

**Southeastern Archaeological Conference
Annual Meeting of the SEAC Executive Committee (EC)
Newbury Room, Marriott Downtown, Jackson, Mississippi
Wednesday, November 6, 2019; 7:37–11:07 PM**

Janet Levy (President), presiding

in attendance

executive committee members: Janet Levy (President); Maureen Meyers (President-Elect); Chris Rodning (Secretary); Nicholas Herrmann (Treasurer); Patrick Livingood (Treasurer-Elect); Mary Beth Trubitt (Editor); Megan Kassabaum (Social Media Editor-Elect); Karen Smith (Social Media Editor); Jayur Mehta (Executive Officer II); Meghan Buchanan (Executive Officer I-elect); not present for the meeting: Robin Beck (Editor-Elect); Elizabeth Horton (Executive Officer I)

other meeting attendees: Emily Beahm (Newsletter Editor); Adam Coker (Co-Chair, Student Affairs Committee); Robbie Ethridge (Chair, Task Force on Sexual Harassment and Assault); Michael Fedoroff (Member, Task Force on Sexual Harassment and Assault; incoming Co-Chair of the Native American Affairs Committee); Brad Lieb (outgoing Chair, Native American Affairs Committee); Neill Wallis (Book Reviews Editor); Paul Welch (Investment Committee); not present but reports submitted: Charles Ewen, Patricia Galloway, Jay Johnson, Heather Lapham, Barnet Pãvao-Zuckerman, Mark Rees, Margaret Scarry, Alice Wright

1. The meeting was called to order at 7:37PM.
2. Welcome and introduction to new officers

Janet Levy welcomed Meghan Buchanan (Executive Officer I), and acknowledged the other candidate (David Cranford) who stood for office during the SEAC 2019 election.

3. Report from annual meeting organizers

Maureen Meyers reported on the conference budget and conference planning, receptions, luncheons, museum gift shop discount card, drinks and the band for SEAC events and the SEAC dance; the Saturday mounds tour is full; the Saturday blues tour still has some available spaces; seed money and more should be returned to SEAC after the annual meeting; the “winnings” for the student book prize are set up in the Warwick room at the Marriott along with materials for advertisements and conversations from graduate programs; the book room is Churchill I and II, with overflow book rooms in Canterbury and Warwick; spaces for posters are set up in Manchester I and II.

4. Reports from officers

[Reports were circulated in advance of the meeting and are included as appendices here.]

a. President (Janet Levy)

- 1) The Kentucky Archaeological Survey thanked SEAC and other organizations for letters of support when the University of Kentucky administration announced its plans to disband it. SEAC has taken measures to combat sexual harassment and assault, and SEAC leadership will need to consider further issues and further steps in the near future. Levy had been asked for support of the initiative to have Cahokia and surrounding areas designated as a national park, and Levy drafted a letter of support from SEAC, as T.R. Kidder had done in 2013. SEAC finances are in better shape than had been anticipated, including payouts from investments from the Life Fund. Annual meeting venues are set for 2020 and 2021, and there is some interest in Asheville, North Carolina, for 2022, but formal site visits have not yet taken place. SEAC is approaching the point of becoming too large for an entirely voluntary organization, both from the standpoint of managing the organization as well as planning and hosting its annual meetings, which may mean that SEAC needs to consider permanent staffing and support, which has fiscal implications; there are firms that provide such support for small-to-mid-size organizations (like SEAC); the question was raised about whether SEAC should establish an ad hoc committee to look into the possibility of SEAC contracting with an organizational support firm. Issues and initiatives related to sexual harassment and assault are very important, but they may have budgetary implications for SEAC, along with other initiatives and interests. Please consider any recommendations you may have about nominees for the SEAC 2020 election; for this election, SEAC will need nominees for President-Elect, Secretary-Elect, and Editor-Elect, some of the most work-intensive positions in SEAC—in addition to organizing annual meetings, for which SEAC needs to explore options for 2022, 2023, and 2024.

b. Secretary (Chris Rodning)

- 1) Rodning acknowledged the candidates for office in the SEAC 2019 election: Meghan Buchanan and David Cranford (Executive Officer II). The (outgoing) secretary prepared minutes of the 2018 Board Meeting and 2018 Business Meeting for the SEAC website and newsletter. The outgoing and current secretary has maintained a spreadsheet of issues and motions discussed by and voted upon by EC members during periods between SEAC annual meetings. Thanks to Janet Levy for preparing and delivering plaques for SEAC 2019 award recipients.

c. Treasurer (Nick Herrmann, Patrick Livingood)

- 1) Recent account statements are positive, but payments for the most recent journal issue have not yet been made. Major sources of revenues in the past year are membership dues, returns from the annual meetings in Tulsa (2017) and Augusta (2018), and journal royalties from Taylor and Francis. Major expenditures during the past year have been startup fees for annual meetings in Jackson (2019) and Durham (2020), the final issue of *Southeastern Archaeology* 37 and “catch-up” issues for members after dues renewal, and expenses

associated with the work of the Task Force on Sexual Harassment and Assault. Not yet included in this recent accounting are expenditures associated with mailing issues (primary mailings and “catch-up” issues) of *Southeastern Archaeology* 38, and the SEAC 2019 election conducted by Vote-Now. Current membership is 972, which is 19 more than in 2018, and slightly above the ten-year average of 960 members. It turns out that SEAC still has an active-but-not-very-active checking account with the Bank of Moundville—perhaps originally established by Eugene Futato for sales of SEAC publications (?)—but there are monthly service fees, and SEAC should either make use of the account or perhaps close it and transfer the funds elsewhere.

d. Editors (Mary Beth Trubitt, Emily Beahm, Neill Wallis)

- 1) Mary Beth Trubitt confirmed addresses of EC members to be printed in forthcoming issues of *Southeastern Archaeology*. Taylor and Francis has proposed shifting to four issues of the journal per year, but we do not yet have a contract to sign. It would be helpful to make a change to the SEAC membership form to add the option of receiving only online publications (but not reduced membership fees). A question was raised about whether *Southeastern Archaeology* should consider an accelerated review process, in the interest of encouraging more submissions to the journal, with shorter average timespans between submission and publication—the response was that the major determinant is not the peer review stage but the length of time it takes for authors to resubmit revised manuscripts. A question was raised about whether people are submitting or resubmitting elsewhere—the response was that manuscripts typically just languish, but the Editor/Editor-Elect strongly encourage resubmission, because most manuscripts submitted to *Southeastern Archaeology* are eventually accepted and published after review, revision, resubmission, etc. Neill Wallis reported that book reviews are going “slow and steady,” but it would be good to have book reviews and book reviews sections of journal issues “ramped up.” Thanks to Emily Beahm for editing *Horizon and Tradition*; there is some variation in what goes into the newsletter, and Janet Levy proposed considerations of templates for obituaries and contributions to other sections.

e. Social Media Editors (Karen Smith, Megan Kassabaum)

- 1) There has been an increase in recent months, especially because of job ads posted via SEAC social media. The request for funding in the amount of \$360.00 is intended for a subscription to MailChimp to better manage the list of email recipients for SEAC email announcements. The EC has in the past voted to keep the SEAC Annual Meeting Facebook page (first created for SEAC 2016, in Athens, Georgia) separate from SEAC itself, but many people think the SEAC Annual Meeting Facebook page is formally associated with SEAC. If the SEAC Social Media Editor were to begin administering and managing the SEAC Facebook page (as is the case for the SEAC Twitter account), announcements made to the SEAC website could also be automatically posted to the SEAC Facebook page. Other Facebook users could post comments but could not upload content and announcements. The question was raised about whether SEAC (via the SEAC Social Media Editor) would need to manage comments posted on the SEAC Facebook page, and it was agreed that SEAC should develop and implement a social media policy that would provide guidance on how to remove comments on SEAC social media outlets that violate the policy. Members of the EC agreed that we should identify people who can discuss and draft a social media policy statement.

5. Reports from committees, task forces, and networks

[Reports were circulated in advance of the meeting and are included as appendices here.]

a. Investment Committee (Paul Welch)

- 1) The Life Fund had negative earnings in 2018, meaning that no money could be drawn from it, but 2019 has been a spectacular year for returns on investments, with an increase in 17.5%. SEAC bylaws stipulate that the EC can withdraw an amount from the Life Fund up to the amount earned during the preceding fiscal year (\$41,859.89, in this case), although it is generally prudent to keep some earnings because some of the principal “erodes” because of inflation. A down payment of \$16,000.00 is due to the Durham Convention Center in January 2020 for the SEAC annual meeting in October 2020. It was noted that \$293,076.82, the current balance of the Life Fund, is a relatively large amount for an organization with an annual operating budget of approximately \$50,000.00. Janet Levy proposed moving the following amounts from the “earnings” of the Life Fund during the past year: \$16,000.00 for the SEAC 2020 convention center down payment, \$10,000.00 to the Vanguard checking account so that it earns some interest and helps SEAC to cover some operating expenses, and \$1000.00 to the Charles Hudson Fund. She proposed voting on the convention center down payment at the present meeting and voting on the other considerations by email before the end of 2019. It was noted that nothing in the SEAC bylaws prevents EC from discussing and voting on potential withdrawals (like those proposed here) from the Life Fund. She noted that SEAC annual meetings are becoming more expensive in terms of venues available to us, given the size of the conference, and the spaces and supports necessary for us. A motion was made to move \$16,000.00 from the Life Fund to the SEAC 2020 annual meeting operating fund money market account. The motion was seconded, nine voting members voted in favor, none were opposed, none abstained, and two voting members were not present.

b. Southeastern Archaeology Mentoring Network (Meghan Buchanan)

- 1) There are currently 70 members of SAMN, but more volunteer mentors than mentees, and more members from academia than from CRM. The first SAMN reception will take place at 9AM on Friday in Windsor IV and V. SAMN will need to abide by any social media policy that may be adopted by SEAC. Some people who are junior/tenure-track faculty members have requested mentorship from senior faculty members, but some prefer senior faculty members who might be mentors to instead be eligible to write letters of recommendation and external letters for tenure review. SAMN is considering possibilities for online writing groups and support networks, and is seeking new committee members. A question was asked about whether SAMN mentors need to have Ph.D.’s, and the answer is that they do not, and they just need relevant professional experience that would be relevant to prospective mentees. A question was asked about whether SAMN has contacted RPA or ACRA for volunteer mentors who might increase CRM representation, and the answer is that SAMN has not yet done so, but could consider it. It was also noted that SAA has offered C.V.

