMRS at SLU; the drinks totaled $356.56.

**Attendance:** about 40

2013

“Back to the Future: Exploring New Digital Initiatives in Medieval Studies”

**Organizers:** Rachel Gibson (U of Minnesota-Twin Cities) and Elizaveta Strakhov (UPenn)

**Chair:** Elizaveta Strakhov (UPenn)

**Panelists:** Lynn Ramey (Vanderbilt); Benjamin Albritton (Stanford); Timothy Stinson (North Carolina State U); Patricia Bart (Hillsdale College)

**Description:** This roundtable seeks to bring together scholars from a variety of disciplines to explore the work that goes into creating exciting new digital humanities projects poised to offer major contributions to their fields. Panelists will present a range of developing projects across disciplines which seek to offer new pedagogical approaches to teaching the Middle Ages, advance access to research and scholarship, and provide new opportunities to unite scholars in collaboration from around the world. The panel also seeks to address some of the challenges to these projects, their flexibility in evolving to fit the demands of an ever-developing technology, the continual preservation of digital resources over the long-term, as well as the possibilities for non-traditionally teaching-centered academic careers that these projects open up for graduate and undergraduate students as they develop. What types of materials does digitization make more readily available to the user? What is unique about each project? How have these digitization projects
provided a new way for scholars to connect and collaborate, while also benefitting individual research projects? How do these projects seek to alter and advance our discipline in the coming years, and conversely, what does each seek to preserve? Finally, how do we bridge the gap between the classical training that graduate students receive (in literature, history, art history, etc) and the specialized training of a digital humanities expert? If a graduate student wishing to get into codicology and paleography can sit down with a pile of books and gain a sense of the disciplines, is that kind of auto-didacticism equally possible in digital humanities research? If not, what kind of additional training is required? This roundtable seeks to contribute to the discussion opened up by CARA’s plenary panel on Digital Humanities and Intellectual Property and hopes to stimulate an exciting and timely discussion on digital futures across disciplines.

**Attendance:** 28  
**Reception:** Pub Night at Crown and Goose  
**Attendance:** ca. 45

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**2014**

**“The Mamas and the Papas: Academia and Family from Grad School to Tenure”**

**Organizers:** Rachel D. Gibson (University of Minnesota – Twin Cities) and Caitlin Holton (University of Guelph)

**Chair:** Rachel D. Gibson (University of Minnesota – Twin Cities)

**Panelists:** Rebecca Cerling (University of Southern California), Ruth Mazo Karras (U. of Minnesota – Twin Cities), Felice Lifshitz (U. of Alberta), David M. Perry (Dominican University), Jennifer A. T. Smith (UCLA), and Elizabeth Randell Upton (UCLA).

**Description:** This roundtable will address the attitudes, realities, and challenges to medievalists raising a family while pursuing a career in academia. Panelists will also speak to some of the recent advances, policies, and trends which have sought better to accommodate graduate students and faculty with families at institutions of higher learning, within individual departments, and at academic conferences. Meeting the needs of partner and family have always been difficult and challenging to academic advancement, however, with the uncertainty of the current economic climate and shifting academic hiring practices (including the increasing availability of one-to-two year appointments which require frequent residence changes) balancing the needs of work and family presents new difficulties for junior scholars hoping ultimately to find a tenure-track position. Our roundtable speakers will address some of the current obstacles and solutions to accommodating family in Academia, from completing the dissertation while raising children, to researching abroad, single parenting, staying on the tenure-track, family-friendly conference accommodations, persistent gender-roles and expectations for men and women as parents, and the challenge of the job search. Our primary goal is to make the discussion useful to graduate students, however, we believe it will also be a popular topic among MAA attendees more generally, as we have found “Families/Work/Life Balance” to be one of the most commonly selected discussion topics for both mentors and mentees participating in the GSC’s Mentoring Program. We have
thus invited a diverse range of panelists who will speak to the familial experiences of medievalists at various stages of their academic career.

**Attendance:** 20

**GSC Reception:** On campus at UCLA’s Royce Hall 306 and Loggia

**Budget:** $500 from MAA, space and extra wine donated by CMRS, UCLA

Medievalist grads helped pick up drinks, the rest was catered by the university.

**Reception Attendance:** c. 45

2015

“**The Oxford Handbook of Women and Gender in Medieval Europe: Interdisciplinary Reflections on Gender Studies, Medieval Historiography, and Future Directions**”

**Organizers:** Alice Isabella Sullivan (University of Michigan) and Vanessa Corcoran (The Catholic University of America)

**Chair:** Alice Isabella Sullivan (University of Michigan) and Vanessa Corcoran (The Catholic University of America)

**Panelists:** Katie Ann-Marie Bugyis (Ph.D. Candidate, Medieval Studies, University of Notre Dame), Martha Easton (Assistant Professor, Department of Communication and the Arts, Seton Hall University), Ruth Karras (Professor and Chair, History, University of Minnesota), Miri Rubin (Professor, History, and Head of the School of History, Queen Mary University of London), Courtney Rydel (Assistant Professor, English, Washington College).

**Description:** This roundtable will bring together scholars from different fields and at various stages in their careers to discuss from their disciplinary perspectives the issues and methodologies raised by Judith Bennett and Ruth Karras’s recent collection of essays *The Oxford Handbook of Women and Gender in Medieval Europe* (Oxford University Press, 2013). This book addresses a variety of subjects, opinions, and historiographies concerning women and gender in medieval and early modern Europe, and has challenged some of the commonly held assumptions of what constitutes men and women and their relationships. Much has been accomplished in regard to women and gender studies since Caroline W. Bynum’s seminal book *Holy Feast and Holy Fast: The Religious Significance of Food to Medieval Women* (1988) that has served as a catalyst for change in medieval historiography in the past decades. Bennett and Karras’s *Oxford Handbook* is also impressive in its contributions, highlighting some of the most recent work on the topic ranging from Christian gender expectations to domestic roles, and from legal concerns to activities in the public sphere, among others. Gender studies have become an integral method of historical inquiry, and this methodology has influenced generations of medievalists in various fields.
This is a field that is simultaneously scholarly and political, and speaks to many current issues facing our own society. The *Oxford Handbook* is a study that stands at the intersection of a number of different methodological practices and opens up a new set of queries for medieval scholars to explore.

This theoretical and interdisciplinary session will feature scholars whose work addresses aspects of medieval gender studies. The panelists will comment on various aspects of the book, their own work in relation to it, and speak from their disciplinary perspectives on some of the pressing issues that emerge in the wake of this handbook’s publication. What is the function of gender as a methodological tool in medieval studies? What new interdisciplinary approaches could contribute to the fields of socio-cultural history? What sub-fields of medieval studies remain to be added to the conversation? How does gender contribute to our understanding of the transformations from the Middle Ages to the early modern period? These are just a few of the questions that will be considered. With this panel, we seek to highlight changes in medieval historiography over the last decades and consider future directions in the field, aiming to engage in a discussion relevant to graduate students and young scholars (the future of Medieval Studies), as well as MAA attendees more generally.

**Attendance:** c. 65

**GSC Reception:** Appetizers and drinks provided through a local catering company (Matterhorn) at the Medieval Institute & Downtown South Bend

**Budget Info:** $600 from MAA and about $350 from Notre Dame’s Medieval Institute

**Attendance:** c. 55

*Panel submitted but not accepted:* “Digital Tools and the Dissertation: A Roundtable”

**Organizers:** Stephanie Chapman (University of Missouri) and Anya Adair (Yale University)

**Chair:** n/a

**Panelists:** n/a

**Description:** This roundtable will bring together scholars from different disciplines and at various stages in their careers to discuss how young researchers can effectively use digital tools and methods – particularly within their dissertation work.

The job market shows an increasing need for digital humanists. In recent years, digital humanities has been the only area in which the number of postdoc opportunities outstrips the number of qualified candidates. But what training is needed to become a digital humanist in medieval studies? How can digital tools be successfully deployed within a
dissertation project without causing the project to run over time – and without major funding support and outside training?

This roundtable presents reports on recent successful – and less successful – dissertation projects that use digital tools (such as databases, GIS mapping, and TEI markup). Current and recent graduate students and digital humanities researchers will share their experiences in the application of digital tools to dissertation projects. New digital research methods and new applications for established digital methods will be discussed. The roundtable focuses particularly on finding practical solutions to the challenges of applying digital methods, especially within a limited timeframe or with limited resources. It also explores how to present digital projects to hiring committees. The roundtable should be of interest to current graduate students who are seeking ways to improve and market their digital skills, and to their dissertation supervisors.

 Attendance: n/a
GSC Reception: Beverages (allotted via drink tickets), as well as a cash bar, were provided by the Hyatt Regency Boston, who kindly waived the bartender fee. The reception took place at the Hyatt Regency Boston, in the Dedham room.
Budget Info: $950 from MAA
Attendance: c. 35

2017

“Tearing Down Walls, Building Bridges: Medieval Diversity and Cross-Cultural Encounters in Syllabus Design and Teaching”
Organizer: Anya Adair (MAA Graduate Student Committee)
Chair: Jessica Henderson (University of Toronto)
Panelists: Katherine Sedovic (Trinity College, Dublin), Jonathan Hsy (George Washington University/ BABEL Working Group), Sharon Kinoshita (University of California, Santa Cruz), Michelle R. Warren (Dartmouth College), Hélène Sirantoine (University of Sydney)

 Attendance: n/a
GSC Reception: 
Budget Info: 
Attendance:

2018

“A Future Outside of Academia: Alternative Careers for Graduate Students in Medieval Studies’

Organizers: n/a
Chair: Danielle Griego (The University of Missouri, Columbia)
Panelists: Lisa Fagin Davis (The Medieval Academy), Lynley Anne Herbert (The Walters Art Museum), Emerson Storm Fillman Richards (Indiana University, Bloomington)
“Handling Issues of Inclusivity and Respect in the Medieval Studies Classroom as an Ally: Classes we Teach, Classes We Take”

Organizer: Theodore Chelis (Pennsylvania State University)
Moderators: Theodore Chelis (Pennsylvania State University) and Nahir I. Otaño Gracia (Beloit College)
Panelists: Peter Baker (University of Virginia), Melissa Heide (University of Texas at Austin), Rebecca Hill (University of California, Los Angeles), Tirumular “Drew” Narayanan (California State University, Chico), Leila K. Norako (University of Washington), Karl T. Steel (Brooklyn College & the Graduate Center, CUNY)

Organized by the Medieval Academy of America Graduate Student Committee in Collaboration with the MAA Inclusivity and Diversity Committee and the Fellowship of Medievalists of Color

Description: The need for cultivating thoughtful conversation about inclusivity, respect, race, whiteness, and allyship within the medieval studies community has become increasingly apparent over the last year. The Medieval Academy of America (MAA) and its Graduate Student Committee (GSC) have both begun to develop initiatives that prioritize inclusivity and respect as core values. As a part of the GSC’s larger commitment to work on inclusivity and respect, we are collaborating with the new MAA Inclusivity and Diversity Committee (IDC) and the Fellowship of Medievalists of Color (MoC) to propose paired sessions to address these topics during the 2019 Annual Meeting. The GSC-sponsored session would take the form of a roundtable and would focus on the role of allies in helping to create inclusive and respectful spaces for study of the Middle Ages in terms of pedagogy, curricula, and classroom interactions. The participants represent a variety of career stages and professional positions—faculty, early career scholars, graduate students—and would discuss challenges that allies may face, strategies for dealing with them, and ways to stand with colleagues of color, leaving ample time for Q and A and audience interaction. The roundtable would be co-moderated by the GSC Chair and a member of MoC.
CANCELED DUE TO COVID-19

