The meeting was called to order by President Michael J. Singer. Those present were:

Michael J. Singer, SSSA President
J. Thomas Sims, SSSA President-Elect
John W. Doran, SSSA Past President

John L. Havlin, Incoming SSSA President-Elect
Ellen G.M. Bergfeld, SSSA Executive Vice President
David M. Kral, Associate Executive Vice President
Penny Magana, Recording Secretary

000-099 ORGANIZATION

ACS090 Agronomic Science Foundation
M.A. Massengale, Chair of the Agronomic Science Foundation Board of Trustees, presented a report on the activities of the Foundation. Approximately 90 percent of funds given to foundations are earmarked funds and it is likely this trend will continue. To keep endowments viable, the Board of Trustees decided to reduce the payout from 5 percent to 4 percent. E. Bergfeld has been elected as Executive Secretary-Treasurer to the Foundation.

200-299 OPERATIONS AND FINANCE

S201 Organization, Policy, and Bylaws
1. The Western Society of Soil (WSSS) is currently a Branch of the American Society of Agronomy. The WSSS submitted Bylaws as a prelude to a request that it be recognized as the Western Branch of SSSA, which will require a vote of the Board of Directors.

ACTION: It was moved to approve the Bylaws of the Western Society of Soil Science and to recommend to the SSSA Board of Directors that WSSS be recognized as the Western Branch of the Society. Seconded. Carried.

2. As a matter of information, D.M. Kral informed the Executive Committee that Divisions A-5 Environmental Quality and S-11 Soils and Environmental Quality will be conducting a survey of their membership to gather information that will be used to help determine the future of their Divisions. M.J. Singer will contact the SSSA Board of Directors requesting feedback on possible restructuring.

S211 Budget and Finance
1. As a matter of record, K.A. Barbarick, ASA Editor-in-Chief, reported on a meeting held 19 July 2003 with the ASA, CSSA, and SSSA Editors-in-Chief and ASA, CSSA, and SSSA Budget and Finance Committee Chairs. The following recommendations were given to the Budget and Finance Committees:
A. Recommend a publishing fee for each accepted paper in the Societies’ journals of $350 for members and $600 for nonmembers. This fee would apply to Agronomy Journal (AJ), Crop Science (CS), Journal of Environmental Quality (JEQ), Journal of Natural Resources and Life Sciences Education (JNRLSE), Soil Science Society of America Journal (SSSAJ), and Vadose Zone Journal (VZJ).

B. Recommend bundling of the six journals for libraries, with the option of offering individual journals, as follows:

- $1,800 for all six (AJ, CS, JEQ, JNRLSE, SSSAJ, VZJ)
- $1,000 for any two
- $600 for individual subscriptions of AJ, CS, JEQ, or SSSAJ
- $400 for VZJ
- $200 for JNRLSE

C. Recommend that the Societies continue to sell paper reprints.

Refer to #2 below for actions taken by the Executive Committee regarding the above recommendations.

2. The SSSA Budget and Finance Committee met on 20-21 July 2003 to review and discuss the Society budget for fiscal year 2004. Mary Collins, Chair of the Budget and Finance Committee, reported on the deliberations of the committee.

The following actions were taken by the Executive Committee, based on recommendations from the Budget and Finance Committee:

A. ACTION: It was moved, seconded, and carried to replace page charges with the following manuscript fees, effective for manuscripts submitted on or after 1 January 2004:

- Soil Science Society of America Journal–$750 members; $850 nonmembers
- Vadose Zone Journal–$750 members and nonmembers

Subsequent to the foregoing action, the Budget and Finance and Executive Committees, along with the Editor-in-Chief, again addressed the matter of manuscript fees for Soil Science Society of America Journal and Vadose Zone Journal. It was noted that original budget projections did not include increases for institutional subscribers. With a small periodic increase in institutional subscriber fees it was noted that the manuscript publication fee could be reduced from $750 to $650.

ACTION: It was moved, seconded, and carried that manuscript publication fees, effective for manuscripts submitted on or after 1 January 2004, be:

- Soil Science Society of America Journal–$650 members; $750 nonmembers
- Vadose Zone Journal–$650 members and nonmembers
B. ACTION: It was moved, seconded, and carried to replace page charges for the *Journal of Environmental Quality* and to institute a manuscript fee with said fee to be $650 for members and nonmembers, effective for manuscripts submitted on or after 1 January 2004. Seconded. Carried.