- workshops for students at SAA annual conferences, and SAMN may consider doing something similar as SEAC events.
- c. Student Affairs Committee (Adam Coker)
- 1) The incoming committee chair is Elizabeth Straub, and the committee is currently replacing several other officers. Student lunches and workshops are generating interest; the student reception will take place Thursday, 5–7PM, in Newbury, on the lobby level of the Marriott; the student affairs luncheon at the current conference will take place on Friday at noon in Windsor IV and V; and the workshop on sexual harassment issues in archaeological field schools is scheduled for Friday, 1–3PM, in Newbury, on the lobby level of the Marriott. The committee will need to adopt and abide by any social media policy that SEAC may implement.
- d. Native American Affairs Committee (Brad Lieb)
- 1) *(The SEAC Articles and Incorporation refer to the “Native American Affairs Committee,” but members of the committee have for the past seven years referred to it as the Native American Affairs Liaison Committee,” or NAALC.)* NAAC is expecting a report soon from Pierce Wright (University of Alabama) and Ian Thompson (Choctaw Nation of Oklahoma) about a recent sponsored program supported by NAAC. Brad Lieb asked EC for budget increases for the Native American Speakers Fund (NASF) from \$2000.00 per year to \$3000.00 per year, but the EC opted not to do so at present because there has typically only been one NASF program per year, and EC members think SEAC should be conservative about budgetary allocations. Mike Fedoroff has agreed to serve as NAAC Chair, and there has been an inquiry about whether a tribal member could serve as a Co-Chair. There was general agreement by EC members that a tribal member could serve as a Co-Chair of NAAC, although the question of whether there is any specific guidance or constraints on NAAC membership and terms in the [SEAC Articles of Incorporation and Bylaws](#) was raised (*there is no such language, and NAAC is only mentioned in Article VIII, Section 2, on pages 2 and 3*). Lieb will discuss with NAAC and will have NAAC draft a formal proposal for cochairs. Lieb added that it may be helpful to survey the SEAC membership about the importance of and roles of NAAC and Native American affairs within SEAC, but that surveys should be clearly focused, with specific rationale for the survey data that would be collected. Maureen Meyers credited Lieb for important work in outreach to Native American vendors present at SEAC 2019, and Lieb credited SEAC 2017 in Tulsa, Oklahoma, as the event at which many Native American artists first attended SEAC. NAAC presented its motion to support the proposed collaboration between Jan Simek (University of Tennessee) and the Chickasaw Nation of Oklahoma to study rock art located on land in Oklahoma and recently purchased by the Chickasaw. The question of whether Professor Simek would need the per diem reimbursements included in the proposed budget was posed; that line item in the proposed budget was based on standard GSA travel policies and rates. A motion was made to call for a vote, the motion was seconded, and nine voting members of the EC voted in support of the proposal, none were opposed, none abstained, and two voting members of EC were not present for the vote.

e. Awards committee reports and issues for discussion

1) Lifetime Achievement Award (Charles Ewen)

- a) The committee inquired if there are rules about maximum number of annual recipients, and Janet Levy replied that there are no specific rules, but that one or sometimes two recipient(s) seems reasonable. There are no specific criteria for the committee to apply towards evaluating nominations. The question was proposed about whether we should study the history of the award and to learn how many nominations there are per year, as well as the question of whether it is commonly the case that it is difficult to make decisions about nominees. An EC member who is currently serving on the award committee noted that decisions about nominations are often clearcut, although they are not always easy to make. An EC member suggested that the award committee adopt the practice of recycling nomination packets with no prejudice. Would committee chairs and committee members prefer specific guidance? Is it awkward to “turn down” nominees for an award if there are no specific criteria for them? An EC member recommended that we consider giving more formalized guidance to the award committee but that we collect some data before making specific decisions, and it was also recommended that we review meeting minutes from past conferences for information about precedents or policies about award criteria and practices about how long nominations are held for consideration. An EC member noted a policy for a university award that stipulates one recipient per year but that exceptions can be made for special cases and circumstances. It was noted, as it was last year, that the age of nominees can mean that they are reaching late stages of life. There was general agreement that it would be worthwhile to collect more data and to consider more specific guidance to the committee and more specific criteria for evaluating nominations.

2) Charles Hudson Award (Barnet Pavão-Zuckerman)

- a) The endowment is substantial enough for an award to be given in 2020, for an estimated amount of \$800.00. It was asked whether the time for reviewing applications is long enough, with September 1 as the application due date, and October 1 as the due date for application decisions. It was asked whether the application and application review process are excessive for a grant of a relatively modest amount of money, but it was acknowledged and agreed that students could potentially apply for funding to support a subsection of a broader project, and that the application process itself is an important experience for students in terms of professional development.
- b) The motion was made to support the proposal from the award committee along with an editorial suggestion for providing flexibility for application and decision deadlines, in case more time or different timeframes prove necessary.
- c) The motion was seconded and approved, with nine voting members in support, none opposed, no abstentions, and two voting members not present.

3) C.B. Moore Award (Jay Johnson)

- a) It was noted that there is no more room past this year for engraving the names of award recipients on the base of the trophy. Megan Kassabaum volunteered to look into some possible options.

4) Student Paper Prize (Maureen Meyers)

- a) Maureen Meyers commented on the recent survey conducted to generate comments from the SEAC membership about the materials given with the Student Paper Prize, and based on the results of the survey, Maureen recommended that: the prize should not be changed, but that we should consider adding lifetime membership to the “winnings” of first place; and that SEAC should work with annual meeting organizers to have books and other prize items shipped (the costs for one recent Student Paper Prize recipient was approximately \$200.00 at book rate). She recommended not permitting coauthorship. She and Janet both recommended not requiring presentations to be evaluated as part of the assessment of papers submitted for the Student Paper Prize (in part because of the complicated logistics and scheduling that would be involved at the annual meeting). Maureen proposed that the SEAC President-Elect (whose tasks involve soliciting and receiving contributions to the prize itself) discuss in advance with SEAC annual meeting (co)organizers plans for transporting or shipping prize materials. The estimated monetary value of the current prize is close to \$8000.00.

6. Future meetings

- a. 2020—October 28–31, 2020, Durham, North Carolina, coorganized by Heather Lapham and Margaret Scarry. Contracts with hotels ([Durham Marriott City Center](#), [Durham Hotel](#), [Aloft Durham Downtown](#), [Residence Inn Durham](#)) and the [Durham Convention Center](#) were signed in February 2019.
- b. 2021—November 11–14, 2021, Little Rock, Arkansas, coorganized by Emily Beahm and Jodi Barnes. A contract with the [DoubleTree Hotel by Hilton Little Rock](#) has been signed. A contract with the [Robinson Center](#) (connected to DoubleTree Hotel) is forthcoming, and a down payment of \$2500.00 to \$3000.00 will be necessary.
 - 1) Janet Levy proposed voting on approving the down payment for SEAC 2021, and Karen Smith seconded.
 - 2) Nine voted “yes,” none were opposed, none abstained, and two voting members of the executive committee were not present.
- c. 2022—Janet Levy has begun looking into the possibility of hosting SEAC 2022 in Asheville, North Carolina.
- d. 2023—Maureen Meyers has reported potential interest (but not commitments) for hosting SEAC 2023 in Tallahassee, Florida, or Chattanooga, Tennessee.
- e. Janet noted challenges of balancing the budget to enable conferences to take place each year.

7. Mitigating sexual harassment and assault

a. Task Force on Sexual Harassment and Assault (Robbie Ethridge and Mike Fedoroff)

- 1) The Task Force report was submitted and circulated to the EC in advance of the board meeting at SEAC, and Robbie Ethridge introduced some major points for consideration and discussion.
- 2) At SEAC 2019, the Task Force has implemented pilot versions of a SEAC Annual Meeting Code of Conduct (see pages 1 and 2 of [SEAC Bulletin 62](#)) and a SEAC Safe Officer Program (see page 3 of [SEAC Bulletin 62](#)).
- 3) The SEAC Safe Officers for SEAC 2019 are Jera Davis, Robbie Ethridge, Gayle Fritz, Vanessa Hanvey, Patrick Johnson, Shawn Lambert, and Jesse Nowak; they and other Task Force members participated in a training session that took place on Wednesday afternoon, prior to the EC meeting. Safe Officers are available for consultation and support, as needed, and for providing escorts (attendance at paper or poster presentations, for example, or escorting people from one place to another as needed), and the Task Force plans to have Safe Officers in attendance at major events (such as receptions and the dance), as well as one or more members of the Task Force posted at the registration table throughout the annual meeting. The training session focused on best practices for responding to and managing complaints that may be brought forward during the annual meeting, protecting and supporting complainants. Safe Officers and members of the Task Force deem it necessary to develop best practices for notifying respondents of complaints of alleged misconduct, for approaching respondents when complainants are amenable to it, for reminding perpetrators of the Annual Meeting Code of Conduct and the importance of abiding by those rules and expectations. Neither Safe Officers nor other members of the Task Force have received formal training for counseling for victims of rape or other forms of sexual assault, but we do have contacts with the local rape crisis clinic in Jackson. We are not sure what kinds of complaints may be made, nor how many may be brought forward. We have attempted to prepare for support and counseling needs that may arise, and resources for referrals.
- 4) As part of our effort to promote awareness of our concerns and our visibility at the conference, the Task Force has prepared posters to put up at conference venues, shirts to be worn by Safe Officers, and brochures that have been added to conference packets for all registered conference attendees and participants.
- 5) The Task Force strongly supports the plan to develop and to implement “checkboxes” (as SAA has done) for registration for SEAC 2020, by which registered conference participants acknowledge awareness of and an agreement to abide by the Annual Meeting Code of Conduct. We did not manage to develop this addition to the conference registration system soon enough to implement it for SEAC 2019, but we would like to do so for SEAC 2020.
- 6) The Task Force is currently in its fourth year, and we recommend more formally institutionalizing this effort within SEAC governance, either in the form of a short-term advisor to the EC (with explicit duties) or in the form of a long-term and permanent member of the EC and chair of a related SEAC committee (*in a position akin to what is often known as a Sexual Harassment and Assault Response Coordinator, or SHARC*). It is important for us to assess the effectiveness of current and future programs and initiatives in terms of outcomes. We would like SEAC to make permanent the SEAC Safe Officer Program. We would like SEAC to adopt a permanent Annual Meeting Code of Conduct (*FYI, SAA posted its [“Meeting Safety Policy and Code of Conduct at SAA Events”](#) on January 3, 2020*).

- 7) Mike Fedoroff (member of the Task Force) emphasized the importance of the messages and signals sent to the SEAC membership by EC decisions regarding grievance procedures and other discussions about sexual harassment and sexual assault, and the importance of directing complainants to resources and supports they may have at their respective institutions, agencies, companies, and organizations.
- 8) Robbie Ethridge noted that all that Task Force members can do currently is to support complainants rather than ensuring that respondents in cases of alleged misconduct abide by rules and policies. The question came up about whether issues reported to the Task Force could be or should be brought to EC or another entity within SEAC governance. Voting against the development and implementation of grievance procedures does not make the problems of sexual harassment and assault in archaeology go away.
- 9) Workshops and other events and other forms of visibility at SEAC annual meetings keep problems in mind and equip SEAC members with tools to prevent and to respond to instances of sexual harassment and sexual assault.
- 10) The Task Force recommends that SEAC respond to outcomes of the recent Inter-Societies Summit, which Maureen Meyers attended and will report on.
- 11) Ethridge recommended that more people are needed for the Task Force and for the group of Safe Officers. This group of people has been a good group thus far, and they are generally willing to and able to keep working, but they have been doing it for a while, and there is more work to be done.
- 12) Janet Levy asked for clarification of the proposal to consider adding another member to the EC, and whether that would require an amendment to the [SEAC Articles of Incorporation and Bylaws](#), which would indeed be necessary (*Article VIII, Section 1, of the Bylaws states that amendments to the Articles of Incorporation must be approved by two-thirds of the votes cast; Article VIII, Section 3, of the Bylaws states that amendments to the Bylaws must be approved by a majority of the votes cast; Article VI of the Articles of Incorporation lists the elected offices within SEAC; Article II and Article III of the Bylaws enumerates the duties of said officers and officers*).
- 13) Levy commented that the discussion by SEAC board members (in person at SAA 2019, and by email thereafter) focused on investigations of any alleged incident in any setting, not “just” on instances that occurred at SEAC, and discussion of what happened at during the SAA 2019 conference in Albuquerque, New Mexico, and how SAA responded to it, both during the conference, and afterwards. (There was some discussion during the EC meeting in Jackson of what happened at SAA 2019).
- 14) Ethridge expressed frustration by the Task Force that the SEAC board was not supportive of Task Force recommendations. Fedoroff echoed disappointment in the SEAC board apparently deciding not to do anything, as it seemed from the communication about SEAC board decisions to members. They expressed the importance of the SEAC board choosing to do and voting to do something rather than doing nothing.
- 15) EC members who participated in these conversations (in person and via email) noted uncertainties and complexities associated with legal liabilities; the challenges of ensuring that SEAC members or officers involved in formal grievance procedures could receive proper training and adequate support; the availability of resources and supports for students and faculty members at colleges and universities; and the importance of better communications from the EC to SEAC membership.
- 16) It was noted that most archaeologists work in CRM settings, and there are often limited resources and supports for complainants in cases of alleged sexual misconduct within CRM settings, especially with respect to small firms.