“Graduate Medievalists and the Institutions We Work In: Community and Activism” (A Roundtable)

Organizers: Christine Bachman (University of Delaware), Lauren Van Nest (University of Virginia), and Maggie Gilchrist (Indiana University Bloomington)

Chair: Lauren Van Nest (University of Virginia)

Panelists: Abby Ang (Indiana Univ. Bloomington), Christine Bachman (University of Delaware), Henry Gruber (Harvard University), Marian Homans-Turnbull (UC Berkeley), Nahir I. Otañó Gracia (University of New Mexico), and Alexa Sand (Utah State University)

Description: Graduate students in medieval studies occupy complex institutional positions. As both students and teachers, we work for and study in the same institutions. As medievalists with disciplinary and regional sub-specialties, we are sometimes affiliated with multiple departments, and can find ourselves at the margins of departments we work in. Our races, genders, (dis)abilities, orientations, religions, class backgrounds, and other social identities intersect with these institutional roles. For the Medieval Academy of America’s Annual Meeting at IU Bloomington, the MAA Graduate Student Committee, in collaboration with the IU Medieval Studies Graduate Student Advisory Committee, proposes a roundtable discussion of the institutional contexts and communities of medieval graduate students. Building on the 2019 discussion of inclusivity in the classroom, this roundtable addresses the broader institutional contexts in which graduate students of medieval studies teach, work, and strive to support each other. Participants—students and faculty from a range of medieval disciplines—will discuss the role of medievalist graduate students in campus activism and in teaching a more representative Middle Ages. They will discuss the particular challenges facing medievalist graduate students in a variety of institutional and related positions, and the communities and forms of allyship that help make the institutions of medieval graduate study welcoming and constructive ones. The session will include time for questions and audience discussion of the topic.

Attendance:

GSC Reception: A Graduate Student Social Hour was co-organized between the GSC and Indiana University’s Medieval Studies Institute’s Graduate Student Advisory Committee.

Attendance:

Graduate Student Mentoring and Morning Coffee

Description: In conjunction with the Inclusivity and Diversity Committee, the GSC held a Coffee Hour in which graduate students were paired with scholars and professionals in the interest of fostering dialogue and connections.

Attendance:

“Going Digital and Online: Opportunities for Sharing Graduate Student Research” (Roundtable)
Organizers: Lauren Van Nest (University of Virginia), Reed O’Mara (Case Western Reserve University), Katherine Churchill (University of Virginia)

Chairs: Lauren Van Nest and Reed O’Mara

Panelists: Candace Barrington (Central Connecticut State University), Jack Chen (University of Virginia), Danièle Cybulskie (independent historian, Medievalists.net), Anne Le (University of California–Los Angeles), Aylin Malcolm (University of Pennsylvania), and Sam Truman (Case Western Reserve University)

Description: The proliferation of digital media has expanded access and opportunities for scholars to share their research on new platforms, outside of more traditional venues such as conferences and peer-reviewed publications. Podcasts, blogs, online journals, and digital projects contribute to the ongoing dissemination of new research generated by graduate students and professionals, while simultaneously paving the way for new modes of engaging with the field of medieval studies and the broader public. For the Medieval Academy of America Annual Meeting at the University of Virginia, the MAA Graduate Student Committee, in collaboration with the Interdisciplinary Graduate Medieval Colloquium at the University of Virginia, propose a roundtable discussion of the myriad ways graduate students can publish their research, digitally expand their professional profiles, and engage with the field of medieval studies while in graduate school. The roundtable addresses both the practicalities of translating research into journal articles, podcasts, databases, and so on, while also more broadly considering how new media shift the landscape of graduate experience and training. Participants—which includes graduate students and faculty members alike—will discuss the platforms and media available to emerging medievalist scholars seeking to publish research material. The session will include time for questions and audience discussion.

Attendance: well-attended.

GSC Reception: A Graduate Student Social Hour was co-organized between the Interdisciplinary Graduate Medieval Colloquium at the University of Virginia and the GSC at Kardinal Hall, located close to campus.

Attendance: very well-attended.

Graduate Student Mentoring and Morning Coffee
The Graduate Student Committee and Inclusivity and Diversity Committee co-sponsored this hybrid-format informal mentoring session at the 2022 Annual Meeting.

**Kalamazoo**

**2005**

“*Reflections on the First Year on the Job, or, What I Wish I Had Known While Still in School*”

**Organizer:** Jennifer Gonyer-Donohue (U of Washington)

**Chair:** Liam Felsen (U of Oregon)

**Panelists:** Carrie Benes (New College Florida); Anna Dronzek (Rhodes College); Alison L. Ganze (Valparaiso U); Elizabeth Moore Hunt (College of Wooster); T. Ross Leasure (Salisbury U); and Brooke Stafford (Creighton U).

**Attendance:** about 60 graduate students.

**Description:** The session was so well-attended that the topic was offered again at the MAA Annual Meeting in 2006 with a different set of participants (see above).

**Cash-bar reception**

**Attendance:** “well attended”

**2006**

“*Teaching for Dummies, or, What I wish My Department Had Told Me: A Panel on Pedagogy and Graduate Student Teaching*”

**Organizer:** Patricia C. Kiernan (Rutgers)

**Chair:** Gina Brandolino (Indiana U, Bloomington)

**Panelists:** Lisa West (Rutgers), Eric Limbach (Michigan State), Elly Truitt (Harvard), Abdullah Alger (U of Manchester), and Julie Harper Elb (Lausanne Collegiate School).

**Description:** This is a session on a similar topic to, but in a completely different format from the MAA Annual Meeting GSC session of 2007 (roundtable vs. workshop).

**Attendance:** 50

**Cash-bar reception**

**Attendance:** “well-attended”
2007

“The Yellow Brick Road to Success: A Panel Discussion on the Rights and Responsibilities of Academic Professionalism”

Organizer: unknown

Chair: Jennifer Gonyer-Donohue (U of Washington)

Panelists: Susanna Fein (Kent State), Monica H. Green (Arizona State), Richard K. Emmerson (Florida State), and Bonnie Wheeler (Southern Methodist)

Attendance: not given

Cash-bar reception

Attendance: “well-attended”

2008

“From Screen to Print: Early Career Publishing - When, What and How?”

Chair: Lisa Chen (U Toronto)

Panelists: Johanna Kramer (U of Missouri-Columbia), Katie Walter (Ruhr-Universität Bochum, Germany), Susanna Fein (Kent State).

Description: This panel discussion is designed to give graduate students and junior faculty information about the transition from giving conference papers to getting published. Topics will include: evaluating potential publications, pros and cons of graduate student journals, online publications, finding financial aid to publish, how much to publish and when.

Attendance: ca. 20-30

Cash-bar reception

Attendance: “well-attended”

2009

“Developing Interdisciplinarity on Your Campus”

Organizer: James Wade (Cambridge)

Chair: Jennifer A.T. Smith (UCLA)

Panelists: Nancy van Deusen (Claremont Graduate U), Jeremy duQ. Adams (Southern Methodist), Thomas F. Madden (St. Louis U), Henry Ansgar Kelly (UCLA), and Jennifer Feltman (Florida State).

Description: This session will consider strategies for developing a community of medievalists on a university campus in order to help students form meaningful research and professional relationships with faculty and students in different departments studying medieval topics. This panel will help students at smaller institutions without established medieval centers, as well as students at large
institutions that need help negotiating the structures of such centers. It will seek not only to think about how graduate students and young scholars can organize interdisciplinary societies or events, but also to meditate on why such organizations are fruitful, on what uses they serve. It will consider a variety of institutional forms in an attempt to highlight the diverse range of advantages they may afford, or complications they may pose. While discussing the issues surrounding interdisciplinarity in the modern university, this discussion will also have a strong practical element, focusing on models for successfully bringing together scholars across various departments who hold a common interest in the Middle Ages.

**Attendance:** 22 (interestingly, far more faculty members than graduate students)

**Reception:** Cash bar reception, co-hosted by Vagantes.

**Attendance:** About 30 attended, including some senior faculty.

**2010**

"**Fellowships, Awards and Grants, Oh My! A Panel Discussion on Research Funding for Graduate Students**"

**Organizer and Chair:** Kristin Canzano Pinyan (Rutgers)

**Panelists:** Christopher Beck (Fordham), Jennifer Borland (UPenn/Oklahoma State), Justine Firnhaber-Baker (Oxford), Paul Szarmach (MAA), and Kathryn Veeman (Notre Dame).

**Attendance:** 25

**Reception:** Cash bar, with $100 subsidized by MAA, co-hosted by Vagantes.

**Attendance:** 37

**2011**

"**Women in the Academy: The Past, Present, and Future of Female Scholars in Medieval Studies**"

**Organizer and Chair:** Karrie Fuller (Notre Dame)

**Panelists:** Bonnie Wheeler (Southern Methodist), Dyan Elliott (Northwestern), Danielle Joyner (Notre Dame), Barbara Newman (Northwestern) and Ruth Mazo Karras (U of Minnesota-Twin Cities).

**Description:** Although the primary target audience for this roundtable discussion is graduate students, this panel aims to provide information of interest to a wide demographic about the professional challenges women face in academia today. The panel will focus on informing female students, especially those transitioning from graduate school into their respective positions, about what to expect both during the job search process and as they advance through each stage of their career. Additionally, this discussion will provide a solid understanding of the struggles women faced in gaining the presence they now have as valuable and integral members of the scholarly community, particularly in medieval studies. Providing a sense of the history behind the current
standing of women in the field will enable the discussion to encompass a combination of achievements made thus far and areas still requiring improvement as well as a sense of where the field is heading and should head in terms of promoting and maintaining gender equality.

**Attendance:** 110+

**Reception:** Cash bar, with $148.57 subsidized by MAA (by means of Kessler and Brown)

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**2012**

**“The Canon in the Classroom: Roundtable”**

**Organizers and Co-Chairs:** Elizaveta Strakhov (UPenn) and Sebastian J. Langdell (Oxford)

**Panelists:** David Wallace (UPenn), Jeffrey Jerome Cohen (George Washington), Ian Cornelius (Yale), and Fiona Somerset (Duke); Ann Marie Rasmussen (Duke) was planning to take part in the panel, but withdrew in March 2012.

**Description:** “The Canon in the Classroom” seeks to foster a discussion on the ways in which changes within our discipline, as well as changes within the classroom, affect our syllabi and our approaches to teaching medieval literature. How do we construct a teachable medieval literary canon? If authors such as Chaucer tend to be well represented on syllabi, how do we best integrate less widely studied authors or texts? Is the teachable canon a monolingual Middle English one or should Latin, Anglo-Norman, French, or even Italian, appear on the syllabus, and, if so, how do we then manage a multilingual course offering? How do we best teach across the Med-Ren divide and how do we negotiate differing periodization schemes across geographical regions, such as the fourteenth-century Italian Renaissance vs. the contemporaneous English Middle Ages? Does a wider embrace of non-medieval periods affect the construction of syllabi? Furthermore, what kinds of methodological approaches best serve our teaching needs? Crucially, what do we do with theory, particularly in the undergraduate classroom? How do we best select and integrate other kinds of secondary criticism to serve as methodological models for our students? Moreover, what might be the pros and cons of bringing modern pop cultural predilections for medievalism (Tolkien, Harry Potter, role-playing games) into conversation with the medieval canon? And, finally, in what ways can we preserve the alterity of the medieval without exoticizing it as irrevocably distant and alien? We invite a plurality of perspectives in considering these and other questions regarding the canon in the classroom. While our primary target audience is graduate students, we hope that a discussion about teaching the canon within our discipline will also appeal to a wider demographic.