The ASA and CSSA Executive Committees took like action.

C. ACTION: It was moved, seconded, and carried to approve the following nonmember (library) subscription rates for the Societies’ journals:

- 4 primary journals (*Agronomy Journal, Crop Science, Soil Science Society of America Journal, Journal of Environmental Quality*) plus *Journal of Natural Resources and Life Sciences Education*—$1,800
- 2 primary journals plus *Journal of Natural Resources and Life Sciences Education*—$1,100
- 1 primary journal—$600
- *Journal of Natural Resources and Life Sciences Education*—$100
- *Vadose Zone Journal*—$300

It was understood that these prices were for the first medium of the respective journal. In those cases where a journal is published in more than one medium, subscription to additional media will be $60 each except in the case of the four-journal bundle where the additional medium price will be $50 each.

D. ACTION: It was moved, seconded, and carried to approve the following distribution of income derived from the above bundling action:

- 4 primary journals plus JNRLSE—each of the 4 primary journals will receive $435 and JNRLSE will receive $60.
- 2 primary journals plus JNRLSE—each of the 2 primary journals will receive $520 and JNRLSE will receive $60.

E. ACTION: It was moved that as a means of promoting the journal in an effort to increase the number of subscribers, institutional subscribers subscribing to *Soil Science Society of America Journal* will receive a complimentary 1-year subscription to *Vadose Zone Journal* and that this program be initiated in 2004. Seconded. Carried.

The intent is to familiarize *Soil Science Society of America Journal* subscribers with *Vadose Zone Journal* in anticipation that they will subscribe to *Vadose Zone Journal*.

F. ACTION: It was moved that publication of *Vadose Zone Journal* be discontinued at the end of 2004 if the number of subscribers does not materialize per projections and if the journal does not have a positive financial balance by the end of 2004. Seconded. Carried.

G. ACTION: It was moved that the Society continue to sell hard copy reprints. Seconded. Carried.
H. ACTION: It was moved that the Society provide, when asked, a free pdf file of journal articles if 100 or more reprints are purchased, and charge a $25 shipping and handling fee for a pdf if no reprints are purchased. Seconded. Carried.

I. ACTION: It was moved to recommend to the Board of Directors that a 20 percent membership dues increase be authorized for 2005. Seconded. Carried.

J. ACTION: It was moved that the $20,000 officer discretionary fund be funded totally by the Special Opportunity budget center instead of being split between the Special Opportunity and Society Services budget centers. Seconded. Carried.

K. ACTION: It was moved that the annual meeting net income over expenses goal be increased from the current 20 percent to 25 percent. Seconded. Carried.

L. ACTION: It was moved that funding for the Development Officer position be moved from the Special Opportunities budget center to the Society Services budget center. Seconded. Carried.

M. ACTION: It was moved to request the Agronomic Science Foundation to obtain outside funding for the Congressional Science Fellowship Program. Seconded. Carried.

N. ACTION: It was moved that grants from the Bouyoucos Fund be capped at a total of $15,000 per year or $30,000 every other year, effective in 2004. Seconded. Carried.

O. ACTION: It was moved to approve the 2004 budget as presented by the Budget and Finance Committee. Seconded. Carried.

P. ACTION: Per the recommendation received from the Agronomic Science Foundation Board of Trustees, it was moved to appoint an investment advisory committee, to include a representative from each Society and ASF, with the Executive Vice President serving as an ex-officio member. Seconded. Carried.

ASA President R.G. Hoeft will appoint the committee.

300-399 PUBLICATIONS

ACS321.5 Electronic Conversion of Back Issues of A,C,S, Journals
ACTION: By consensus the Executive Committee approved presentation of a SSSA Presidential Citation to Charles Roth for his dedicated service and work on the journal back issues project.
S323.35 History of Soil Science
The History of Soil Science publication was approved on the basis that it would be given to the 2006 World Congress of Soil Science attendees; the cost of the publication would be included in the Congress registration fee. Due to funding for the Congress it is now felt that recovery of the publication costs through the registration fee is no longer feasible. In further discussion it was felt that a hard copy of the publication would not be prepared. In an effort to reduce expenses and still make the information in the publication available, authors will be requested to submit their chapters electronically in ready to publish form. The material will be placed on the CD containing the Congress Abstracts thus all attendees will receive the History of Soil Science publication in electronic form.