- 17) Meyers suggested that SEAC send any formally proposed grievance procedures to a lawyer or a law firm for review, without consideration of potential costs for implementing such procedures, although potential costs could and should be considered at later stages.
- 18) One member of the EC noted that SEAC arguably has heightened responsibilities for what takes place at SEAC annual meetings.
- 19) Fedoroff reiterated the importance of the EC sending a strong message to the SEAC membership about the importance of combating sexual harassment and assault. Ethridge would like a commitment from SEAC to develop some kind of grievance procedure in whatever form it takes, with guidance from lawyers or others as necessary and appropriate. Ethridge noted that it was hard for Task Force members to receive news that the EC voted against its recommendations to develop grievance procedures.
- 20) It was noted that law enforcement agencies and universities have struggled with these issues, making it hard for a voluntary organization like SEAC to have a strong mechanism for investigating and adjudicating reported misconduct.
- 21) Ethridge summarized possibilities of RPA consultations, models for investigation and adjudication by RPA and other organizations, and considerations about whether there would be membership requirements that would affect what actions should be or could be taken.
- 22) An officer noted there are multiple pathways and practices that we have been and should be considering in terms of how SEAC can best manage, mitigate, minimize, and otherwise combat the problems of sexual harassment and assault in archaeology.
- 23) An EC member noted that SEAC officers have generally thought they were opening conversations rather than closing them, and that while the decision by the EC was not to go forward with developing formal grievance procedures, it was widely agreed that SEAC does need to address the problems of sexual harassment and assault in archaeology and to work at mitigating and minimizing them.
- 24) An EC member expressed reluctance to go back to our thoughts about the proposal and board discussions about it from several months ago given how new information would impact current and future discussions and decisions.
- 25) There was discussion of whether to add another board member to the EC (akin to a SHARC), which would need to be an elected position, not necessarily through "competitive" elections with more than one candidate (as is often the case for particularly labor-intensive and skill-driven roles such as Treasurer and Editor).
- 26) Levy proposed a motion to gather written comments from the board about proposed grievance procedure, then for the Task Force to consult with an attorney to receive advice about: (1) proposed grievance procedures; (2) comments from board members; (3) potential future discussions and potential fee structures; (4) such comments from an attorney would be delivered to Task Force and EC. This motion was seconded, and it was approved (nine voting members voted "yes," none were opposed, none abstained, and two voting members were not present).
- 27) Levy proposed a motion to charge the Task Force with writing a description of the responsibilities of proposed new board member for developing SEAC responses to problems of sexual harassment and assault, with the expectation of proposing relevant changes to the [SEAC Articles of Incorporation and Bylaws](#). This motion was seconded, and it was approved (nine voting members voted "yes," none were opposed, none abstained, and two voting members were not present).
- 28) An officer asked that the Task Force place report to the EC about what issues and what formal reports or complaints arise during SEAC 2019.

29) Levy noted that the Task Force is welcome to submit recommendations for revisions that it advocates for positions or statements made by the EC on behalf of SEAC.

b. Report from the Inter-Societies Summit (Maureen Meyers)

1) Maureen Meyers attended the Inter-Societies Summit in Washington, D.C., on September 19, 2019, as a representative of SEAC (*sponsored by SAA, SHA, AIA, and AAPA, with representatives of those and eight other organizations also in attendance, including SEAC*). Based on this experience and conversations during the summit, Maureen recommended that SEAC consult with an attorney (for gratis) about the necessity for organizations that have codes of conduct to develop and to implement formal grievance procedures, and about the necessity of retaining lawyers for legal counsel, given uncertainties about liabilities related to potential misconduct against members, attendees, vendors, and others involved in SEAC events. The RPA is open to the idea of partnerships with other organizations such as SEAC for matters related to procedures and protocols for receiving and investigating formal grievances. Maureen noted the importance of SEAC considering and adopting a social media policy as one aspect (among others) for combating the problems of sexual harassment and assault in archaeology.

8. Resolutions and awards presented at the annual business meeting

a. Memorial resolutions will be given for:

- 1) annual meeting organizers (Jay Johnson, Tony Boudreaux, Maureen Meyers), read by Victor Thompson
- 2) outgoing officers
 - a) Nicholas Herrmann, Treasurer, read by Patrick Livingood
 - b) Karen Smith, Social Media Editor, read by Megan Kassabaum
 - c) Executive Officer I, Elizabeth Horton, read by Jayur Mehta
 - d) Associate Editor for Sales, Eugene Futato, read by Mary Beth Trubitt (position “retired” with Eugene)
- 3) outgoing committee chairs
 - a) Meghan Buchanan, Mentoring Network
 - b) Adam Coker, Student Affairs Committee
 - c) George Crothers, Patty Jo Watson Prize Committee
 - d) Charles Ewen, Lifetime Achievement Award Committee
 - e) Brad Lieb, Native American Affairs Committee
 - f) Mark Rees, Nominating Committee
 - g) Gregory Wilson, Student Paper Prize Committee
- 4) presidential recognition award recipients
 - a) Eugene Futato, award citation read by Janet Levy
 - b) Karen Smith, award citation read by Janet Levy

b. Ceremonial resolutions will be given for:

- 1) Jamie Brandon, read by Jodie Barnes
- 2) Francis “Cal” Calabrese, read by David Morgan, on behalf of Tad Britt
- 3) Robert Connolly, read by Ryan Parish, on behalf of David Dye

- 4) Mark Dingeldein, read by Scot Keith
 - 5) Joel Jones, written by Robert Benson
 - 6) Robert Neuman, read by Richard Weinstein, on behalf of Kathleen Byrd
 - 7) Thomas Sanders, read by Karen Stevens and Vanessa Hanvey
 - 8) Bill Huser, read by Karen Stevens and Vanessa Hanvey
 - 9) James Stoltman, read by Kenneth Sassaman
 - 10) Mark Raab, read by Janet Levy
 - 11) Errett Callahan, read by Janet Levy
- c. Student Paper Prize (Maureen Meyers)
 - d. Patty Jo Watson Prize (George Crothers)
 - e. C.B. Moore Award (Janet Levy)
 - f. Lifetime Achievement Award (Janet Levy)
9. The meeting was adjourned at 11:07PM.

**Southeastern Archaeological Conference
Reports from Officers, Editors, Committees, and Task Forces
November 8, 2019**

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President's Report (Janet Levy) SEAC 2019

OK, gang. Hopefully, I don't have anything to say that you are not already aware of through our interactions over the past year since Augusta. So, let me present this as much as possible as a bulleted list, more or less in chronological order:

First: thank you to all board members and others who help lead SEAC; it would be an impossible job without your contributions.

- First thing following the annual meeting, the main tasks are finding new members of committees/task forces/networks, and new chairs where needed. We accomplished this.
- Preparing all the board reports for publication in the spring newsletter, while helping our new editor of the newsletter, *Horizon and Tradition*, Emily Beahm, get oriented. Much help from Jay Johnson in this regard.
- Create the committee for soliciting and evaluating proposals for the first Hudson award; this will go forward in the coming year. Their first report to the board was submitted for this meeting.
- Final evaluation of the space for the Durham meeting in 2020; signing the contracts. Thanks to Margaret Scarry, Steve Davis, and especially Heather Lapham of UNC-RLA.
- We voted on the public outreach grant, which has been successfully implemented. This was a collaboration between Coastal Carolina University and the Horry County Museum in coastal South Carolina to develop exhibit and teaching resources on South Carolina history and archaeology for individuals with visual and sensory challenges. They focused on creating a range of 3-D printed objects, as well as text panels with audio support designed for these specific audiences.
- We worked on a letter to support the Kentucky Archaeological Survey. We were not successful in changing the minds of anyone at University of Kentucky, but a positive outcome has evolved as the Survey has now joined Western Kentucky University.
- We allocated a variety of funds to important SEAC goals, such as preparing for the 2020 meeting, supporting the NAALC's activities, etc.
- We debated contract renewal with Taylor & Francis for the journal. After being pushed to make a rapid decision, which I think we did appropriately, then our T&F contact more or less disappeared for several month. However, we will be completing the signed contract renewal soon, and will then move on to the issue of getting all the back issues accessible online to all members in one place, on the T&F website. The journal will expand to four issues per year.
- As you all know, we spent the most time and energy on issues of mitigating sexual harassment and assault. New steps at the annual meeting are the use of safe officers and the publication of a policy statement for all registrants, plus several workshops to support individuals with combatting these issues. This remains an active project. Maureen has shared her report of the Inter-Societies Summit on Sexual Harassment in Washington, D.C., in September, and this may lead to new actions by SEAC.

What did I not get around to moving through SEAC governance?

- I made no progress on a possible annual meeting in 2022 in Asheville, North Carolina. I do have one group considering organizing 2022 in Chattanooga.
- We didn't get anywhere on whether to change the Student Paper Prize. I think we should decide this soon.

What is important to think about?

- SEAC is teetering on the edge of being too big to be run entirely by volunteers. The time is coming to think about professional management of some kind, possibly for the annual meeting or possibly

more general management. Yes, there are clearly financial implications, but this job is hard. I don't know that someone who has a job could do it. On the other hand, the leadership should not be limited to old, retired folks.

- Our finances are fairly stable; we'll hear more about this soon. But, expanded ambitions and goals take expanded budgets. It is essential to consider money when considering any major initiatives, even ones that are important to us. If we break the budget, there will be no SEAC to accomplish these goals. This year, I believe we will be able to draw money from the Life Fund quasi-endowment; this is a good thing, because in 2020, we will need to make payments for both the Durham meeting and the Little Rock meeting in 2021. We may have hard decisions to make about budgetary priorities.
- We continue to have work to do on mitigating sexual harassment, etc.
- We need to reach out and find some locales and organizers for upcoming meetings.
- In the coming year, we will need nominees for President-Elect, Secretary-Elect, and Editor-Elect, the most work-intensive positions in SEAC. We have to start on this right now.

Secretary's Report (Chris Rodning) SEAC 2019

Elections

The SEAC election this year included an election for Executive Officer I, the candidates for which were Meghan Buchanan and David Cranford. The SEAC Nominating Committee identified these candidates, who prepared candidate statements and pictures, which the secretary then edited and forwarded to James Claiborne (VoteNow), along with some revised wording to be circulated with email announcements and reminders about the election and instructions to SEAC members for accessing the ballot and candidate materials. The SEAC election started on September 17 and was completed on October 18, at which point the secretary communicated the election outcome to the SEAC president. For the 2019 elections, there were 898 eligible voters, 414 votes were cast, and five voters accessed the ballot but did not record votes. There are several offices for which SEAC will need nominees and candidates for the 2020 election, including President-Elect, Secretary-Elect, Journal Editor-Elect, and Executive Officer II. The secretary has updated records of the names of SEAC voting officers, the names of SEAC members who did stand for elections but who were not elected, and projections about which offices will be included in annual SEAC election slates through 2028.

Newsletter

The outgoing (now former) secretary submitted reports and meeting minutes to the SEAC newsletter editor for inclusion in the spring newsletter.