**Attendance:** ca. 55

**Cash Bar Reception:** $150 subsidized by the MAA and a $200 donation from MAA members for a cheese and crackers platter

**Attendance:** 25-30
2013

“What Now? What Next?: A Roundtable Discussion on Graduate Studies and Employment”

Organizer and Chair: Ethan Zadoff (CUNY)

Panelists: Dorothy Porter (Schoenberg Institute for Manuscript Studies at the University of Pennsylvania), Jeremy Singerman (UPenn Press), Steven Kruger (CUNY).

Description: This roundtable seeks to offer a wide-ranging discussion of the ways in which graduate programs, college and university departments, professional organizations and professionals in the public and private spheres attempt to negotiate the new realities of the academic job market as they continue to train and graduate newly minted PhD’s. Should graduate programs offer their students alternative career paths that bypass the traditional focus on obtaining tenure-track positions? How should graduate programs structure their standards/principles/values of professionalization to work within the current economic and humanistic realities of the twenty first century? What practical support structures currently exist and what may be further built into existing graduate program frameworks to address job market realities?

Attendance: 30-35

Cash Bar Reception: $150 from annual budget

Attendance: 35-40

2014

“Open Access and Graduate Student Dissertations: A Roundtable on the Changing North American Publishing Industry and What Grads Need to Know”

Organizers: Caitlin Holton (University of Guelph) and Christopher Riedel (Boston College)

Chair: Christopher Riedel

Panelists: Seth Denbo, American Historical Association; Caroline Palmer, Boydell & Brewer; Dorothy Carr Porter, Schoenberg Institute for Manuscript Studies, Univ. of Pennsylvania; Suzanne Rancourt, Univ. of Toronto Press; and Melissa Levine, Univ. of Michigan–Ann Arbor

Description: Increasingly, universities are requiring graduate students to make their research projects available online via Open Access as a condition of their degree. While there are many benefits to this, a recent MAA survey has shown that university policies vary widely and are not well known among graduate student communities, and the trend towards open access may present challenges to future publication. This roundtable session brings together publishers, librarians, and academic policy makers to discuss the benefits and drawbacks of online Open Access for dissertations. In addition, we hope this session will raise awareness among graduate students and their advisors with regards to their publishing rights and how best to protect their interests. While planned in tandem with our 2013 Leeds panel, this session focuses on the specifics of open access policies in relation to graduate students and their research projects in the United States and Canada. Speakers are asked to consider the following: the benefits for graduate students and junior scholars in making their work available through open access; the drawbacks of such policies; how to proceed in a way that best protects students’ chances of an academic career, recognizing the increasingly competitive nature of the academic job market; and lastly, to speculate on the future of humanities
research training with regard to dissertations and the major research project. The extent to which online repository requirements will impact the ability of new scholars to publish work arising from their studies is, as yet, unclear. Our ultimate aim for this session, however, is to equip graduate students and their advisors with the skills and knowledge necessary to negotiate the changing face of academic publishing.

**Attendance:** c. 45

**Reception:** Cash Bar and reception in Fetzer.

**Attendance:** c. 35

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### 2015

**“The Public Medievalist: A Rountable Discussion on the Middle Ages and Public Engagement”**

**Organizers:** Richard Barrett (Indiana University) and Stephanie Chapman (University of Missouri)

**Chair:** Stephanie Chapman (University of Missouri)

**Panelists:** David Perry (Dominican University), Susan Morrison (Texas State University), Bruce Holsinger (University of Virginia), Sandra Sadowski (medievalists.net), and Paul Sturtevant (Smithsonian Institute)

**Description:** Every year the Graduate Student Committee of the Medieval Academy of America organizes a roundtable discussion at ICMS Kalamazoo aimed at aiding graduate students in various aspects of professional development. For the upcoming Congress, the GSC would like to propose a panel titled “The Public Medievalist” that will complement the CARA-sponsored panel on “Medievalists in the Media,” also proposed for ICMS 2015.

Current developments in the popularization of the sciences, such as Neil deGrasse-Tyson’s revisitation of Carl Sagan’s TV series Cosmos, have enabled scientists such as deGrasse-Tyson to enjoy some cachet as “public intellectuals.” Endeavors such as this have prompted some to ask: “How might the humanities do it?” For our purposes, the question is: “How might the humanities engage in public intellectualism?” For our purposes, the question is: “How might medievalists do it?” After all, popular culture is full of elements that resonate as “medieval,” such as *Game of Thrones* and *The Hobbit*. But, what is the proper role of a medievalist public intellectual beyond being a film consultant or a respondent? And how might we define being a public intellectual today? What career opportunities might present themselves along those lines for graduate students and young professionals?

Several scholars, such as David Perry and Susan Morrison, have already expressed interest in speaking. Perry, Associate Professor of History at Dominican University, is an example of someone who has taken a leadership role as a public medievalist, publishing regularly with CNN and *The Atlantic*, besides *The Chronicle for Higher Education*. Morrison, Professor of English at Texas State University, has taken a different approach as a public medievalist. Her forthcoming book, *Grendel’s Mother: The Saga of the Wyrd-Wife*, is a young adult non-fiction book about medieval women. Through our panel’s additional speakers, which will also include a graduate student, we hope to provide a broad range of experiences and perspectives.
Attendance: c. 100

Reception: Cash Bar and reception in Fetzer.

Attendance: c. 10

“The Modern Grail: Insider Tips from Search Committees to Land that Academic Job (A Roundtable)”

Organizers: Justin Barker (Purdue University) and Tamara Caudill (Tulane University)

Chair: Justin Barker (Purdue University) and Tamara Caudill (Tulane University)

Panelists: Arthur Bahr (MIT), Maribel Dietz (Louisiana State University), Thomas Leek (University of Wisconsin), Stevens Point Alex Mueller (University of Massachusetts-Boston), Ellen Rentz (Claremont), McKenna Michelle Sauer (University of North Dakota), and Monica Wright (University of Louisiana at Lafayette)

Description: This roundtable will bring together scholars who have served on search committees in different disciplines to provide insight into the hiring process and discuss how graduate students and recent PhDs can better prepare for the academic job market.

From advisors and job placement committees to The Chronicle of Higher Education and The Professor is In, there is an overwhelming amount of advice about what one should and should not do on the job market. As the number of available tenure-track positions decreases, the number of how-to books, advice blogs, and conference panels increases; yet with this increase comes a plethora of contradictory, confusing, and sometimes-inaccurate information. Is one peer-reviewed article enough? Or should it be two? What about teaching experience? Service? What exactly does a search committee want? And how do these qualifications vary from institution to institution? This roundtable will focus on hashing out some of these discrepancies.

This roundtable will provide graduate students and recent PhDs an opportunity to hear an insider’s perspective. Scholars who have served on search committees will share their experiences, give advice, and answer questions about the academic job market. The goal of this roundtable is to provide more consistent information so that graduate students and recent PhDs have a better idea what search committees are looking for. This roundtable will be interdisciplinary and should include perspectives from a variety of higher education institutions: that is, small liberal arts colleges, state-funded universities, community colleges, and R1 institutions.

Attendance:

Reception:

Attendance:
Sponsors: Center for Teaching Excellence, Rice Univ., Medieval Academy Graduate Student Committee

Organizers: Joshua Eyler (Rice Univ.), Caitlin Hutchinson (Univ. of Delaware), Tamara Bentley Caudil (Tulane Univ.), Frank Napolitano (Radford Univ.), Shyama Rajendran (George Washington Univ.)

Chair: Joshua Eyler (Rice Univ.), Caitlin Hutchinson (Univ. of Delaware),

Panelists: Kalani Craig (Indiana Univ. - Bloomington), Christine Evans (Univ. of Wisconsin – Madison), Beth Fischer (Univ. of North Carolina – Chapel Hill), Meg Gregory (Illinois State Univ.), Shyama Rajendran, Frank Napolitano, and Gregory Roper (Univ. of Dallas)

Attendance: n/a

Reception: n/a

2018

Meet the Editors: Tips and Techniques on Article Submission for Graduate Students

Organizers: Katherine Sedovic (J. Paul Getty Museum)

Chair: Katherine Sedovic (J. Paul Getty Museum)

Panelists: Sarah Spence (Speculum, Medieval Academy of America), Gale Sigal (Wake Forest Univ.), Chris Africa (Univ. of Iowa), and Michael Cornett (Duke Univ.)

Attendance: n/a

Reception: n/a

2019

Stepping into the Professions: Tips on Navigating a Variety of Career Paths for Medievalist Graduate Students and Early Career Scholars (A Roundtable)

Sponsors: Arizona Center for Medieval and Renaissance Studies (ACMRS), Medieval Academy Graduate Student Committee

Organizers: Courtney A. Krolkoski (McGill Univ.)

Chair: Courtney A. Krolkoski (McGill Univ.)
Description: “From Graduate School to Historical Outreach: Navigating the Job Market after the Medieval PhD,” Danielle Griego (State Historical Society of Missouri), “Multidisciplinary Pasts, Multiple Futures,” Susan Dudash (Arizona State Univ.), “(Happy) Medievalists Working beyond the Professoriate,” Laura Morreale (Independent Scholar)

Attendance: n/a

Reception: Cash Bar and reception

Attendance: ca. 25

2020

Cancelled due to COVID-19

2021

Teaching the Middle Ages with Inclusivity and Diversity (A Roundtable)

Organizers: Jacob W. Doss (University of Texas at Austin) and Jonathan F. Correa Reyes (Pennsylvania State University)

Chair: Jonathan F. Correa Reyes (Pennsylvania State University)

Panelists: Bryan C. Keene (Riverside City College), Shirley McPhaul (University of Puerto Rico–Rio Piedras), and Eduardo Ramos (Pennsylvania State University)

Description: In light of recent developments politically and within the field of Medieval Studies concerning race, white supremacist factions, LGBTQ* needs, and the #MeToo movement, there is a necessity for more discussions on how to approach pedagogy and teaching in the Medieval Studies classroom. For graduate students who are just beginning to teach, building teaching philosophies and a toolkit of approaches to confronting misogyny, racism, and exclusivity is important. We hope to provide a space with this roundtable for discussing constructive approaches to the classroom in regard to these complex issues. Pedagogical frameworks of inclusivity and diversity will be encouraged in the discussion and presentations. We encourage participants to develop both philosophical and practical discussions for developing more inclusive and diverse teaching of the Middle Ages that stresses content, including examples of syllabi and assignments, but especially presenting primary and secondary readings, images, and artifacts alongside discussions of pedagogical strategies.

Attendance: ca. 50

Reception: Social Hour held via Zoom.

Attendance: ca. 12
2022

“Medieval Studies and Community: Scholarship and Outreach” (Roundtable)

Organizers: Kersti Francis (University of California—Los Angeles) and Jonathan Correa-Reyes (Pennsylvania State University)

Panelists: Ethan Gilsdorf (independent scholar), Sarah Ifft Decker (Rhodes College), Glenn Kumhera (Pennsylvania State University–Erie, The Behrend College), and Kersti Francis.