400-499 AWARDS

S400 Awards–General
1. Action was taken at the March 2003 Executive Committee meeting to refer the proposal for awards for excellence in Society journal papers to the Editorial Boards of each journal for consideration. Feedback from the various Editorial Boards was mixed.

ASA Past President C.W. Stuber will follow up with the Editorial Boards indicating that while the Executive Committee encourages the development of such awards, it recognizes that some journals may wish to participate while others will not.

2. The Executive Committee discussed the Society’s new procedure of handling awards and Fellows nominations electronically. Although there were some concerns expressed by award committee members with the procedure, it was the consensus of the Executive Committee to try to improve the procedure and move forward with electronic submission of awards.

3. The Executive Committee considered input received concerning opportunities to enhance recognition of individuals in the private sector through the Societies’ awards programs. As a result of the discussion it was agreed to discuss with the Board of Directors the possibility of offering a soil science industry award.

500-599 PROFESSION ADVANCEMENT

S500 Profession Advancement
1. Winrock International has requested the Societies’ assistance to implement the U.S. AID Worldwide Farmer-to-Farmer Program. No financial assistance is involved.

ACTION: It was moved that SSSA cooperate with Winrock International to implement the Farmer-to-Farmer Program. Seconded. Carried.

M.J. Singer will contact Winrock International regarding the above action.
2. The Executive Committee was advised that the Society has been invited to have a letter from the President in the 2004 Soils Planner/Calendar; this is a project that SSSA and NRCS have partnered in over the past 3 years. Initially the Society was under the understanding that NRCS desired to handle the project alone in 2004 in view of the fact that the agency was dedicating the 2004 Planner/Calendar to commemorating the Lewis and Clark Expedition. It was agreed that J.T. Sims will contact NRCS to advise the agency that SSSA would be pleased to include a letter in the 2004 Planner but that the Society has not budgeted funds for financial involvement or purchase of the Planner.

3. Consideration was given to a suggestion that SSSA assume operation of the Soil Scientist certification program presently being conducted under the auspices of the ARCPACS activity of ASA. This matter will be discussed further with ASA and with the SSSA Board of Directors. M.J. Singer will initiate discussions with ASA.

4. As a result of an inquiry the Executive Committee discussed the role of SSSA in developing degree requirements at the undergraduate and graduate levels. It was agreed to request the S587 Training and Continuing Education for Soil Scientists Committee to look into this matter; J.L. Havlin will work with the committee. M.J. Singer will advise the inquirer of this discussion.

5. The Executive Committee discussed what the Society might do to be of more service to practicing professional soil scientists. One suggestion was to have a place on the Society’s website where persons could submit questions and be connected with scientists who could help answer the questions. In further discussion it was suggested that perhaps Soil Survey Horizons could be of value to practicing soil scientists. It was agreed that M.J. Singer would contact the Editor of Soil Survey Horizons to discuss further the possible inclusion of more material in the publication directed to practicing soil scientists and the possibility of going electronic with the publication.

ACS536 Washington Presence
Karl Glasener, the Societies’ Director of Science Policy reported on his activities. In order to better engage the Societies’ Biosecurity Committee, he recommends identification of an individual to take the lead in biosecurity efforts. This is addressed under ACS836 in these minutes. Further in his report, Dr. Glasener requested continued consideration of the recommendations contained in his International Member Needs questionnaire. An international member meeting will be held at the 2003 annual meetings to follow up on the recommendations. A brief update on the status of the knowledge database and key words project was provided. R.G. Hoeft, P.S. Baenziger, and M.J. Singer will contact Division Chairs to assist in moving this project along.

S582 Council of Soil Science Examiners
The Executive Committee reviewed the budget submitted by the Council of Soil Science Examiners (CSSE). The budget has been running a deficit but with revision of present operating procedures the projected deficit could be reversed. It was suggested that the Executive Committee have a conference call with CSSE representatives to discuss this matter further.
S589 Smithsonian Soils Exhibit
The Executive Committee reviewed a report from H.H. Cheng, Chair of the S589 Smithsonian Soils Exhibit Steering Committee. The committee is planning to hold a public meeting at the Denver annual meeting to inform members of progress and to generate interest in the project. An announcement of the meeting will be included in preregistration packets.

ACTION: By consensus the Executive Committee approved appointing a subcommittee specific to fundraising for the soils exhibit and further that a letter be sent to SSSA Fellows in each state requesting assistance in identifying possible contributors.