Committees and Task Forces

The secretary updated an Excel spreadsheet with the names of chairs of committees and task forces, and the names of members of those committees and task forces.

Board Discussions and Votes

The secretary recorded votes taken during email discussions of issues put forward by the president, reported those outcomes to the president, updated records of such votes in an Excel spreadsheet, and periodically discussed with the president and others some of the issues under consideration.

Communications with Task Force on Sexual Harassment and Assault

Based on comments from board members, the secretary revised and prepared statements about a pilot version of a Code of Conduct for the SEAC annual meeting in 2019 to be included in the SEAC program, and a shortened statement to be included in the summary program and outside conference event venues.

Awards and Ceremonial Resolutions

The secretary assisted the president and others with managing nominations and communications about ceremonial resolutions to be given at the SEAC Business Meeting in 2019. The secretary was not as proactive in sending out reminders and communications as should be the case in future years and has been the case in past years. The president took on the tasks this year of having plaques and certificates prepared for awards that will be given out at the SEAC Business Meeting in 2019.

—Respectfully submitted, Chris Rodning, 10/20/2019

Editor's Report (Mary Beth Trubitt) SEAC 2019

Volume 38 (2019) of *Southeastern Archaeology* contained 13 articles, 2 reports, and 9 book reviews. This year's thematic issue "Shells Below, Stars Above: Four Perspectives on Shell Beads," with Cheryl Claassen as guest editor, appeared in the August issue. The December issue of the journal is online and is being mailed out to members this month.

Southeastern Archaeology Publication Report for 2019

Volume Issue # pages # articles # reports # book reviews

38.1	92	5	0	0
38.2	84	5	0	7
38.3	88	3	2	2
Total	264	13	2	9

Thank you to associate editor Neill Wallis for serving as book review editor this year. He solicited and successfully marshalled 10 book reviews through the Editorial Manager system that have been (or will soon be) published online and in print. Thanks to associate editor Emily Beahm for taking on the role as newsletter editor this year, and successfully creating and distributing the April and October issues of *Horizon & Tradition*. Eugene Futato concludes his role as associate editor for sales with his retirement at the end of this year. We thank him for his many years of service to SEAC as he manned book tables, kept track of publication stores, and filled backorders for journals. He has arranged for continued storage of the journal's back issues while we work out how to disperse them.

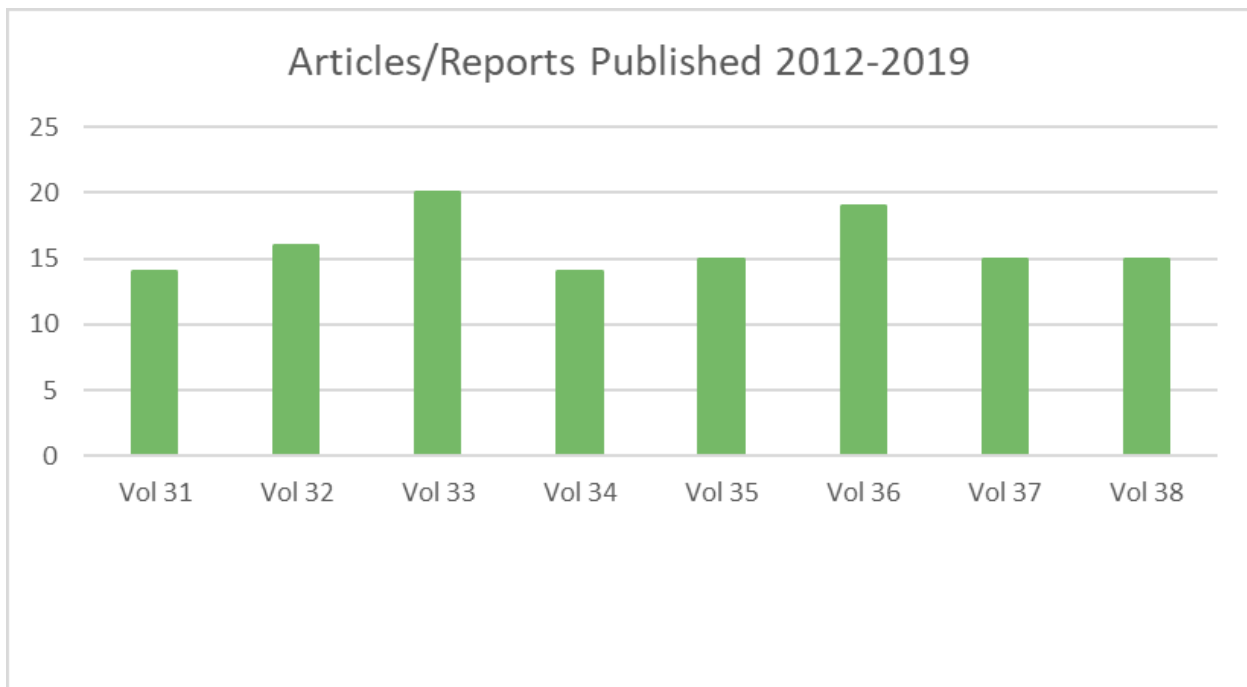
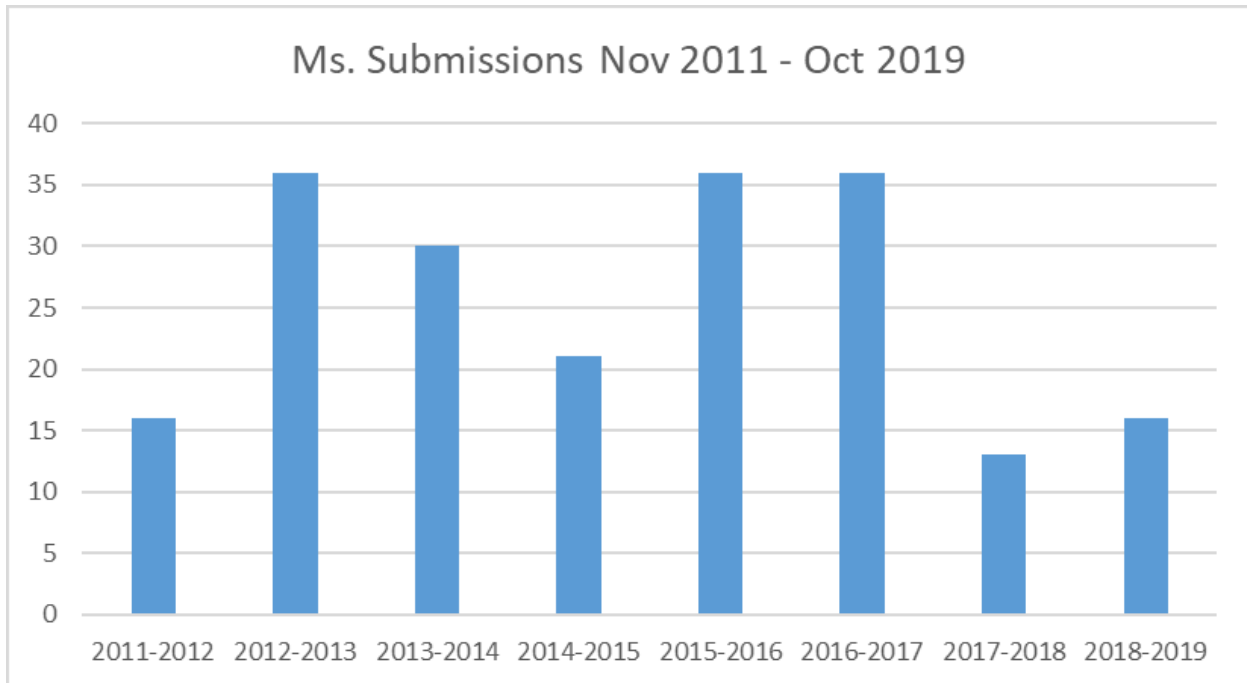
I want to thank the 47 people who have served as peer reviewers this year. The continued quality of our journal depends on the careful reading, expertise, and constructive suggestions that these colleagues provide to authors. If interested in contributing to SEAC in this way, you can register or update your Editorial Manager record to include your research specialties.

Editor-Elect Rob Beck has been working with me to get familiar with the editorial process. Since November of 2018, there have been 16 manuscripts submitted to the journal as articles or reports. Of those, 4 have been accepted and published or are in production, 7 are being revised or are under review, and 5 have been withdrawn or rejected. I thank our copy editor, Deborah Upton, who has given careful reading to manuscripts this year.

SEAC has negotiated renewal of our publishing contract with Taylor & Francis (but not yet signed a contract). Soon the journal will increase to four issues a year (from 264 to 320 pages). This increase was planned in part due to our "backlog" of articles online but not yet in print. The number of submissions has been low for the last two years, we have published down our "backlog," and we are currently filling *Southeastern Archaeology* 39(1) for 2020. Editor-elect Rob Beck and I are looking for new manuscript submissions. We welcome proposals for special issues. I also encourage those authors who have received reviewer comments to resubmit their revised manuscripts so we can move them forward towards production.

Finally, with costs increasing, we will encourage "online only" journal access in the future. If you have not yet done so, please check out the latest articles and the online issues of the journal

through the SEAC membership page.



Social Media Editor's Report (Karen Smith and Megan Kassabaum) SEAC 2019

Website Content

We have posted 35 announcements to the website since last November (up from 21 in 2018). Job advertisements continue to be about 60% of all posts. This year, 20 job advertisements were placed on SEAC's website (up from 12 in 2018). Just a reminder that if you have an announcement appropriate for distribution to SEAC members and supporters, you may email it to incoming Social Media Editor Meg Kassabaum for posting (meg.kassabaum@gmail.com). Posting announcements, including job advertisements, is a FREE service. We typically post to the main website, and then send out a tweet with the link. SEAC does not have an official Facebook page, so Twitter, MailChimp, and SEAC's website are the main avenues of communication.

MailChimp

We sent a total of 11 MailChimp email campaigns this year ranging from newsletter notices to calls for nominations to information about the meeting in Jackson. This is up from 10 email campaigns in 2018. SEAC continues to have an open rate between 30 and 50% (SEAC's list average is 38%), well above the mean open rate for nonprofits of 24% in 2018 (<https://mailchimp.com/resources/research/email-marketing-benchmarks/>).

With a contact list that hovers around 2,000, SEAC's MailChimp account has been at the upper limit of the free service for several years. When the list exceeds 2,000 contacts, as it often does leading up to the annual meeting, decisions about which emails to delete, if any, must be made. Although MailChimp has improved tools for culling emails, it is still a tedious and time-consuming task. We recommend SEAC upgrade the service from free to the essential plan. For \$29.99 a month, the contact limit will be 2,500 with the option to add 500 more for another \$9.99 a month.

You can help us keep the mail list clean and tidy! If you are receiving the same email from SEAC at two or more email addresses, please take a few minutes to unsubscribe one of the emails. If you are *not receiving emails* but would like to, please let either the Social Media Editor or the Treasurer know so that we can investigate.

Twitter

The SEAC Twitter account @SEACArchaeology has 1009 followers, up from 905 followers last year.

Other Business

In September, President-Elect Maureen Meyers attended a meeting of 14 anthropological organizations to address sexual harassment. One recommendation coming out of that meeting was that SEAC needs to create a social media policy as soon as possible. We will work on drafting a policy for SEAC board approval in the coming months.