Description: Topics covered included Dungeons and Dragons as a form of community engagement, creating podcasts on topics in the Middle Ages, and community-building between scholars of the Middle Ages and the general public.

Reception: Due to the restrictions of COVID-19, the GSC hosted a virtual game night for graduate student attendees at the 2022 ICMS instead of the typical in-person social hour.

Leeds

2005

“Getting Published: What Every Postgraduate Should Know”

Organizer and Chair: J. Patrick Hornbeck (Oxford)

Panelists: Terryl N. Kinder (Citeaux: commentarii cistercienses); Christine Appel (Routledge); Richard K. Emmerson (Speculum); Simon Forde (Brepols); Gordon C. F. Forster (Northern History); Alaric Hall (eSharp); and David Watt (U of Manitoba)

Attendance: over 40

Reception: Cash-bar at the Bodington Bar

Attendance: not given

2006

“Across the Pond: Transatlantic Perspectives on Graduate Study and the Job Market”

Organizer: J. Patrick Hornbeck (Oxford)

Chair: Daniel J. DiCenso (Cambridge)
Panelists: James Wade (Cambridge), Aidan Keally Conti (U. of Bergen, Norway), Julian Hendrix (Cambridge) and Albrecht Diem (Institut für Mittelalterforschung, Österreichische Akademie der Wissenschaften)

Attendance: 30

2007

“Demystifying the Job Market: Applying and Interviewing for Academic Positions and Post-Doctoral Research Posts”

Organizer: James Wade (Cambridge)

Chair: Daniel J. DiCenso (Cambridge)

Panelists: Laura Ashe (Queen Mary, University College, London), Alaric Hall (Leeds), Amanda Holton (Reading), and Shana Worthen (University of Arkansas, Little Rock).

Description: This session tackled the difficult issues surrounding the current job market, laying out the peculiarities of applying for positions both in the UK and abroad. The panelists consisted of newly hired junior faculty members and post-doctoral researchers who commented on all aspects of the job application process in North America, Europe, and elsewhere.

Attendance: not given

2008

“‘Many a labour, many a greet emprise’: Early Career Options for Graduate Students and Recent PhDs.”

Organizer: James Wade (Cambridge)

Chair: Jennifer A. T. Smith (UCLA)

Panelists: Nicolas J. Bell (Music Collections, The British Library), Mary Flannery (Getty Museum, LA), and J. Patrick Hornbeck (Fordham).

Description: Following the Graduate Student Committee's roundtable discussion at last year's congress on the intricacies of applying and interviewing for academic positions, this session aims to broaden the scope of enquiry by looking at a range of career options available to those entering the current job market. The session will consider the multitude of possibilities within the standard career routes of tenure-track/permanent positions and post-doctoral fellowships, along with other options such as temporary teaching posts, archival and museum work, and other non-traditional academic jobs. Panelists will consist of academics in various fields of employment who can comment specifically on their experiences on the job market.

Attendance: not given

2009

—No panel—
Informal pub night

**Organizer**: Kathleen Neal (Monash)

**Attendance**: 13

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**2010**

"*From Postgraduate to Professional: Planning and Preparing for your Career in Medieval Studies*"

**Organizer and Chair**: Kathleen Neal (Monash)

**Panellists**: Alaric Hall (Leeds), Rosamond McKitterick (Cambridge), M. Alison Stones (Pittsburgh) and Jan Ziolkowski (Harvard).

**Attendance**: about 35

**Wine reception**: Funded by the MAA, to the value of $100

**Attendance**: c. 25

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**2011**

"*Surviving the Academic Interview: A Roundtable Discussion.*"

**Organizer**: Sarah Celentano (UT-Austin) & Kathleen Neal (Monash)

**Chair**: Kathleen Neal (Monash)

**Panelists**: Daniel Franke (U of Rochester, NY), Alice Rio (King's College, London), and Sita Steckel (Westfälische-Wilhelms Universität, Münster).

**Description**: This session will offer advice and tips to graduate students of all levels on what to expect and how to perform well in academic job interviews. Issues to be addressed may include: an overview of the interview process; anticipating and answering challenging questions; strategies for phone and campus interviews; how best to present one’s research when interviewing in different academic scenarios (e.g. PhD-granting institutions, small liberal arts institutions, or community colleges); preparing teaching demonstrations and/or portfolios; interacting with an institution’s graduate students; differences between interviews for different types of position (adjunct vs. tenure-track; research vs. teaching focused); knowing when an institution is the right or wrong fit; balancing professionalism and collegiality; advice on job negotiations (e.g. with the Dean or department Chair). Panelists will present their personal top 10 tips before taking questions from the floor. Light refreshments will follow.

**Attendance**: 42

**Wine reception**: Funded by the MAA, to the value of $150 (total cost $146)

**Attendance**: 20
2012


Organizers: Elizaveta Strakhov (UPenn) and Sebastian J. Langdell (Oxford)

Chair: Michelle Urberg (UChicago)

Panelists: David Wallace (UPenn), J. Patrick Hornbeck (Fordham), Peter Stokes (King’s College, London) and Pavlina Rychterová (Österreichsiche Akademie der Wissenschaften)

Description: This panel invites reflections on the intellectual benefits of studying and teaching medieval culture in an increasingly interconnected world. What new and exciting opportunities await the twenty-first century medievalist? How can we create and nurture transnational communities of medievalists? We welcome perspectives on these questions, and offer the following as potential areas of exploration: the use of international databases, digitization projects, and other scholarly initiatives to facilitate teaching and the advancement of research in the medieval period; the use of technologies such as Skype and platforms such as Facebook, Academia.edu, Google +, and Google Maps to foster international discourse on medieval texts and manuscripts; the relationship between the increasingly shrinking modern world and the increasing interest in reevaluating geographic and temporal boundaries within medieval studies; and the fruits of ongoing academic projects that encourage the development of transnational intellectual communities. How can one open up new and interesting routes of scholarly communication and investigation in the age of globalization? And, finally, what might one draw from the medieval past when calibrating one’s own academic compass?

Attendance: 27

Wine reception: funded by $127.50 from the MAA

Attendance: 35-40

2013

"Your Dissertation and Your Rights: What all Savvy Grads Should Know about Publishing and Open Access Requirements"

Organizers: Caitlin Holton (Guelph) and Rachel Gibson (U of Minnesota-Twin Cities)

Chair: Caitlin Holton

Panelists: Julian Deahl (Brill), Simon Forde (CARMEN: The Worldwide Medieval Network), Stephanie Ireland (Oxford UP), Caroline Palmer (Boydell and Brewer), and Leah Tether (Anglia Ruskin U).

Description: Increasingly, universities in the UK, EU, and North America require graduate students to make their research projects available online via Open Access. While there are many benefits to this, it may also present challenges to future publications. This round table session will bring together publishers, representatives of online repositories, and academic policy makers in order to
discuss the benefits and drawbacks of online Open Access. In addition, we hope this session will raise awareness among graduate students and their advisors with regard to their publishing rights and how best to protect them.

Attendance: 40

Wine Reception: Working with $150 we were able to provide a wine/soda option and some very light snacks, which seemed to be enough. These funds came in excess from the MAA, as they did not host an event at Leeds in 2013.

Attendance: 60

2014

“Building Your Empire: Balancing Family and Academia From Graduate School to Tenure”
Organizers: Rachel D. Gibson, University of Minnesota –Twin Cities and Alice Isabella Sullivan, University of Michigan
Chair: Claire Trenery (Royal Holloway, University of London)
Panelists: Ilya Afanasyev (Hertford College, Oxford University), Kimm Curran, Institute of Historical Research, University of London, Jane Gilbert, Senior Lecturer in French at University College London, Catherine Holmes (University College, Oxford), Zoe Opacic (Birkbeck College), Amanda Power (University of Sheffield).
Description: This round table will address the attitudes, realities, and challenges to medievalists raising families while pursuing a career in academia. With the uncertainty of the current economic climate and shifting academic hiring practices, balancing the needs of work and family presents new difficulties for junior scholars hoping to establish themselves professionally. Our speakers will address some of the current obstacles and solutions to accommodating family in academia, from completing the dissertation while raising children, to researching abroad, single parenting, career advancement, family-friendly conference accommodations, persistent gender-roles and expectations for both sexes, and the challenge of the job search.

Attendance: c. 50

Wine reception: Rather than host its own reception, the GSC’s reception will be absorbed into the MAA main reception in 2014.

2015

“The Public Medievalist: What it Means for Medievalists to be Public Intellectuals Today—A Round Table Discussion”
Organizers: Alice Isabella Sullivan (University of Michigan) and Christopher Riedel (Boston College)
Chair: Sanne Freqin (University of Amsterdam)
Panelists: Erik Kwakkel (University of Leiden), Andrew James Johnston (Freie Universität Berlin), Matthew Gabrielle (Virginia Tech University)
Description: This roundtable will consider what it means today for a medievalist to be also a public intellectual. Current developments in the popularization of the sciences, such as Neil deGrasse-Tyson’s revisitation of Carl Sagan’s TV series Cosmos, have enabled scientists such as deGrasse-
Tyson to enjoy some cachet as “public intellectuals.” How might the humanities, and medievalists in particular, do it? Popular culture is full of elements that resonate as “medieval,” but what is the proper role for a medievalist public intellectual beyond being a film consultant or a respondent? What career opportunities might present themselves along these lines to young professionals?

**Attendance:** c. 75

**Wine Reception:** “busy crowd”

### “More Famine than Feast? Preparing for the Academic Job Search (A Roundtable)”

**Organizers:** Anya Adair (Yale University) and Timothy Nelson (University of Arkansas)

**Chair:** Anya Adair (Yale University)

**Panelists:** Vincent Gillespie (University of Oxford), Susan Irvine (University College London), Catherine Karkov (University of Leeds), and Ursula Lenker (Ludwig-Maximilians-Universität München)

**Description:** Though these are lean years for academic positions, the buffet of job blogs, how-to books, journal columns, and local advice provides something of a surfeit to job-seekers. Information can be contradictory, confusing, and sometimes inaccurate. How important is publication - should a graduate aim for more than one? What about teaching experience? Service? What are some common pitfalls for applicants? What exactly does a search committee want, and how do these requirements vary from institution to institution? By bringing together scholars from various medieval disciplines and from a variety of higher education institutions, this round table will seek to arm participants for the challenge of presenting their research and experience to an academic search committee.

**Attendance:**

**Wine Reception:**

2016

2017

*The GSC did not host a panel at Leeds 2017 because we could not get enough panelists to commit to a roundtable*

**Attendance:** n/a

**Wine Reception:**

2018

*The Academic Work-Life Imbalance: Tips and Techniques for Managing Graduate School and Your Personal Life*
Organizers: Courtney Krolikoski (McGill University)

Chair: Lucy Christine Barnhouse (College of Wooster)

Panelists: Anna Peterson (Independent Scholar), Abigail G. Robertson (University of New Mexico), and Faith Wallis (McGill University).

Description: As the MAA-GSC’s mission is to voice the concerns of young scholars, this round table discussion will bring together three or more recent PhDs and established academics to discuss the work/life imbalance that arises from the competing, often demanding, commitments of graduate school. We will call upon participants to discuss the importance of balance in completing their doctoral studies and how they were able to do so successfully while being mindful of their wellbeing. We hope that such a panel will advance the growing discussion around mental health and the work/life imbalance that persists within academia, and, in turn, give graduate students the tools and resources to complete their degree and excel in their field and future careers.