ACTION: It was moved to authorize an allocation of up to $1,000 in 2004 to support activities of the S589 Smithsonian Soils Exhibit Committee and that these funds come from the 2004 officer discretionary funds. Seconded. Carried.

600-699 COLLABORATION

S600 Collaboration–General
The Executive Committee considered a request that the Society become a Millennium Assessment Affiliated Scientific Organization. The Millennium Ecosystem Assessment is an international process designed to meet the needs of decision makers and the public for scientific information concerning the consequences of ecosystem change for human well-being and options for responding to those changes.

ACTION: It was moved that SSSA become a Millennium Assessment Affiliated Scientific Organization. Seconded. Carried.

M.J. Singer will notify the appropriate individual of the above action.

ACS650 Congressional Science Fellow
Per previous Executive Committee action the stipend for the Congressional Science Fellow is to be considered on an annual basis.

ACTION: It was moved to set the stipend for the 2005 Congressional Science Fellow at $53,000. Seconded. Carried.

S673 American Geological Institute
It was learned that the American Geological Institute (AGI) has received a grant to prepare an environmental textbook for high school students. J.T. Sims will contact AGI to obtain information on how SSSA might be involved in the project.
S691.1 Council for Agricultural Science and Technology (CAST)
Currently CAST partially reimburses its Board members to attend CAST Board meetings; SSSA pays the unreimbursed expenses for the SSSA representative to the CAST Board. CAST is considering eliminating its policy of reimbursing Board members’ travel expenses.

ACTION: It was moved that should CAST eliminate its policy of reimbursing Board members’ travel expenses, SSSA will cover the expenses for the SSSA representative to attend CAST Board meetings. Seconded. Carried.

M.J. Singer will notify SSSA’s representative to the CAST Board of the above action.

700-799 MEETINGS

ACS711.16 Change in Annual Meeting Format–ad hoc
ASA President R.G. Hoeft will contact the ACS711.16 Change in Annual Meeting Format committee requesting they follow up on member reaction regarding meeting format changes (fewer symposia) that will be implemented in Denver.

800-899 SCIENTIFIC AFFAIRS

S800 Scientific Affairs
It was learned that the U.S. Geological Survey (USGS) is preparing a National Soils Geochemical Database. In preparing the database there appears to be a large amount of discussion relative to “official” procedures for the taking of soil samples and analysis. It was agreed that J.T. Sims would attempt to get the Chairs of the Soil Testing and Plant Analysis and the Coordination of Official Methods of Soil Analysis Committees in communication with representatives from USGS and NRCS.

ACS836 Biosecurity
1. V.G. Allen reported on a 6 May 2003 meeting of the ad hoc scientists committee on national food systems security that evolved out of the Council of Scientific Society Presidents. The meeting objectives included sharing of information on current concerns and activities of scientific societies, organizations, and agencies; identification of possible roles and enhanced opportunities for scientific societies in homeland security; and agreement on specific followup actions that should occur. Dr. Allen will serve as chair during the initial phase of organization but will hand over the responsibility to someone else when her role as CSSA Past President is complete.

2. V.G. Allen and K.M. Glasener represented the Societies at a briefing set up through CoFARM at Fort Detrick. Dr. Allen reported that the Societies need to determine what their contribution should be in the area of biosecurity, develop an action plan for follow through, and identify an individual to take the lead and become the Societies’ point person in the area of our biosecurity efforts. The point person must be well versed in the issues and language of biosecurity and be willing and able to devote the time that will be required to do this. Perhaps this will require a sabbatical in Washington, DC with the Societies' Director of Science Policy in order to get up to speed on the issues.
The Executive Committee will continue to have discussions on the Societies’ biosecurity efforts and will endeavor to identify a point person to lead the effort. In addition, the charge to the ACS836 Biosecurity Committee will be reviewed in an effort to revitalize the committee and encourage the Societies to be more proactive in the area of biosecurity. The current chair of the Biosecurity Committee will complete his term this year. L.E. Moser, in consultation with CSSA and SSSA, will appoint a new Chair for the committee.

S890 North American Proficiency Testing Program (NAPT)
The Executive Committee received a report on discussions NAPT is having relative to possible initiation of an accreditation program. J.T. Sims will stay appraised of the discussions and report back to the Executive Committee at its next meeting in Denver.