Respectfully submitted,
Karen Smith and Meg Kassabaum, October 20, 2019

Treasurer's Report (Nicholas Herrmann) SEAC 2019

SEAC continues to be in good financial shape. As of October 31, 2019, SEAC has \$80,794 in the Bank of America operating checking accounts and \$44,612.00 in the Vangaurd LifeStrategy account. Since November 1, 2018, SEAC has received \$50,309.00 in revenue mostly from membership dues, but \$16,661.00 in revenue was earned from the Tulsa and Augusta meetings. To date, SEAC has had \$38,804.00 in expenses as well as the \$4,010.00 transfer to the Hudson Award Fund. The result is a net profit of \$7,494.00 in the Operating Account. The primary expenses include start-up fees for both Jackson and Durham, final issue of Volume 37 from 2018 and catch-up issues for members, and the harassment task force expenditures. This accounting does not include the costs for the printing and mailing of all issues from Volume 38, both primary mailings and catch-up issues, and the recent SEAC elections provided by Vote-Now. These expenses are estimated to be over \$20,000.00 and will be invoiced and paid in the coming months. So, it is not as rosy, but we are doing alright.

As for the Hudson Fund, the board had decided to transfer funds from the general operating account to bring the balance of the account to \$20,000.00. This allocation was done in November of 2018 and the balance of this account now stands at \$22,347.00. Remember that the interest on the fund is to be used to encourage younger scholars to do good work in the form of small grants and to participate in and be members of SEAC. So, please consider contributing to the Hudson Award Fund.

Dues notices were emailed multiple times during the year and a reminder was also included in the call for abstracts for the Jackson meeting. I would like to remind everyone to be sure to check and update your contact information on the website so that we can get information and journals to you in an efficient manner. Membership stands at 972, which is a slight increase from last year (19 members) and is ahead of our ten-year average of 960. We see slight increases across all membership categories, but there were not double digit increases in any category.

As for the Journal, all the issues of Volume 38 have been printed and mailed. The list of late joining members for catch-up issues (38.1 and 38.2) was provided to Taylor and Francis, and these issues should be mailed soon. If you joined after mid-September and have not received the journal, you will be included on a catch-up list that will be sent to Taylor and Francis after the meetings. To avoid having to wait for catch-up issues, please remember to renew your membership early in the year, before the first issue goes out! You can expect multiple emails over the coming year from the new Treasurer encouraging you to renew or rejoin SEAC, ensuring that you receive the journal in a timely fashion.

I want to thank SEAC for allowing me to serve as Treasurer. It has been an honor. I officially hand off my duties, the checkbook, and money tie to Patrick Livingood. Thank you.

Membership Totals	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Life	145	149	152	148	153	155	160	165	168	169	170
Life Family	32	32	32	32	32	30	32	33	34	34	35
Regular	421	413	448	446	476	502	446	613	503	522	528
Student	157	191	224	203	194	208	237	255	166	196	201
Family	25	25	32	28	19	22	27	20	12	9	15
Institution	79	77	73	72	71	67	-	-	-	-	-
Complimentary	24	24	24	24	23	23	23	23	23	23	23
	883	911	985	953	968	1007	925*	1109	906	953	972

*Does not include Institutional Memberships for first time.

Treasurer's Annual Report for the Fiscal Year Ending October 31, 2019

	FY2019	FY2018	Profit/Loss
ASSETS			
Operating Funds			
Bank of America Checking Account	\$ 80,794.66	\$ 55,922.94	\$ 24,871.72
Bank of Moundville Checking Account	\$ 1,166.29	\$ 1,166.29	\$ -
Hudson Award	\$ 22,346.84	\$ 15,989.57	\$ 6,357.27
Investments			\$ -
Vanguard LifeStrategy	\$ 44,612.35	\$ 59,815.82	\$ (15,203.47)
Vanguard Growth and Index Funds ¹	\$ 274,968.14	\$ 233,463.80	\$ 41,504.34
Vanguard Money Market Account ¹	\$ 16,215.83	\$ 15,860.28	\$ 355.55
Publication Inventory (at cost)	\$ -	\$ -	\$ -
TOTAL ASSETS	\$ 440,104.11	\$ 382,218.70	\$ 57,885.41
CONFERENCE ASSETS INCREASE (DECREASE)			
¹ SEAC Life Fund Investments			
REVENUES, GAINS, AND OTHER SUPPORT			
Dues			
SEAC Membership Dues 2017	\$ -	\$ 81.11	\$ (81.11)
SEAC Membership Dues 2018	\$ -	\$ 27,005.24	\$ (27,005.24)
SEAC Membership Dues 2019	\$ 28,564.29	\$ 226.18	\$ 28,338.11
SEAC Life Membership	\$ 2,569.59	\$ 630.50	\$ 1,939.09
Taylor&Francis			
Royalties	\$ 1,225.63	\$ 1,089.22	\$ 136.41
Editorial services credit	\$ 1,212.00	\$ 1,212.00	\$ -
Publication Sales	\$ 22.00	\$ -	\$ 22.00
Annual Meeting Revenue (Tulsa and Augusta)	\$ 16,660.58	\$ 11,018.88	\$ 5,641.70
Donation: SEAC General	\$ 25.00	\$ -	\$ 25.00
Donation: Hudson	\$ 30.00	\$ -	\$ 30.00
TOTAL REVENUE	\$ 50,309.09	\$ 41,263.13	\$ 9,045.96
EXPENSES			
Publications			
<i>Southeastern Archaeology - T&F*</i>	\$ 13,479.00	\$ 25,979.00	\$ (12,500.00)
<i>Borgo Publishing - McNutt Volume</i>	\$ -	\$ 3,004.00	\$ (3,004.00)
Copy Editing (D. Upton)	\$ 530.25	\$ 3,937.13	\$ (3,406.88)
Awareness Campaign - Brochure	\$ 693.36		
CPA Tax Filing	\$ 750.00	\$ 690.00	\$ 60.00
Corporate Filing Fee	\$ 20.00	\$ 20.00	\$ -
Archiving	\$ -	\$ -	\$ -
Office Expenses	\$ 146.05	\$ -	\$ 146.05
Website	\$ 427.50	\$ 390.00	\$ 37.50
Gateway - Authorize.net	\$ 305.00	\$ 300.00	\$ 5.00
Public Outreach Grant	\$ 2,000.00	\$ 2,000.00	\$ -
Harassment Awareness Campaign	\$ 2,198.13	\$ -	\$ 2,198.13
Native Affairs Speaker Fund	\$ 700.00	\$ -	\$ 700.00
Postage (Student Prize)	\$ -	\$ 191.85	\$ (191.85)
Insurance	\$ 513.00	\$ 1,072.25	\$ (559.25)
Sexual Harassment Working Group (Travel)	\$ 1,997.28	\$ -	\$ 1,997.28
SEAC Award Plaques/Dinners/Ford Marker 2019	\$ 1,839.95	\$ 53.83	\$ 1,786.12
Electronic Ballot	\$ 2,760.45	\$ 3,824.96	\$ (1,064.51)
SEAC 2019 Meeting Start-Up Funds	\$ 2,000.00	\$ 2,000.00	\$ -
SEAC 2020 Start-Up Durham	\$ 8,443.75	\$ -	\$ 8,443.75
Vanguard Life Funds Transfer	\$ -	\$ 1,116.30	\$ (1,116.30)
Refund	\$ -	\$ 121.76	\$ (121.76)
TOTAL EXPENSES	\$ 38,803.72	\$ 44,701.08	\$ (5,897.36)
Transfer to the Hudson Fund (to reach \$20k)	\$ 4,010.43		
NET REVENUE	\$ 7,494.94	\$ (3,437.95)	\$ 10,932.89
Highlighted items have issues still being resolved			
KNOWN UPCOMING INCOME			
??			
TOTAL KNOWN UPCOMING INCOME	\$ -		
KNOWN UPCOMING EXPENSES			
Volume 38 (estimate)	\$ 20,000.00		
Vote-now (estimate)	\$ 2,760.45		
TOTAL KNOWN UPCOMING EXPENSES	\$ 22,760.45		

8:10 AM

Southeastern Archaeological Conference

10/18/19

Profit & Loss

Accrual Basis

November 2018 through October 2019

Ordinary Income/Expense
Income

Nov '18 - Oct 19

Annual Meeting Net Revenue (Tulsa and Augusta)	16,660.58
Dues	
Dues	
Family 2019	764.02
Family life 2019	676.74
Life Membership 2019	1,892.85
Regular 2019	23,830.53
Student 2019	3,969.74
Total Dues	<u>31,133.88</u>
Total Dues	31,133.88
Publication Sales	22.00
Taylor&Francis	
Editorial refund	1,212.00
Royalties	1,225.63
Total Taylor&Francis	<u>2,437.63</u>
Total Income	<u>50,254.09</u>
Gross Profit	50,254.09
Expense	
Awards	
Native Affairs Speaker Fund	700.00
Total Awards	<u>700.00</u>
Ballot - online	2,760.45
Corporate Filing Fee	20.00
CPA Tax Filing	750.00
Grants Awarded	
Harassment Awareness Campaign	2,198.13
Public Outreach	2,000.00
Total Grants Awarded	<u>4,198.13</u>
Insurance	513.00
Office Expenses	
Supplies	146.05
Total Office Expenses	<u>146.05</u>
Publications	
Awareness Campaign - Brochure	693.36
Copy Editing	530.25
Taylor & Francis	13,479.00
Total Publications	<u>14,702.61</u>
SEAC Award Plaques	
Ford Marker	1,500.00
SEAC Award Plaques - Other	339.95
Total SEAC Award Plaques	<u>1,839.95</u>
SEAC Startup Funds	
Convention Center Deposit - Durham	8,443.75
SEAC Startup Funds - Jackson	2,000.00
Total SEAC Startup Funds	<u>10,443.75</u>
Travel Reimbursement - Task Force	1,997.28
Website	
Gateway	305.00
Website - Other	427.50
Total Website	<u>732.50</u>
Total Expense	<u>38,803.72</u>
Net Ordinary Income	11,450.37
Other Income/Expense	
Other Income	
Donations	
General SEAC	25.00
Hudson	30.00
Hudson Transfer (to get to \$20,000)	-4,010.43
Total Donations	<u>-3,955.43</u>
Total Other Income	<u>-3,955.43</u>
Net Other Income	<u>-3,955.43</u>
Net Income	<u>7,494.94</u>
Bank of America Balances (as of 10/17/2019)	
General Account	60,794.66
Old Hudson Fund Account	20,000.00
Total	<u>80,794.66</u>

Investment and Finance Committee Report (Paul Welch) SEAC 2019

To: SEAC Executive Committee

From: Investment and Finance Committee (P. Welch, Chair; Lynne Sullivan; Al Goodyear, Kandace Hollenbach)

Re: Annual report on the SEAC Life Fund

Date: 1 Nov 2019

The Life Fund balance at the end of FY 2019 was \$293,076.82. The balance at the end of last fiscal year was \$249,324.08, so the Fund is up \$43,752.74. This is an increase of 17.5%.

In accordance with SEAC Bylaws, the Board may withdraw from the Life Fund during FY2020 no more than the earnings for FY 2019, which are \$41,859.89 (earnings does not include the \$1,892.85 of new dues payments).

31/Oct/19	Fund totals	% of inv	Target
Index 500	\$ 106,758.67	38.7%	40%
Small Cap Index	\$ 20,616.58	7.5%	8%
Intl Growth	\$ 19,867.31	7.1%	8%
Health Care	\$ 13,368.56	4.6%	5%
REIT Index	\$ 11,081.02	4.1%	4%
Long-term Bond Index	\$ 103,276.00	38.1%	35%
Subtotal investments	\$ 274,968.14	100.00%	100.0%
Money Market	\$ 16,215.83		
Life dues not yet deposited	1,892.85		
Life Fund balance	\$ 293,076.82		

A portion (\$44,612.35) of Operating Fund money is held in the Vanguard LifeStrategy Income fund. This is not Life Fund money.