Attendance:

Wine Reception:

2019 How To Sell Your Post-Graduate Degree in Medieval Studies Outside the Tenure-Track Job Market

Organizers: Emerson Richards (Indiana University and University of Manchester)

Chair: Austin Powell (Catholic University of America)

Panelists: Sam Lehman (Memorial University of Newfoundland), Laura K. Morreale (Independent Scholar, Washington, DC), and Jimmy Richardson (UK Civil Service, London).

Description: Tenure-track (TT) positions are increasingly rare. The American Historical Association found 47% of History PhDs in the USA between 2004 and 2013 are TT. The same study found 18% of PhDs in the private, government, or non-profit sectors. So, how might medievalists sell themselves to employers outside of TT? What options are there for medievalists not interested in TT? This panel brings together medievalists employed outside TT to talk about their experiences in fields often neglected in graduate programs. The aim is to help graduate students and early career PhDs better position themselves for employment outside the traditional academic market.

Attendance:

Wine Reception: The GSC hosted an informal Pub Night. There were about 20 attendees.

2020 Cancelled due to COVID-19
**Reception:** The GSC hosted a virtual reception over Zoom due to the COVID-19 pandemic. Registration was required and a password-protected room used in order to avoid online trolls or harassment.

**2021**

**Public Medievalism: Responsibility and Cultural Heritage**

**Organizers:** Julia King (University of Bergen) and Logan Quigley (University of Notre Dame)

**Chair:** Logan Quigley (University of Notre Dame)

**Panelists:** Iona Lister (University of Toronto), Ruthann Mowry (University of Illinois at Urbana Champaign), and Julia Faiers (University of St. Andrews)

**Description:** This roundtable was conceived in response to the 2019 Notre Dame fire and asks its participants to consider how medievalists might cross the borders between academia and public discourse in order to shape discussions about medieval sites, medieval history, and national identity. These questions are especially important in light of the appropriation of the medieval past by white supremacists. In this roundtable, we invite contributors to discuss: fighting white supremacism within cultural heritage discourses; the role of the expert in discussions of public heritage; and careers for medievalists within the cultural heritage or public sectors.

**Attendance:**

**Wine Reception:**

**2022**

**“Gatekeeping the Middle Ages: Accessing, Controlling, and Disseminating the Medieval Past in a Modern World” (Roundtable)**

**Organizers:** Logan Quigley (University of Notre Dame)

**Chair:** Mary Alcaro (Rutgers University)

**Panelists:** Arielle McKee (Gardner-Webb University), Logan Quigley (University of Notre Dame), and Gregory Tolliver

**Description:** The roundtable sought to engage in current dialogues about how to open the study of the Middle Ages to more students, as well as individuals outside of academia, in a culturally responsible way. Speakers covered topics such as the role of fantasy and imagination and medieval culture; multimodal access to special collections; and balancing the use of historical context and anachronisms when teaching about the Middle Ages and medievalism.

**Wine reception:** n/a
Other Conferences

ANZAMEMS

2011

“Thinking Beyond the Thesis: Planning your Career in Medieval Studies”

**Organizer and Chair:** Kathleen Neal (Monash)

**Panelists:** Elizabeth Freeman (U of Tasmania), Dauvit Broun (U of Glasgow), Alastair Minnis (Yale), and Kim Phillips (U of Auckland)

**Description:** The roundtable took the form of a Q&A that explored issues such as: crafting an effective CV; what to emphasize in terms of teaching vs. research for the US vs. UK vs. Australisan job markets; how best to prepare for interviews; and how long to remain on the market. This was the first GSC event hosted outside the Northern Hemisphere and made a great impression.

**Attendance:** 16 (this was about 5% of attendees of the whole meeting: the low turnout can be attributed jointly to scheduling conflicts, and to the location of the meeting in Southern New Zealand, with fewer than normal students travelling from Australasian cities to take part.)

**Reception:** no information provided

2013

“Academic Border-Crossing: A Roundtable on International Career Opportunities”

**Organizers:** Ethan Zadoff (CUNY) and Elizaveta Strakhov (UPenn)

**Chair:** James Smith (U of Western Australia)

**Panelists:** Claire Monagle (Monash), Stephanie Downes (U of Melbourne), Rebecca McNamara (U of Sydney) and Krijn Pansters (Tilburg U)

**Description:** This roundtable brings together several scholars with experience in studying and working in different parts of the US, Europe and Australasia. Some of the questions and issues the roundtable hopes to raise include: What are some of the most striking differences between institutions in the US, Australasia and Western Europe (British Isles vs. the Continent), especially in terms of the kind of graduate work they foster and the kinds of preparation they offer to their students? In what ways does living and communicating internationally have an effect on the scope of a scholar's work and/or his or her methodology? Is there an ongoing "loss in translation" between scholars in different corners of the world, or is the Age of Globalization beginning to eradicate those
barriers? Do different funding structures in these regions have an effect on scholarship? Lastly, what practical advice might we be able to offer the ANZAMEMS graduate students and emergent (or emerging) scholars in the audience in terms of pursuing an international career?

**Attendance:** 43

**Reception:** not planned

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2015

*“Career Options for Graduate Students and Recent PhDs beyond the Tenure-Track Job”*

**Organizers:** Alice Isabella Sullivan (University of Michigan) and Jennifer Grayburn (University of Virginia and Chair, ICMA SC)

**Chair:** E. Amanda McVitty (Massey University)

**Panelists:** Jan Pinder (Monash University), Guy Carney (Brepols Publishers), Irena Larking (St John’s College, University of Queensland)

**Description:** This roundtable seeks to reflect on the realities of the current academic job market and consider the range of career options available to graduate students and recent PhDs beyond the tenure-track/permanent position. What are some of the alternative career paths for young scholars that bypass the traditional focus on obtaining tenure-track jobs? How should graduate programs structure their standards/principles/values of professionalization to work within the current economic and humanistic realities of the twenty-first century? The panelists will consist of academics in various fields of employment who can comment specifically on their experiences on the job market and offer practical advice to ANZAMEMS graduate students and emergent (or emerging) scholars in the audience.

**Attendance:** c. 45

**Reception:** not planned


Receptions and Pub Nights

Overview

The GSC usually hosts receptions at Kalamazoo and Leeds, and often a pub night at the MAA meeting. As of 2020, the GSC was allotted $1400 by the MAA to spend at each of these three events. To pay for these events, a member of the GSC charges the fee to their credit card and then submits the receipt to the Academy Office, through the Chair, for reimbursement by check. It takes from four to six weeks to receive the reimbursement.

Kalamazoo

In order to organize a reception for Kalamazoo, the organizer will need to fill out the form at this link: [http://www.wmich.edu/medieval/congress/submissions/index.html#MeetingReception](http://www.wmich.edu/medieval/congress/submissions/index.html#MeetingReception). This form is always due on October 1. Be sure to request for our typical Thursday timeslot at 5:30 PM in Fetzer or Barnhard; often we are in a room off to the side of the main open area on the first floor. In the past we had been able to move out into the open area and thus attract more people, but the policies became stricter in 2012. Plan for about 40 people to attend.

Denise Richards (denise.richards@wmich.edu) is the Conference Services Manager at WMU and can help explain the form or the venue if questions arise. Specific catering needs can be addressed via email with the contact person in February, closer to the date of the conference.

Leeds

Planning the Leeds reception is not nearly as streamlined as the one for Kalamazoo. However, we have a lot more control over the time and place of this reception than at Kalamazoo. The budget and menu is roughly as follows:

- Assorted nibbles (crisps, nuts, olives) @ £1.50 per person x 12*
- 2 x Chenin Blanc @ £15.95
- 2 x Cape Red @ £15.50
- TOTAL: £80.90

This budget needs to be taken care of at the latest by the middle of June. Plan for about 20-25 people to attend. As of 2013, the conference is moving to a new venue at the University of Leeds, and we do not yet know our new contact...

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12 Given the low turnout at the cash bar reception in 2012 due to competition from a great number of open bars occurring in the same time slot, the GSC is going to make sure to advertise the event as an open bar and to increase the amount of food it offers in order to better compete with other conference offerings. ES.

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person for reception events, so bookings should be sent to the general queries email: imc@leeds.ac.uk. Bookings must be made by December 1 for inclusion in the program.

In 2020, the GSC hosted a virtual reception over Zoom due to the COVID-19 pandemic. Registration was required and a password-protected room used in order to avoid online trolls or harassment.

**MAA Annual Meeting**

*It is recommended that the work of coordinating this event begin around the time the paper proposals are due for the MAA meeting in June.* The pub night at the MAA meeting requires the most work of these three events. It is coordinated with the Chair of the Local Arrangements Committee and sometimes in conjunction with a representative from a local graduate student group. In the past the Local Arrangements Chair has helped to find a venue that is appropriate to host such a gathering. To host about 40 people, it will cost anywhere from $500 to $900 with food and drinks. The size of this event is directly correlated to the location of the meeting (e.g. a West Coast meeting will likely be smaller) and to the number of graduate students in medieval studies at the host institution(s). In 2012, the GSC split the cost of the event between the MAA funds and a donation from the CMRS at SLU. In 2009, when the meeting was in Chicago, DePaul paid for the event, similarly in 2010, institutional support was given to pay for a pub night in New Haven. Planning this event early (in June) allows for the host institution to budget for a donation/co-sponsorship of this event.
**Mentoring Program**

**Overview**
Because the GSC mentorship exchanges are intended as a form of career advising, our objective is to pair a student and a scholar according to discipline and, where possible, specialization. This program is not limited to students and scholars. In recent years early career academics (postdocs, librarians, independent scholars, booksellers) have been matched with mentors in alt-ac careers, to great success.

The mentorship program underwent a major overhaul in 2010, spearheaded by Sarah Celentano. It was originally established in 2006 as a way to extend a welcome to less experienced graduate students by pairing them with their more experienced graduate counterparts. The program now invites faculty members instead of graduate students to serve as mentors and features a stronger focus on networking and professionalization. The original program entailed mentors contacting mentees at least three times a year. Although successful, the year-long commitment became less desirable for the mentors. In 2010, the format of the program was accordingly changed so that mentors and mentees met in person at a specific conference for short-term networking. The pairing can become a long-term mentorship relationship if the parties so choose. During the 2012/2013 term the GSC established a policy of a maximum of 50 pairs per conference.

During the 2020 COVID-19 pandemic, the mentoring program moved to a virtual setting where mentors and mentees contacted each other over their digital platform of choice (commonly Zoom). This was initially meant as a replacement for the already planned programs at MAA and Kalamazoo, but by Leeds it was planned from the start as a virtual program. Virtual programming has proved extremely popular (in 2020 129 mentees signed up) and there has been discussion at the GSC level to provide a regular virtual service in addition to the scheduled conference programs. During the 2021-2022 term, GSC members Lauren Van Nest and Mary Alcaro collaborated with the newly established Mentoring Program Committee (MPC) to improve upon our Mentoring Program. We collected data from previous mentees via a questionnaire distributed by the GSC and the MAA. We identified areas to improve upon and altered the program’s workflow to incorporate steps or more communications that would help us reduce the likelihood of mentors not contacting their mentees, for instance. The MPC also developed a document which outlines guidelines for mentors that the GSC now distributes to mentors. Lastly, we will be working with a liaison from the MPC (one will be assigned per conference) to help us address issues that might arise on an ad hoc basis, such as mentors failing to communicate with mentees.