The Hudson Fund is held in the Vanguard LifeStrategy Income mutual fund. The balance in this account is \$22,346.84.

[Note from President: This report should probably be read in conjunction with the Treasurer's report found in the packet of officers' reports.]

SEAC 2020 Status Update (Margaret Scarry and Heather Lapham) SEAC 2019

Name of Committee/Task Force: SEAC 2020

Current Members: Margaret Scarry, Heather Lapham, Steve Davis

Persons submitting this report: Heather Lapham and Margaret Scarry (Research Laboratories of Archaeology, University of North Carolina at Chapel Hill)

Activities through the past year, since 2018 annual meeting: We have secured the Durham Convention Center in downtown Durham, North Carolina, as the conference venue for October 28–31, 2020. The convention center is located 13 miles from the Raleigh-Durham International Airport (about a \$30 taxi ride; Uber and Lyft are also available).

Durham is a vibrant, diverse, and creative southern city alive with food, arts, and culture. It is a hot spot for unique, local restaurants, bars, galleries, and shops as well as several landmarks and historic districts on the National Register of Historic Places. Downtown Durham is home to more than 75 restaurants with creative cuisine, wonderful bakeries, brew pubs, burger joints, and more (many featuring locally-sourced ingredients). The area is known as a craft-beer lover's paradise with more than a dozen award-winning breweries making unique beer and ciders from local ingredients and home to several distilleries that have created world-class gins, vodka, liqueurs, and craft cocktails.

We have contracts signed with four hotels: Aloft, Durham Hotel, Marriott, and Residence Inn. The Marriott is connected to the Conference Center; the Durham Hotel is located one block away; Aloft is .3 miles away (about a six minute walk); Residence Inn is 0.7 miles away (about a 15 minute walk). Uber and Lyft are also readily available.

Room rates range between \$159 and \$179 per night with options for a two-room suite with three beds and a sleeper sofa for \$289/night at the Residence Inn. These rates exclude taxes (13.5%) and parking (\$10–15/night depending on hotel; free at the Residence Inn). Rates are as follows:

Aloft	One king bed	\$169.00
Aloft	Two queen beds	\$169.00
Durham Hotel	One king bed	\$179.00
Durham Hotel	Two double beds	\$179.00
Marriott	House standard	\$149.00
Residence Inn	One king + sleeper sofa	\$159.00
Residence Inn	One queen + sleeper sofa	\$159.00
Residence Inn	Two queen + sleeper sofa	\$199.00
Residence Inn	Suite, 1 room (queen + king + sleeper sofa)	\$199.00
Residence Inn	Suite, 2 room (king + king + sleeper sofa)	\$259.00
Residence Inn	Suite, 2 room (queen/queen + king + sleeper sofa)	\$289.00

These room rates fall within the range of the 2015–2018 SEAC meetings (Nashville \$189.00, Athens \$154.00, Tulsa \$149.00, and Augusta \$154.00). We reserved 745 rooms total for four nights (Wednesday–Saturday). Room blocks were reserved based on the 2015–2018 SEAC meeting numbers (Wednesday: 195 rooms; Thursday: 225 rooms; Friday: 225 rooms; Saturday: 100 rooms).

Plans for coming year: We are currently negotiating the audio/video contract for the Durham Convention Center and will meet for the third time with the convention center's preferred A/V vendor, Scott Brown Media Group, the week after this year's SEAC meeting concludes. We hope to have a contract signed by the end of the year. In addition, we are investigating venues for a reception on Thursday night and bands to play at the dance on Friday night as well as field trip destinations. Final decisions will be made sometime in spring. Since SEAC 2020 will be held October 28–31 next year, we will also have all of the many other preparations that go along with hosting the conference (a list that is too long to detail here).

Budget requests if any: In February 2019, we paid a 25% down payment of \$8,443.75 to the Durham Convention Center. As per the payment terms of our contract with the convention center, we will have the following amounts due on the specified dates:

January 18, 2020: \$16,887.50 (50% of contract minimum)

October 19, 2020: \$8,443.75 (25% of contract minimum) + final balance as reflected on Event Invoice

Any credit card transaction of \$7,500.00 or greater will incur a 1.5% administrative fee added to our final invoice.

Concerns, recommendations, debates, etc: As we discussed at the Board meeting at SEAC 2018 in Augusta, Georgia, the cost to host SEAC 2020 in Durham will be higher than many previous conferences, more in line with SEAC 2016 in Athens, which had expenses totaling more than \$100,000.00. Athens also had a large turnout (over 980 attendees). We will need to promote SEAC 2020 starting in the new year and look for sources of donations/grants to ensure a high attendance and to offset costs associated with holding the conference in downtown Durham.

Do you want to be on the agenda for the board meeting? No.

Is there anything else you want to say to the board? We looking forward to seeing everyone in Durham for SEAC 2020.

SEAC 2021 Status Update (Emily Beahm) SEAC 2019

Name of Committee/Task Force: SEAC 2021

Current Members: Emily Beahm, Jodi Barnes, Carl Drexler, Andrew Beaupre, Elizabeth Horton (Arkansas Archeological Survey)

Persons submitting this report: Emily Beahm

Activities through the past year, since 2018 annual meeting: We have selected the Little Rock DoubleTree and Robinson Center as the conference venue for 2021. We are in the process of finalizing the contracts for the hotel and conference center. The dates will be November 10–14, 2021. The room rate will be \$149.00, with parking available for \$9.00 per day.

Plans for coming year: This coming year we will decide on the reception venue and catering, begin soliciting donations from area businesses, and decide on the Saturday field trips. We will find a band for the dance, and decide on any other special events/workshops we would like to sponsor.

Budget requests if any: We request 25% of the total conference center cost (estimate of \$2,887.50) for deposit as well as \$150.00 to open a checking account with US Bank and to buy checks.

Archives Committee Report (Pat Galloway) SEAC 2019

Name of Committee/Task Force: Archives Committee

Current Members: Pat Galloway (the Archives Committee is not listed on the SEAC website)

Person submitting this report: Pat Galloway

Activities through the past year, since 2018 annual meeting: None

Plans for coming year: According to the responding officers to Bethany Anderson's inventory taken in 2012, there are 24 officers who have not turned in the materials they had at that time (5 officers have handed in their materials). I can send out emails to the remaining officers, but it may also be important to send out the same questionnaire to officers who have served since 2012.

Budget requests if any:

Concerns, recommendations, debates, etc: We may also need to correspond with the NAA to discover what their rules are at present for the placement of digital files, and as well to develop a set of rules for SEAC officers such that they may, for example, use an email setup for all their SEAC business so that when they go out of office their materials can be sent automatically (and without cost!) to the NAA.

Do you want to be on the agenda for the board meeting? I can be there but need not talk.

Is there anything else you want to say to the board? On the basis of the list of officers on the SEAC website, I am not a voting officer or a non-voting officer, nor am I on the editorial board. This is not a complaint but an apparent fact.

Nominations Committee Report (Mark Rees) SEAC 2019

Name of Committee/Task Force: Nominations Committee

Current Members: Mark Rees, University of Louisiana at Lafayette (Chair); Amanda Regnier, Oklahoma Archeological Survey; Tad Britt, National Center for Preservation Technology and Training, National Park Service

Person submitting this report: Mark Rees

Activities through the past year, since 2018 annual meeting:

After a particularly busy prior year, the SEAC Nominations Committee was tasked with finding nominees for only one position this year – Executive Officer I. The committee received one nomination from the SEAC membership. The committee had received one self-nomination the previous year and for the two previous years had not received nominations from its members. Maureen Meyers nominated Meghan Buchanan for the position of Executive Officer I in July of 2019. The committee had not yet received any nominations, so by this time had discussed possible nominees and reached out to potential candidates. At the suggestion of the President, an effort was made to identify nominees from the CRM and government sector. In the end, the committee members identified and enlisted one nominee for Executive Officer I, bringing the slate to two. Both graciously accepted and said they are willing to serve if elected.

- Meghan Buchanan, PhD, Assistant Professor of Anthropology, Auburn University
- David Cranford, PhD, Assistant State Archaeologist, North Carolina Office of State Archaeology

The Nominations Committee chair asked both candidates to send a brief biographical election statement, with their goals for serving on the SEAC executive committee, to Secretary Chris Rodning.

The plans for the coming year are to seek nominations for a president-elect, an editor-elect, a secretary-elect, and Executive Officer II. The current Nominations Committee chair is stepping down, and is pleased to relinquish the duties of chair to Amanda Regnier. Shawn Lambert from Mississippi State has volunteered to serve on the Nominations Committee and will replace Rees. Members for the coming year will be Regnier (chair), Tad Britt, and Shawn Lambert.

Budget requests if any: n/a

Concerns, recommendations, debates, etc:

The Chair of the Nominations Committee recommends a call for nominations be made just prior to the annual meeting. A request for nominees for the various positions should then be announced during the annual business meeting, as an opportunity for greater involvement of members in the process.

Do you want to be on the agenda for the board meeting? No thanks.

Is there anything else you want to say to the board? No, thank you.

Native American Affairs Committee Report (Brad Lieb) SEAC 2019

Name of Committee/Task Force: Native American Affairs Liaison Committee (NAALC) *(Secretary's note: the SEAC Articles of Incorporation and Bylaws and the list of standing committees on the SEAC website refer to this committee as the Native American Affairs Committee, but committee members and the committee chair have referred to it for the past seven years as the Native American Affairs Liaison Committee, or NAALC.)*

Current Members: Brad Lieb (chair), Kent Reilly, Adam King, Robbie Ethridge, Brett Riggs, Thomas Foster, Chris Judge, Erin Pritchard Dunsmore, Mike Fedoroff, Taylor Hunt (MCN), Beau Carroll (EBCI)

Person submitting this report: Brad Lieb (NAALC Chair)

Activities through the past year, since 2018 annual meeting: Reviewed, approved, and/or reimbursed two Native Affairs Speakers Fund (NASF) travel grants [(1) Kevin Pierce Wright (University of Alabama) and Choctaw Nation of Oklahoma; (2) Jan Simek (University of Tennessee) and Chickasaw Nation of Oklahoma]. Added two federally recognized tribe members to NAALC [Turner Hunt (Muscogee Creek Nation of Oklahoma) and Beau Carroll (Eastern Band of Cherokee Indians)]. Solicited Native involvement in SEAC 2019 at Jackson—several Native artists (largely inspired by the 2017 SEAC in Tulsa) were the only respondents. A Chickasaw research symposium has been organized for SEAC and Kirk Perry (Chickasaw Nation) has agreed to be a Discussant. Georgia DNR and Muscogee Creek Nation (and Amanda Roberts Thompson, University of Georgia) have organized a NAGPRA-focused luncheon workshop, and NAALC has moved to support that.

Plans for coming year: Pass on NAALC chairpersonship and grow Native Affairs Speakers Fund (NASF) program in terms of budget and number of interaction events funded each year.

Budget requests if any: Increase of NASF annual budget from \$2,000.00 to \$3,000.00.

Concerns, recommendations, debates, etc: After six years of service as chair, I am attempting to pass the torch of the NAALC chair on to someone else. Mike Fedoroff is the only willing SEAC member that has been identified thus far. I know that he would do a good job, and I will continue to query the NAALC regarding this issue.

Do you want to be on the agenda for the board meeting? If such occurs in the next two weeks, I would like to announce the succession of Mike Fedoroff as the chair of NAALC, and make a continued pitch for NAALC-NASF applications (which have been slow in materializing, as is common for a new program). This would be a very brief appearance.

Is there anything else you want to say to the board? SEAC would be well-served in redoubling its efforts with regard to outreach and partnership with tribal communities.

Foxtrap Rockshelter Art

A Presentation and Consultation with the Chickasaw Nation

by

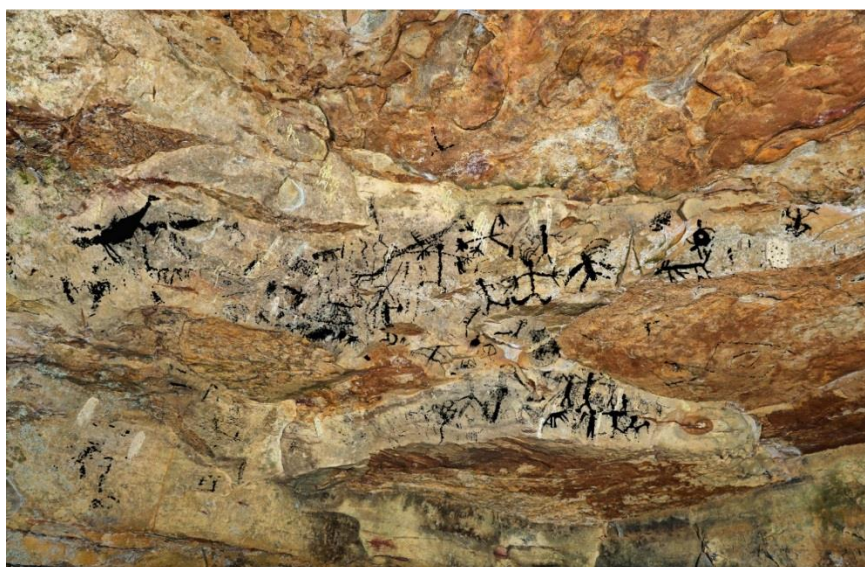
Chickasaw Nation Department of Culture and Humanities

and

Dr. Jan Simek (University of Tennessee)

SEAC Native American Speakers Fund Application

21 October 2019



2D rendering of rock art glyphs on photo-real background, Foxtrap Rockshelter

The Foxtrap Rockshelter site in Colbert County, Alabama, has recently come to our attention and been preserved by purchase for the Chickasaw Nation (CN). Foxtrap is an important pre-Contact rock art site that contains black, charcoal-based pictographs made by tribal ancestors in ancient times. It lies beneath a rocky overhang, forming a small shelter high up on the Foxtrap Creek and Spring Creek valley wall. The rock art depicts dozens of anthropomorphs, quadrupeds, birds, and transformational characters, as well as geometric and abstract symbols. The site is unique to our knowledge both within the treaty-territory homeland of the Chickasaw Nation and in western Alabama more generally. The tribe has sought to document, preserve and interpret this site with state-of-the-art technology and expertise, in order to preserve it and share it with Chickasaw citizens and others in perpetuity.

The Chickasaw Nation has partnered with Dr. Jan Simek of the University of Tennessee (UTK) and the Ancient Art Archive (AAA), the leading global initiative to document and preserve ancient rock art around the world (<https://ancientartarchive.org/>). Use of state of the art digital technology, 3D photogrammetry and mapping technology has allowed us to digitally document the pictographs in their context at Foxtrap in order to record the site and preserve its contents. Use of portable XRF technology allowed us to authenticate the art by its elemental signature. These results will also allow Chickasaw people young and old to experience this ancestral art, even if they are unable to make the trip to Alabama.

This requested funding would be used to pay travel expenses for Simek to present to and meet with Chickasaw officials and citizens regarding the 2D and 3D photographic imagery of Foxtrap at the Chickasaw Cultural Center in Sulphur, Oklahoma, and at Chickasaw headquarters in Ada, Oklahoma. The Cultural Center has an IMAX Theatre where we can view the 3D renderings and video footage of the rock shelter with Chickasaw youth, citizens, and elders. Two presentations are planned: one in Sulphur, Oklahoma, on the IMAX screen at the Chickasaw Cultural Center (this presentation will also be open to the visiting public on December 5, 2019). A second presentation will be delivered in Ada, Oklahoma, (35 minutes from Sulphur) at a location close to Chickasaw Nation headquarters. Discussions will also be held with regard to the meaning of rock art in traditional Chickasaw culture and plans for a jointly produced publication of this previously virtually unknown site.

Travel Details and Costs:

The proposed trip will extend a total of four days and three nights, Dec. 4-7, 2019.

Proposed Budget:

Air Fare: Knoxville, Tennessee to Oklahoma City, OK	\$438.00
Rental Car (\$45.00 per day for 3 days)	\$135.00
Lodging (3 nights at \$119.00 per night)	\$357.00
Per Diem (\$55.00 x 3.75 days)	\$206.00
	Total: \$1136.00

Public Outreach Grant Committee (Alice Wright) SEAC 2019

Current members: Alice Wright (chair), Carol Colannino-Meeks, Ben Steere, Sarah Miller, Theresa McReynolds Shebalin

Name of person submitting this report: Alice Wright

The SEAC Public Outreach Grant supports programs that promote public awareness of Southeastern archaeology. This past year, we received a number of exciting proposals, and I'd like to thank committee members Carol Colannino-Meeks, Ben Steere, Sarah Miller, and Theresa McReynolds Shebalin for their time and attention to the review process. Ultimately, we awarded \$2000.00 to Carolyn Dillian and Katie Clary of Coastal Carolina University for their project, "Archaeological Museum Exhibits and Accessibility for the Sensory and Visually Impaired." In collaboration with the Horry County Museum in Conway, South Carolina, Carolyn, Katie, and their students used 3D scanning and printing to produce a hands-on archaeological exhibit, complete with large-print booklets, braille captions, and audio narration. The result is accessible to people with visual and hearing disabilities, sensory and learning differences, and autism, as well as the wider public. Their project offers an exemplary template for a relatively low-cost, public-oriented project with broad reach and high impact, particularly insofar as it introduces archaeology to a historically underserved constituency. We encourage SEAC members to check out the online components of this project (links will soon be posted on the [Public Outreach Grant web page](#) and social media), and we congratulate Carol and Katie for their efforts. Finally, I (Alice Wright) would like to take this opportunity to encourage SEAC members to apply for the Public Outreach Grant for your own projects. This year's application due date is December 1, 2019; application guidelines are available on the SEAC website, and you may always contact me (Alice Wright, wrightap2@appstate.edu) with questions. We look forward to seeing your proposals!

Student Affairs Committee Report (Adam Coker) SEAC 2019

Name of Committee/Task Force: Student Affairs Committee

Current Members: Adam Coker (Chair), Elizabeth Straub (Co-Chair), Caitlyn Antoniyuk (Webmaster), Kimberly Swisher (Member-at-Large), Jennifer Green (Member-at-Large)

Person submitting this report: Adam Coker (Chair)

Activities through the past year, since 2018 annual meeting: The Student Affairs Committee (SAC) is responsible for maintaining its web presence as well as promoting student interests in Southeastern Archaeology. These interests include job postings, student opportunities, or other relevant events/news. SAC also organizes student affairs events at the annual meeting. This year this will include a panel on theory in the Southeast and the annual student reception.

Plans for coming year: For the following year, SAC will need to acquire a new co-chair and two members-at-large. In addition, SAC will continue to maintain a web presence and promote student affairs. It will also plan for the 2020 annual meeting.

Budget requests if any:

Concerns, recommendations, debates, etc:

Do you want to be on the agenda for the board meeting? No

Is there anything else you want to say to the board? No

Southeastern Archaeological Mentoring Network Report (Meghan Buchanan) SEAC 2019

Name of Committee/Task Force: Southeastern Archaeological Mentoring Network

Current Members: Meghan E. Buchanan, Sarah Baires, Elizabeth Watts Malouchos, Jennifer Green (Currently, we have approximately 70 SAMN participants.)

Person submitting this report: Meghan E. Buchanan

Activities through the past year, since 2018 annual meeting: We conducted our second round of pairing mentors and mentees. We provided participants with some mentoring resources and suggested guidelines for fostering productive mentoring relationships. SAMN now has an email account: seacsamn@gmail.com . This will centralize the emails (to and from SAMN) and associated google docs for future members of the steering committee.

Plans for the coming year: We will be hosting an event at SEAC in Jackson on Friday, November 8, 9–10AM. New co-chairs (or a chair) and additional committee members will need to be added this fall (Meghan Buchanan, Sarah Baires, and Elizabeth Watts Malouchos are cycling off). During SEAC, we will open SAMN registration for new participants and leave registration open. Additional plans for the coming year will need to be determined by the incoming committee members and by any concerns or suggestions raised by community participants.

Budget requests if any: We would like to see a continuation of the SAMN reception (coffee/tea, light snacks) at future SEACs and the addition of sticky tags for SAMN participant conference badges.

Concerns, recommendations, debates, etc: Badge tags (to sticky under our conference name tags) for SAMN committee members was brought up at last year's Executive Meeting - if tags were not made for this year, they should be included in subsequent years. Several junior faculty have requested mentorship - we would like to pair them, but the more senior participants who have signed up to be mentors are often potential tenure letter writers, so the junior faculty do not want to be paired with them at this time. Any suggestions for boosting the number of more established mentors, or suggestions for other ways to tackle this issue would be welcome.

Do you want to be on the agenda for the board meeting? YES

Student Paper Prize Coordination Committee Report (Maureen Meyers) SEAC 2019

Name of Committee/Task Force: SEAC Student Paper Prize Coordination Committee

Current Members: Maureen Meyers

Person submitting this report: Maureen Meyers

Activities through the past year, since 2018 annual meeting: After receiving last year's list of donors from Janet Levy, I contacted all the individuals, organizations and presses who donated items last year to the Student Paper Prize. In addition, I contacted all vendors signed up for this year's meeting and invited them to donate. So far, I have received books, reports, C-14 dates, and memorabilia totaling **\$5,416** in value. This includes a total of 119 books, 78 reports, 242 periodicals, 2 radiocarbon dates, a one-year subscription to QLC In Terris Registries, excavation tools (worth \$100) and a one-year membership to the North Carolina Archaeological Society. I am waiting to hear from 15 institutions and presses and about 15 vendors by October 31. Because I am also in charge of this year's book room, I will secure boxes and packing tape to facilitate boxing and shipping (if necessary) for this year's winner.

Plans for coming year: Continue this work for next year's prize.

Budget requests if any: None.

Concerns, recommendations, debates, etc: One vendor asked that we specifically refer to the prize as the "SEAC Student Paper" or "Vendor" prize, rather than the book prize, as he felt this was misleading. Also, see report on survey of book prize submitted by me and Gracie Riehm.

Do you want to be on the agenda for the board meeting? No.

(Secretary's Note: The SEAC Student Paper Competition Committee includes Gregory Wilson, Jon Marcoux, and Melissa Baltus Zych, and an announcement by them will be made at the SEAC 2019 Business Meeting about entrants, evaluations, and the second-place and first-place recipients. The SEAC President-Elect is the Student Paper Prize Coordinator, who is responsible for acquiring contributions to the prize from publishers and vendors, making those prize materials available at the annual meeting, and acknowledging those donations before the announcement of the prize recipients at the annual Business Meeting.)