**E-Mails**
The initial invitation to the program (template 1) contains a link to a Google Forms. This form is for mentor and mentee participants and is updated annually to reflect new participation due dates for the three conferences. In addition to providing contact information and institutional affiliation here, mentees can select particular issues on which they would like to receive mentoring. Likewise, mentor volunteers can select those issues on which they feel qualified to provide advising. When the due date for the upcoming conference has passed, the GSC members responsible for organizing the mentorship program for that year can access all submitted responses via Google Forms and Sheets. Responses from student mentees and volunteer mentors for the upcoming conference should be extracted and recorded in a separate Google Sheets or Excel spreadsheet.

The program runs according to the following general schedule:13

- **8 weeks before conference**: initial call for participants (see e-mail template 1 on following page) with due date of 4 weeks before beginning of conference
- **5-6 weeks before**: send reminder email
- **4 weeks before**: begin pairing mentors and mentees
- **3-4 weeks before**: send personalized notification/introduction e-mails and personalized e-mails to mentors and mentees (template 2a)
- **2 weeks before**: send reminder email to mentors to contact mentees (template 3a)

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13 Altered as of November, 2012 from previous years following responses in the most recent survey feedback and to manage growing popularity of the program.
• 1 week before: send email to all mentees directing them to contact the coordinating GSC members if they have yet to be contacted by their mentor (template 3b); notify mentors who have not been paired with a personalized email (template 2b)

*If there are more mentees than mentors, it is possible to ask a mentor to take on multiple mentees (limit 3). In these cases, check with the mentor before making the assignment. In cases of extreme disparity between mentors and mentees (as in 2020) a survey can be used to gauge mentors' willingness to take on multiple mentees. This is a last resort solution; future solutions to excessive disparities between mentors and mentees (such as mentor recruitment) should be discussed at a future meeting of the GSC. Beginning in 2021, a question was added to the participant poll requesting mentors input their preferred number of mentees (as few as 1, as many as 3) to accommodate the sustained increase in mentee participation.

Who to Email/Publicizing the Program
Circulate the call for mentors as widely as possible and to a number of listservs. First priority sites include: the MAA Executive Director (to circulate on our behalf), our Med-Grad listserv, the MAA Graduate Student Group, the GSC's Twitter and Facebook accounts. Other listservs include but are not limited to the Society for Medieval Feminist Scholarship, NYU's MED-REN, and mediev-l, MEDTEXTL, etc. For the MAA, we have sent additional notices to the host institution and asked them to pass it along. For Kzoo, we have also sent notices to some of the big medieval programs and asked them to pass the info on to students.

Feedback Survey
At the end of each year’s conference cycle, all mentees and those mentors who were paired throughout the year should receive an e-mail asking for their feedback on the program. The e-mail will contain a link to an online survey using Google Forms, and the GSC member can review the data by accessing it via Google Forms and Google Sheets. **This aspect of the program requires further development and implementation.**

E-mail Templates

1) Initial call for participants:

REMINDER: DEADLINE TO REGISTER AS A MENTOR OR MENTEE:
DUE DATE

The Graduate Student Committee (GSC) of the Medieval Academy of America invites both those attending the NAME OF MEETING, hosted by the HOST (DATE), as well as any other interested medievalists to participate in the GSC Mentoring Program.

The GSC Mentoring Program facilitates networking between graduate students or early career scholars and more established scholars by pairing students and scholars according to common interest or academic discipline.

Mentorship exchanges are intended to help students establish professional contacts with scholars who can offer them career advice. The primary objective of this exchange is for the relationship to be active during the conference, though mentors and mentees are encouraged to continue communication after a conference has ended.
We have recorded an increased interest in the GSC Mentorship Program since it has been held virtually due to COVID-19 restrictions. We will attempt to match all those who register as a mentee with mentors; however, if need be, preference will be granted in order of form submission.

To volunteer as a mentor (faculty, librarians, curators, independent scholars) or to sign up as a mentee, please submit the online form, linked here, by DUE DATE.

On behalf of the committee, thank you and our best,

COORDINATOR NAMES
YEAR Mentoring Program Coordinators

2) Notification E-mails:

2a) Mentee assigned, brief introduction:

Subject Line: MAA GSC Mentorship Program - NAME OF MEETING

Dear Mentor’s First Name and Mentee's First Name (if we may),

We hope this email finds you well during this challenging time, and that you and your families are keeping safe and healthy.

We thank you for your participation in the MAA Graduate Student Committee’s virtual mentorship program for the NAME OF MEETING, held in a hybrid format DATE at the HOST (LOCATION). We are thrilled that we received such an enthusiastic response to the virtual mentorship program, and we thank you for your participation.

We have decided to pair the two of you due to your shared interests in ________ and selected discussion topics of ________. We hope the exchange will be enjoyable and beneficial to you both.

To accommodate the conference’s hybrid format, we recommend that you connect remotely using any one of a variety of tools, such as the video streaming services including Zoom, Skype, Google Hangouts, Microsoft Teams, or FaceTime. Alternatively, you can speak over telephone, or meet in-person (geography and safety-permitting). Whichever method you would prefer is entirely up to you.

Mentor, as mentor, please initiate contact via email and suggest possible options. Mentee can be reached at Mentee’s email. To assure that these meetings are arranged in a timely manner, we will be sending gentle reminders in the upcoming weeks to both mentors and mentees as the conference draws near.

Mentee, please be sure to prepare questions for Mentor. It is to your benefit that your meeting has a strong sense of direction and purpose. Mentor, we have attached “Guidelines for Mentors” developed by the MAA’s Mentoring Program Committee (MPC), which we encourage all mentors to reference. After conducting your initial meeting, we encourage you to continue communicating with each other in the interest of forging meaningful professional relationships.
Thanks again for participating - your flexibility and generosity in a difficult time is one of the best parts of our field! Mentor and/or Mentee, please feel free to contact the GSC Mentoring Program Coordinators (cc’d) with any questions or concerns in the upcoming weeks. We are here to support you.

Best,
COORDINATOR NAMES
GSC Mentoring Program Coordinators YEAR

Attachments: MPC Mentorship Guidelines

2b) Mentee not assigned, services not needed:

Dear MENTOR,

Thank you for your interest in participating in the MAA Graduate Student Committee’s virtual Mentorship Program for the NAME OF MEETING, held in a hybrid format DATE at the LOCATION (DATE). We were thrilled to receive an enthusiastic response to the virtual mentorship program, especially from potential mentors. Because more mentors than mentees signed up to participate, we were unable to pair all interested mentors in this particular mentorship cycle. Unfortunately, due to the specific pool of participants, we were unable to pair you to a mentee at this time. However, we hope that you will consider participating in the GSC’s Mentorship Program in the future, at which time we aim to find a mentee whose research and professional interests best align with your own.

Thank you again for your interest in the program; we hope you will participate in future mentorship cycles, such as the SUBSEQUENT MEETING NAMES. Until then, please do not hesitate to reach out with any questions or concerns.

All best,
COORDINATOR NAMES
GSC Mentoring Program Coordinators YEAR

3) Reminder Emails

3a) To Mentors

Dear Mentors,

Thank you for your participation in the MAA Graduate Student Committee’s virtual Mentorship Program for the NAME OF MEETING, held in a hybrid format DATE at the HOST (LOCATION). We have received an enthusiastic response to the GSC Mentorship Program, and are delighted that you have decided to be a part of it. We know this is a busy time, so this email contains a few reminders.

In order to facilitate the virtual mentorship process, we ask that mentors initiate contact with their mentees suggesting possible times and platforms on which to (virtually) meet. If you have not already done so, please email your mentee this week to set up this meeting. For your perusal, we have attached “Guidelines for Mentors” developed by the MAA’s Mentoring Program Committee (MPC), which includes helpful reminders for both first-time and experienced mentors alike. It is our hope that after conducting your initial meeting,
you and your mentee will continue communicating with each other in the interest of forging meaningful professional relationships.

Thank you again for your participation, and for your flexibility and generosity. The gift of your time is invaluable to our mentees, and an asset to the MAA as a whole. If you have any questions or concerns, please do not hesitate to reach out to GSC Mentoring Program Coordinators, cc’d above.

Best,
COORDINATOR NAMES
GSC Mentoring Program Coordinators YEAR

3b) To Mentees

Dear Mentees,

Thank you for your participation in the MAA Graduate Student Committee's virtual Mentorship Program for the NAME OF MEETING, held in a hybrid format DATE at the HOST (LOCATION). We have received an enthusiastic response to the GSC Mentorship Program, and are delighted that you have decided to be a part of it.

In order to facilitate the virtual mentorship process, we ask mentors to initiate contact with their mentees suggesting possible times and platforms on which to (virtually) meet. If you have not yet been contacted by your assigned mentor, please reply to this email to let us know. It is our hope that after conducting your initial meeting, you and your mentor will continue communicating with each other in the interest of forging meaningful professional relationships.

Thank you again for your participation in the Mentorship program. If you have any questions or concerns, please do not hesitate to reach out to GSC Mentoring Program Coordinators, cc’d above-- we are here to serve you!

Best,
COORDINATOR NAMES
GSC Mentoring Program Coordinators YEAR
Newsletters

Overview

The GSC has a long history of informing its constituency with newsletters, but, since their inception in 2005, they had been published at rates of no more than one per year and sometimes skipping a year. The Committee has made a strong effort to regularize their publication at a rate of three times per year (March, July, and October) and hopes that this rate be maintained from now on.

Content

Newsletters compiled by the GSC have historically been used to inform the GSC’s constituency about the recent activities of the committee (summaries of recent conference panels, mentoring, digital initiatives), upcoming conferences, CFPs, and fellowship applications. The chair usually writes a brief letter addressing matters of his or her choosing. In more recent years, as announcements have shifted to social media platforms, the newsletter has begun to focus on commissioned narrative pieces covering topics relevant to medievalist graduate students. These include Conversion Narratives, which profile graduate students speaking of their “conversion” to Medieval Studies, as well as series on teaching/mentoring, alt-ac careers, and work-life balance that draw on the perspectives of medievalists at all stages of their academic careers.

Format and Distribution

Newsletters are currently published in .pdf and email form and circulate among the listserv and the MAA graduate student email list. It must be vetted by the Executive Director before it is sent to our Med-Grad listserv. Broader circulation: the final version must be sent to the Executive Director for circulation to the MAA graduate student email list, posted to the Graduate Student Group blog at the MAA website, and linked to through the MAA newsletter. The newsletter can also be posted to Facebook and Twitter.
MAA GSC Grant for Innovation in Community Building and Professionalization

(a.k.a. MAA/GSC Grant)

The MAA / GSC Grant was developed during 2013, accepted in 2014, and implemented that fall. Below is a description of the grant and that call for applicants as updated by the MAA in Winter 2016. The GSC chair will participate in the selection process.

The MAA/GSC Grant will be awarded annually to an individual or graduate student group from one or more universities. The purpose of this grant is to stimulate new and innovative efforts that support pre-professionalization, encourage communication and collaboration across diverse groups of graduate students, and build communities amongst graduate student medievalists. Examples of such projects include: a graduate student conference; an online journal; a lecture or workshop series; a collective excursion to an archive, museum, architectural or archaeological site; performances (of medieval music, medieval drama, etc); or the creation of collaborative digital humanities projects, to name but several possibilities. This grant is therefore intended to support a wide range of activities by investing in the merits of innovative new approaches that simultaneously build professional communities and promote research, publication, and teaching.

Awards will be based on detailed grant proposals adjudicated by the Academy’s Committee on Professional Development in consultation with the GSC Chair. Recipients will be required to submit a progress report to the Academy and to the GSC and will be invited to present their activities and findings at a special MAA GSC panel at Kalamazoo, Leeds, or the MAA Annual Meeting. Preference will be given to projects that clearly demonstrate a level of practical professionalization, contributing in some form to the development of skilled research, teaching, or publication that prepares graduate students for success and advancement in academic careers. The feasibility of implementation within 12 months, the promotion strategy, and a demonstrated need for the grant in order to complete the project successfully are also important factors in the evaluation. In general, one (1) grant of $2,000 will be awarded, but the award may be divided among multiple projects at the discretion of the adjudication committee.

Eligibility:

- All applicants and collaborators must be MAA members in good standing by January 15 of the year in which the application is submitted.
- The award is available to both individuals and groups. When submitting a group application, one individual must be designated as the primary applicant for the project and must remain in this position throughout the implementation of the award (i.e. 12 months from the date of award).
- At the time of submission, the primary applicant and all collaborators must be graduate students enrolled in full-time programs (without geographic restriction).
- The primary applicant must remain enrolled in a graduate program during the course of the grant. However, collaborators who complete their course of study within 12 months of the date of the award, but remain members of the MAA, may continue to participate without affecting the status of the grant.

14 Originally, as was posted in Fall 2014 (for the 2015 deadline), the grant was to be awarded biennially. However, within this past year, the MAA has decided to award and fund the grant annually, allowing for a 2016 deadline for the second year of applications. SC.
Application components:

- Biographical cover page (completed online)
- PDF Application Package including
  - Proposal (not to exceed two pages, single spaced) that includes:
    - A description of the project and intended outcomes, as well as an intellectual justification for the effort. The description should speak to how the proposed project meets the grant’s aims of community building, interdisciplinarity, innovation, or invention.
    - A strategy for promotion, both considering the project and its results. This may include academic promotion (such as participation in various conferences) but could also describe press releases, newspaper articles and other non-academic avenues. Plans to preserve and make the project widely available via podcast, YouTube, blog, or website should also be included in the proposal.
  - A detailed one-page projected budget for the project disclosing any means for additional funding, whether anticipated or secured.
  - One-page CVs from the primary applicant and up to five (5) collaborators.
- One letter of support (not to exceed one page, single spaced) from a faculty member discussing the merits of the project and the suitability of the primary applicant. The letter of support may also speak to the preparation of other collaborators, but this is optional as the project will likely bring together graduate students from different institutions and locations (submitted by mail).

The application and all supporting materials MUST reach the Academy office by February 15 for implementation the following year (i.e. successful 2015 applications will be funded in 2016). Applications that are incomplete or late will not be considered.
Electronic Presence

The GSC has developed and maintained an electronic presence since almost the beginning of its existence. It is a central way for the GSC to stay in contact with its constituency and to develop the community of graduate students that study the Middle Ages. This has included listservs, a site on the MAA’s webpage, and a Facebook page. As of 2012, the GSC began the transition to the new AMS the MAA will be using as its web platform.

Med-Grad Listserv

The GSC has maintained a listserv for many years as a way to communicate with its constituency. It has typically been used to relay CFPs and information on conferences and fellowships. However, some of the emails have been topical, relating to research questions, conference issues or travel (e.g. finding roommates or funding). From 2002 to 2007, the listserv was hosted by the University of Oregon. Since 2007, the listserv has been hosted by the University of Pennsylvania. Traditionally two members of the GSC moderated the listserv, which involved reviewing and releasing the emails on a regular basis (usually within 24hrs of their receipt). However, beginning in 2013 the list was opened up to direct posting by subscribed members, to be moderated by the GSC and revoked if abused. This was done in an effort to encourage postings by listserv members rather than just the GSC.

A survey concerning the usefulness of the listserv was sent round earlier in 2012: the overwhelmingly positive feedback concerning its ease and significance for transmitting important information has confirmed for the GSC that the listserv is an integral part of the GSC’s operations. The GSC is, however, in the process of determining whether to migrate the listserv over to the main MAA website to centralize all GSC-related content in a single place or keep it at its current host, which is stable for the time being.

In 2006, the GSC began developing a listserv called Euro-Med-Grad; by 2007, it was hosted by UPenn and is mentioned in the GSC annual reports through 2009. It appears that this resource dried up between 2009 and 2010.15

MAA Website: GSC Graduate Student Group

A brand new website has been designed by the Medieval Academy with a wealth of resources that are in the process of being developed as of Fall 2012. The new website includes a Graduate Student Group (behind a pay wall) with a centralized calendar and blog to which CFP deadlines, conference descriptions and dates, fellowship deadlines, upcoming talks and lecture series are posted. The website further allows graduate students to create personalized profiles, set up their own groups, and communicate with each other through private messages and chats. The group

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15 Given the interest expressed by Axel Müller (IMC Director, Leeds) to develop the graduate student resources in Europe, this could be a great tool revive. MU.
also boasts detailed public forum, subdivided according to individual topics of interest: everything from travel and housing information to fellowship and job market advice to roommate matching/carshare requests surrounding the major conferences. The GSC’s main initiative for the rest of 2012 and 2013 is the popularization and promotion of this incredible resource, which it hopes will be further developed by future GSC generations.

Chris Cole is our contact at the MAA: ccole@themedievalacademy.org.
- Adds and removes administrators from our Graduate Student Group
- Updates to the MAA GSC info page and committee page as well.
- Makes changes to gsc@themedievalacademy.org

GSC Official Email Account
The official email address for the GSC is maintained by the MAA: gsc@themedievalacademy.org.

Facebook

MAA GSC Facebook Profile: https://www.facebook.com/pages/Medieval-Academy-Graduate-Students/103119926446750

After some difficulties with Facebook’s migration of Facebook groups to what are known as Facebook pages that resulted in a loss of the original group’s extensive membership, the GSC’s Facebook page now boasts 3,101 followers (as of February 2023). A GSC member is in charge of posting information on CFPs, fellowships and conferences reproduced over the Medgrad listserv and in the resources of the Graduate Student Group on the new website to the Facebook page so as to reach members who are not yet on the listserv or website.

Twitter

@GSC_MAA

The GSC has a Twitter account which currently has 1467 followers (as of February 2023) and which we use to regularly tweet and retweet information via our various electronic presences.
**Professionalization Workshops**

During the 2021-2022 and 2022-2023 terms, the GSC coordinated a series of workshops to assist graduate student professionalization efforts. This need not be an initiative taken up by subsequent committees, but they were relatively successful and generally well-attended. All workshops have been recorded and posted to the MAA’s YouTube channel.

### Community Outreach Workshop

**Organizers:** Reed O’Mara, Maggie Heeschen, and Maria Thomas

**Chairs:** Maggie Heeschen and Maria Thomas

**Description:** This event is planned for April 2023. The GSC has been focused on building a global community of medievalist graduate students since its inception, and more recently has been working on developing public-facing content about the Middle Ages. In this workshop, we will bring these two nodes together by having workshop leaders take attendees through the process of creating programming that extends beyond the traditional university classroom and engages with the wider community.

### Digital Humanities Showcase

**Organizers:** Reed O’Mara, Maggie Heeschen, and Maria Thomas

**Chairs:** Maggie Heeschen, Maria Thomas, Will Beattie

**Description:** On Thursday, 1 December 2022, the GSC hosted over Zoom its first-ever Digital Humanities Showcase. This event was intended to create a space for attendees to learn about the collaborative efforts of medievalists from across the globe who are incorporating technologies into their study and teaching of the medieval period. This virtual gathering additionally served as a forum for scholars to learn about and celebrate achievements in the digital humanities, broadly conceived. The mini-conference featured three sessions of 10-minute presentations that covered topics from the crowdsourcing of manuscript digitization all the way to the visualizing and mapping of social networks in the premodern world. These sessions were followed by a longer feature presentation by Roger L. Martínez-Dávila (University of Colorado–Colorado Springs), who discussed his work on the Immersive Global Middle Ages project. During the second session of the conference, Elizabeth Lastra (Vassar College) of the MAA Digital Humanities and Multimedia Studies Committee shared a few words on the committee and events it will be hosting at the 2023 Annual Meeting. The full program of the Digital Humanities Showcase is available online (https://tinyurl.com/4resehzw).

**Attendance:** 83 people registered for the showcase.
Podcasting Workshops

Organizers: Jonathan Correa Reyes, Logan Quigley, and Reed O’Mara

Description: Three workshops on podcasting were organized by the GSC in 2021 and 2023. The first two workshops, which took place in Fall 2021, were led by Hayley Bowman (University of Michigan, The Reverb Effect), who walked participants through the different stages of preparing, producing, editing, and publishing a podcast. Hayley offered concrete advice and modeled best practices for our audience as well. The first 2-hour workshop covered Production and Technical Development. A second workshop focused on the Post-Production stage, with an emphasis on editing the audio and mixing in sound and other special effects. The third workshop, which took place in January 2023, was organized by Reed O’Mara and was a workshop on creating engaging content for listeners. Workshop leaders included Sarah Ifft Decker (Rhodes College, podcast: Media-eval: A Medieval Pop Culture Podcast), Aylin Malcolm (University of Pennsylvania, podcast: Coding Codices), Florence H R Scott (University of Leeds, podcast: Æglif-who?), and Logan Quigley (University of Notre Dame, podcast: Multicultural Middle Ages Podcast). All of these podcasting workshops were well-attended. Recordings of the workshops are posted on the MAA’s YouTube page.

Medievalists Beyond the Academy

Organizers: Kersti Francis and Will Beattie

Description: The GSC began this professionalization webinar series in spring 2022. The first webinar was organized by Kersti Francis. It was moderated by MAA member Laura Morreale (affiliated with Georgetown University), and speakers included Jennifer Speed (Research Development Strategist at Princeton University), Anna Siebach-Larson (Director, Rossell Hope Robbins Library and Koller-Collins Center for English Studies at the University of Rochester), Ross Karlan (World Languages Educator at Geffen Academy at University of California–Los Angeles), and Rachel Ruisard (Project Editor at Oxford University Press). This event was a great success; presented over Zoom, the event had over one hundred participants attend. Attendees heard panelists share how they used their medievalist training to succeed in their current positions. A second Medievalists Beyond the Academy event is being planned for spring 2023. This panel will be geared toward early and late-stage graduate students; speakers will represent various medieval and medieval-related fields, such as library sciences, museum studies, and non-profit management. This event is being planned by Will Beattie and Kersti Francis.

Grants Writing Workshop

Organizers: Jonathan Correa Reyes and Reed O’Mara

Description: On 25 February 2022, the GSC hosted an online Grant Writing Workshop, which featured panelists Sebastian Sobecki (University of Groningen), Marcia Kupfer (independent scholar), Roger Martínez-Dávila (University of Colorado–Colorado Springs), Elina Gertsman (Case Western Reserve University), and Mark Cruse (Arizona State University). The workshop panelists shared their advice on the practical aspects of grant writing, offered their perspectives as reviewers and evaluators of grant
applications, and shared insights on facing and dealing with application rejections. The webinar was well-attended with more than 166 registered and featured ample time for Q&A.

**Podcast Series: The Multicultural Middle Ages**

During the 2021-2022 term, the GSC worked to create a platform for more public-facing content. This initiative took the form of a podcast series titled *The Multicultural Middle Ages*, which launched after the 2022 Annual Meeting of the MAA in Charlottesville, VA. The second season launched after the 2023 Annual Meeting in Washington, D.C. This platform is an open forum and an invitation for medievalists to produce culturally responsible open-access content that helps educate experts and non-experts alike on the history and culture of the Middle Ages (globally understood). GSC members Jonathan Correa-Reyes, Logan Quigley, and Reed O’Mara oversaw the production of the first season, with Will Beattie joining them for the second season. Episodes will be accessible for free in major podcasting portals such as Anchor, Spotify, Apple Podcasts, among others.

**Other**

**Roommate Matching at the MAA Annual Meeting**

For the 2012 MAA Annual Meeting the GSC attempted to offer a roommate matching service for graduate students attending the meeting. It was advertised in the newsletter, on the UPenn listserv and in an email to the MAA graduate students. It was met with weak results; none of the interested parties was able to be successfully matched at the meeting. The GSC has just developed forum topics on the website for all the major conferences for people to post questions and advertise roommate matching and rideshares. The GSC will send out another email to the listserv about the possibility of roommate matching in advance of the next MAA meeting.
XII. (Semi-)Regular Deadlines\textsuperscript{16}

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<thead>
<tr>
<th>May</th>
<th>June</th>
<th>July</th>
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<tbody>
<tr>
<td>Kalamazoo (first or second</td>
<td>Session proposals</td>
<td>Leeds IMC (1\textsuperscript{st} week of July)</td>
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<td>weekend)</td>
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<td><strong>Newsletter</strong></td>
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<td>GSC Business Meeting at Kzoo</td>
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<td>\textit{(beginning of GSC year)}</td>
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1. Kalamazoo (1 June)
2. MAA Annual Meeting (June 15)
3. Contact Host Institution for MAA Annual Meeting to begin process of planning the GSC Pub Night.

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<thead>
<tr>
<th>August</th>
<th>September</th>
<th>October</th>
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<tr>
<td>Session proposals</td>
<td></td>
<td>Kalamazoo: Session Organizer</td>
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<tr>
<td></td>
<td></td>
<td>Form and Reception and Business Meeting Requests (1 Oct)</td>
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<tr>
<td>1) Leeds (30 Sept)</td>
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<td><strong>Newsletter</strong></td>
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<tr>
<th>November</th>
<th>December</th>
<th>January</th>
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<tr>
<td>Reception Requests for Leeds</td>
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<td>Call for GSC self-nominations</td>
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<td>(1 Dec)</td>
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<tr>
<th>February</th>
<th>March</th>
<th>April</th>
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<tr>
<td>Deadline for GSC self-nomina-</td>
<td>GSC nomination deadline (2 weeks min. before Annual Meeting)</td>
<td>Session Proposal for MAA Annual Meeting (sometimes due this early!)</td>
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<td>tions (usually Jan. 31)</td>
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MAA Annual Meeting

\textsuperscript{16} Subject to change – always double check. This is a guide for planning only. KBN.
**Newsletter**
XIII. Appendix A: Historical Initiatives

The following initiatives were undertaken by the GSC in the past. As of the most recent update (2020), the GSC no longer participates in these initiatives. However, this information is presented here in archival form.

VAGANTES Representative

Overview:

Vagantes is an annual traveling conference for graduate students studying any aspect of the Middle Ages. The conference was conceived with several goals in mind: fostering a sense of community among junior medievalists, providing exposure to an interdisciplinary forum, and showcasing the resources of the host institutions. More information about the conference can be found here: http://www.vagantesconference.org/.

The GSC has a formal relationship with Vagantes that was established at the MAA Annual Meeting in 2003 by then GSC Chair Liam Felsen. According to this arrangement, the GSC is charged with having one of its members act as a representative on the Vagantes Board of Directors. Article II, item 4 of the Constitution of Vagantes also references this formal arrangement:

4. One (1) of the directors will be a member of the Graduate Student Committee of the Medieval Academy of America. It is the responsibility of the Graduate Student Committee to select this director and to do so in a timely fashion. This director will serve as liaison between the Board of Directors and both the Medieval Academy and its Graduate Student Committee. This director's term shall be determined by the length of their term on the Graduate Student Committee.

17 The relationship with Vagantes has been at moments quite tenuous. The 2011-2012 year was perhaps the most tenuous to date; however, as of May 2012 the situation seems to have improved drastically. From the 2012 GSC Annual Report: The GSC has spent several months repairing and modifying the relationship with Vagantes, and has come to a new agreement, which was negotiated by current GSC liaison to Vagantes, GSC Chair Michelle Urberg, and Diane Fruchman, member of the Vagantes Board of Directors. Since the last report given about the relationship between the GSC and Vagantes, there have been many exchanges between not only the GSC and Vagantes, but also with the Executive Committee and these two groups regarding a proposed separation between the GSC and Vagantes. Following former GSC Chair Kathleen Neal’s report that the GSC would be continuing its relationship with Vagantes, it was suggested by Andrew Kraebel, former GSC liaison to Vagantes, that the GSC end its association with Vagantes. This suggestion was put forth by Mr. Kraebel because it was unclear how the GSC was serving the needs of Vagantes, and he felt strongly that the GSC’s mission to serve the needs of all graduate conferences for medieval studies could be more effectively met by not privileging Vagantes over other conferences. The GSC discussed the matter and requested approval from former Executive Director Paul Szarmach to end the relationship. Permission was granted via email from Paul Szarmach. Heated email exchanges ensued among Vagantes and the GSC and the Executive Committee regarding this matter, and it was also discovered that the Council formally approved a relationship between Vagantes and the GSC in 2003. New action would need to be taken by the Council to formally end the relationship with Vagantes. In light of this finding and upon reconsidering the grounds for Mr. Kraebel’s suggestion, the GSC offered to repair the relationship with Vagantes. MU.

Approved by the Council on 14 April 2021
Duties of the Representative as established in early 2012:

1) **Requesting funding from the MAA on behalf of Vagantes:** Vagantes has been allotted $500 each year from the MAA for their activities. The GSC representative is charged with the duty of requesting the budget of the Vagantes conference and then relaying this information to the Chair of the GSC, who then forwards the information to the Executive Director. Upon receipt of the budget, the MAA will send a check to Vagantes.\(^{18}\)

2) **Reporting the events of Vagantes:** The representative is charged with the duty of relaying what happened at the Vagantes conference for the GSCs annual report, and also for the GSC newsletters. It is perfectly acceptable for the representative to ask a member of Vagantes to write these reports.

3) **Offering advice as needed for the planning of the conference:** Most of this takes place via email throughout the year, though there is one meeting at Kalamazoo to discuss the applications for future host institutions. It is ideal if the GSC representative can attend this meeting to introduce him or herself to the group.

4) **Attending the conference and the annual board meeting of Vagantes:** This meeting is held annually at the conference location, and the Vagantes board has requested that the GSC representative attend in person if possible. Skype is an option in extenuating circumstances.\(^{19}\)

5) In early 2012, Vagantes and the GSC discussed the possibility of the GSC’s hosting a page or forum space for Vagantes to post CFPs and updates to be placed in front of the MAA website’s paywall. Now that the new website is in the process of development, the GSC will be discussing these issues further in late fall of 2012.

\(^{18}\) It should be noted that this language comes verbatim from Vagantes’ articulation of the GSC Representative’s duties. In practice, Vagantes appears to communicate with the MAA directly about its funding needs, and the information that the GSC representative coordinates MAA funding for Vagantes was news to the MAA President Maryanne Kowalewski in Fall, 2012. A clarification of the relationship between Vagantes and the GSC as defined and understood by the MAA itself is definitely required here. ES.

\(^{19}\) As of the board meeting in March 2012, there was some discussion about subsidizing the GSC member’s travel to the conference. The negotiations need to continue for this to follow through. MU.
SPECIAL NOTE: At the ICMS, Kalamazoo in May 2014 the GSC and Vagantes discussed their relationship and decided to part ways amicably. Beginning in 2015 the GSC will no longer have a representative on the Vagantes Board of Directors.20

Previous Vagantes Representatives:21

<table>
<thead>
<tr>
<th>Name</th>
<th>University</th>
<th>Years</th>
<th>Position</th>
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<tbody>
<tr>
<td>Liam Felsen</td>
<td>University of Oregon</td>
<td>2002-2003</td>
<td>Chair ’02-03</td>
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<tr>
<td>Lisa Chen</td>
<td>University of Toronto</td>
<td>2006-2008</td>
<td>Co-chair ’07-08</td>
</tr>
<tr>
<td>Jennifer Feltman</td>
<td>Florida State University</td>
<td>2007-2009</td>
<td>Chair ’08-09</td>
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<tr>
<td>Andrew Kraebel</td>
<td>Yale University</td>
<td>2010-2011</td>
<td></td>
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<tr>
<td>Michelle Urberg</td>
<td>University of Chicago</td>
<td>2011-2012</td>
<td>Chair ‘11-12</td>
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<tr>
<td>Ethan Zadoff</td>
<td>CUNY</td>
<td>2012-2013</td>
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<tr>
<td>Alice Isabella Sullivan</td>
<td>University of Michigan</td>
<td>2013-2014</td>
<td>Chair ’14-15</td>
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<td></td>
<td></td>
<td>2014-2015</td>
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Previous Vagantes Conferences:

2002      Harvard University
2003      University of Toronto
2004      Cornell University
2005      Notre Dame
2006      UC-Berkeley
2007      Loyola University, Chicago (Water Tower Campus)
2008      Ohio State University
2009      Florida State University
2010      University of New Mexico
2011      University of Pittsburgh

20 AIS
21 No information known for 2004-2005. ES.
Book Raffle

The GSC pondered developing a book raffle at the Kalamazoo meeting in 2013 for excess review copies donated by the MAA Cambridge Office to the GSC in order to raise more funds for the group. For various reasons this did not happen (mainly it was too difficult to coordinate book delivery to Kalamazoo).

Communication with other conferences

The Council asked the GSC in March 2012 to develop its communications with other conferences available to graduate students, especially the regional associations of the MAA (through the CARA network). Some possibilities for communication include emails and postings through the new AMS of the MAA, as well as posters advertising...
the GSC events. Now that it has begun developing its website, the GSC plans on reaching out to these regional conferences in the winter of 2012-2013.

**Dissertation Deposit Requirements**

The GSC was asked in March 2012 to undertake a survey of policies regarding deposit requirements, embargoes on publication and open-access requirements for completed dissertations. This initiative will be undertaken between the Executive Director and the GSC, beginning with a survey sent out to the graduate members about the deposit requirements at their institutions. The survey has not, so far, met with any success, receiving virtually no responses. It is hoped that GSC panel for Leeds 2013, specifically devoted to these topics, will succeed in bringing attention to this important issue. The MAA’s Statement on Dissertation Embargoes is available on the Policies section of the Academy website.

**Podcast Series: The Multicultural Middle Ages**

During the 2021-2022 term, the GSC worked to create a platform for more public-facing content. This initiative took the form of a podcast series titled *The Multicultural Middle Ages*, which launched after the 2022 Annual Meeting of the MAA in Charlottesville, VA. This platform is an open forum and an invitation for medievalists to produce culturally responsible open-access content that helps educate experts and non-experts alike on the history and culture of the Middle Ages (globally understood). GSC members Jonathan Correa Reyes, Logan Quigley, and Reed O’Mara oversaw production of the first season. Episodes will be accessible for free in major podcasting portals such as Anchor, Spotify, Apple Podcasts, among others.