Student Paper Prize Task Force Report (Maureen Meyers) SEAC 2019

Name of Committee/Task Force: Student Paper Prize Survey Task Force

Current Members: Maureen Meyers (University of Mississippi), President-Elect, and Gracie Riehm (University of North Carolina at Chapel Hill), Past Chair of Student Affairs Committee

Person submitting report: Maureen Meyers

Activities through past year:

In 2018 Ms. Riehm, Chair of the Student Committee informed the Board that some students had voiced preference for digital media. The President, Janet Levy, suggested she do a survey of student preferences and Maureen Meyers agreed to assist. The survey was created by Ms. Riehm and Dr. Meyers. It consisted of nine questions, and Ms. Riehm uploaded it into Qualtrics on the UNC server. It was open from March 2–25, 2019. It was advertised on the SEAC website and social media outlets.

Survey Results

Ninety people took the survey. Of these, 39% were students (**Q1**). Of those that were not students, there was a fairly even distribution of time since graduation, although most responses (31%) were between 10-20 years (**Q2**).

Slightly fewer than half (47%) had entered the student paper prize (**Q3**). For those that did not enter (**Q4**), reasons were primarily paper not done in time (34%) with another 18% stating the deadline was too early. About 16% said the desire to co-author papers kept them from entering, and 6% responded “too much competition.” **Q5** allowed respondents to give other reasons for not responding, and these varied (see Appendix A).

Q6 asked if respondents were more or less likely to apply if prizes were in digital format. 64% responded it would make no difference, 4% responded they would be more likely, and 32% responded they would be less likely. **Q7** asked if first place was lifetime membership, would individuals be more or less likely to apply. Over one-third responded more likely, 10% responded less likely, and 54% said about the same.

Q8 asked if other prizes would increase enthusiasm to apply. Only 18 responses were received, and of these, 1/3 stated cash for research, analysis, and dates would make them more likely to apply. Other responses with more than one respondent suggested “selection of books by winner” and “voucher for lodging at next year’s SEAC.”

Respondents could also add comments, and these are provided in Appendix A. Multiple respondents stated that a cash value for the presses would be more helpful so the winner could choose their own books. One suggested students be told in advance in order to arrange transport of books, and another suggested SEAC ship the books. Two others note that it is not fair to entrants to have to give papers Saturday after the prize is awarded Friday night.

Plans for coming year: None.

Budget Requests: None.

Concerns, Recommendations, Debates:

Based on this survey, we **do not** recommend that the prize be converted to digital resources. Rather, some changes to the way the prize is handled are suggested to the Board for consideration:

1. **Lifetime Membership:** It is recommended that the Board consider adding a Lifetime membership to the books and other items awarded to the First Place winner.
2. **Shipping:** We recommend the Board discuss SEAC covering shipping costs of the prize. We note the prize has grown in size over the last 27 years. One option is that the task could be given to the President-Elect, as part of their duties, in conjunction with the meeting organizers. It is likely that shipping could be arranged with the hotel; items could be packed and addressed Saturday morning. Another option is that winners are notified in advance and must coordinate the transport themselves.
3. **Presses:** We recommend the Board consider offering presses the option to donate books **or** a cash equivalent that would allow students to pick books. However, this puts an added financial burden on the presses to ship books they may not have brought after the conference, and in general, we are reluctant to tell presses who are donating items the type of donation they should make.
4. **Co-authorship:** Although slightly more than one-quarter stated they would prefer co-authored papers, opening the competition to co-authorship means the prize would have to somehow be split, and/or additional life memberships be offered to multiple winners. We **do not** recommend this.
5. **Presentation of Award vs. Presentation of Papers:** Some respondents commented it was not fair that the award was announced Friday night while some papers in the competition were scheduled for Saturday morning. Because awards are announced Friday night and because items need to be shipped Saturday, **we recommend** either the Board consider: **a)** including presentation as part of the award, and announcing the winner after the conference or **b)** clarifying that presentation is not part of the selection process. However, this begs the question of why students need to be present to give the paper, something that should be discussed in greater detail by the Board. Also, the SEAC webpage states that the paper given must be the same paper submitted to the committee, but if presentations are not part of the selection process, it is not clear how this is verified.

Do you want to be on the agenda for the Board Meeting: Yes.

Appendix A: SEAC Student Paper Prize Survey 2019 Responses

Number of Responses: N = 90

Q1. Are you a student?

	N	Percent
Yes	35	39%
No	54	60%
No Response	1	1%
Total	90	

Q2. If you are no longer a student, how long ago were you a student?

Years	N	Percent
1-3 years	10	18.5%
4-6 years	9	17%
7-10 years	8	15%
Over 10 years	17	31%
Over 20 years	10	18.5%
Total	54	

Q3 Have you entered the student paper prize?

	N	Percent
Yes	38	47%
No	43	53%
Total	81	

Q4. What factors kept you from entering?

Primary Reason	N	Percent
Paper not done in time	40	34%
Deadline too early	21	18%
Too much competition	8	6%
More interested in multiple authorship	19	16%

Not interested in prizes	6	5%
Other	25	21%
Total	72	

Q5. For the years you were eligible but did not apply, why?

Reason	N
Applied every year I presented a paper as a student.	1
Applied every year I was eligible.	1
Did not feel that the paper would be competitive.	1
Did not know it existed 20+ years ago.	1
Felt like it was not going to help my career. The past papers were all the same and not really original thinking.	1
Financially unable to attend conference.	1
For any given year for which you were eligible, but did not apply, what factors prevented you from applying (select all that apply)? - Other (please specify): - Text	1
I had no finished research to report on.	1
I didn't have a paper that was good enough yet (too early in my studies).	1
I don't write a paper for the conference.	1
I entered every year that I had research to present.	1
I was always told other work was higher priority at that moment.	1
Low confidence.	1
Never eligible.	1
Not a member.	1
Not active in SEAC as a student.	1
Not eligible.	1
Not ready to compete.	1
Not working in region.	1
Often on multiple-author papers.	1
Other responsibilities got in the way.	1
Perception that only Mississippian papers would win.	1

Sub-par paper.	1
Waiting for data collection to be complete.	1
Was not aware of competition.	1
Applied every year I presented a paper as a student.	1
TOTAL	26

Q6: If prizes were in digital format, would you be more or less likely to apply?

Response	N	Percent
More Likely	3	4%
Less Likely	26	32%
About the same	52	64%
Total	81	

Q7. If first prize was lifetime membership, would you be more or less likely to apply?

Response	N	Percent
More Likely	29	36%
Less Likely	8	10%
About the same	44	54%
TOTAL	81	

Q8. Is there some other prize that would increase your enthusiasm to apply?

Suggestions	N
Tenure track job or post doc	1
Cash (especially for research, books, travel, equipment analysis, C14, remote sensing	6
Free hotel room at next year's SEAC/voucher for lodging	2
Police book prize by Board	1
Be able to select books by winner	3
Tools of trade/reference collection/3D printed artifacts	1
Credit for book room	1
Free access to online journals for X amount of time	1
Multiyear conference registration voucher	1

SEAC lifetime membership	1
TOTAL	18

Q9. Other comments

As a former winner, I do still view the library I gained as hugely helpful. I also love having the art pieces, etc. that I won. I wonder if there is some sort of in between? Like each vendor chooses to donate a single item? (Some of the major presses could choose to donate a gift certificate instead so that the person could choose a book that would be useful)

I do think the addition in recent years of pottery, weavings, etc., are nice. Perhaps the SEAC organizers for the year could ship non-book items to the winner's address, and be reimbursed as part of the organizer's budget. Anecdotally, I have two friends who are former winners of the SEAC student book prize and are no longer archaeologists, who each gave me the majority of their book prizes to put in our university lab library for students, and I'm frankly looking for a place to unload the old gray literature and journals. My students don't want books. They want digital, and frankly it's what they expect, and until they get into a dissertation stage where they have to track down every last resource on a subject, they don't tend to use resources that are not available as e-books or digital journals. It's as if those resources don't exist.

I don't think there is anything wrong with the current prize. When I have overheard students say things like "I didn't apply because when I win I'll have to deal with all of the stuff" I look at it as an excuse to not compete. The prize can be shared with others if the student desires. However, I do see how it can be burdensome. If restructured, the first place winner could get a lifetime membership and each vendor puts a price limit on their table so that the winner could choose items of their interest. Then the second place could get their membership fees waived for 5 years and a credit in the book room.

I like the inclusion of things like radio carbon date vouchers, pieces of art and pottery, etc. I love seeing the table full of donated materials leading up to the business meeting. I understand that transportation can be an issue, but why not factor in a small cash prize to cover media mail shipping of anything that can't be taken directly from the conference? One of my professors was a former student paper prize winner, and seeing the shelf full of books and journals in their office was an inspiration!

I really like the idea of book money. Also, at the time I got second place, I thought that except for the prestige factor, I had the better prize. There was only one book that I really wanted that I didn't already own that year. Having a lifetime membership plus book money/credit to get paper or e-versions of books would be great. Looking back, though, high-quality gray literature may be some of the best volumes included as they are more difficult to acquire.

I think that having everyone who sets up in the SEAC book room contribute to the student prize is a good policy. It strikes me, however, that the quantity of material awarded is excessive and doesn't serve to motivate additional participation.

I think the biggest issue is the use of the prize as a repository for unwanted books and journals. Being the spouse of a recipient and fellow archaeologist, we prize our library but the amount of obscure publications included was obscene. Even if you "culled" some it would be easier to transport and just as meaningful.

I won the paper prize about 20 years ago. We were within driving distance and I had a book giveaway party when I returned—handing off books and reports to friends with closer research interests. I still use the books I won and kept all the time. Today I'm jealous that the students get cool decorative pieces like the mica hands and replica pottery! It's a great prize.

I'm glad this survey is being sent out. I do not think there is any problem with the book prize. It is a fun tradition. I do think the SEAC student paper competition should (1) offer comments on student papers and (2) let students know whether they've won or lost ahead of time. This is how SAA does it and it's a much more rewarding experience. I've been the student to find out they didn't win on Friday and have to give a losing paper Saturday morning. This was not a rewarding experience in any way. If students knew ahead of time, they could enjoy the meeting more, improve their papers with comments from judges and plan accordingly if they are fortunate enough to be a winner.

In lieu of offloading of back journals giving gift certificates for presses and journals would also be good—allows winners to purchase exactly the texts they want.

It has always surprised me that a lifetime membership is the second place prize instead of first. I would like to see that as first prize.

Motivated by the books. Don't take away the books.

Needs to have a fuller set of components to the paper. Did the student go network with people or attend a panel that is outside their area of interest. Writing a nice paper is one skill of being a good archaeologist, but there needs to be more. And having a bigger way to judge the students would help them in ways they may not understand, but later they will be thankful that these extra criteria were there

Perhaps first place papers can get a special acknowledgment (and march to the head of the review line) in Southeastern Archaeology?

Restricting the prize to single author papers is unrealistic. Shifts towards multi-author papers are now occurring in archaeology (a trend that long ago impacted many other disciplines). Limiting the papers to have a single graduate student author is unrealistic and discourages collaboration.

SEAC could consider shipping the books as part of the award.

*The lifetime membership is *almost* or maybe as good as the books. What about credit to purchase books from the major presses and from report-generating entities (e.g. state surveys)? Non-book prizes like C14 dates are also attractive but I think the books are still important. The prize is only half the reward, I submit for the prestige too!*

Though the book prize being a repository for outdated/non-useful literature is valid, a more curated book prize could be coupled with something nontangible/small/lighter.

When I submitted papers for the competition, I was always left wondering how could the winner be announced on Friday when entrants presented on Saturday. Seems that the presentation did not count as much as the rules indicated.

Why can't SEAC ship the books awarded to first place winners to avoid the problem of transport for students from distant universities?

Lifetime Achievement Award Committee Report (Charles Ewen) SEAC 2019

Name of Committee/Task Force: Lifetime Achievement Award

Current Members: Charles Ewen, Karen Y. Smith, Jane Eastman

Person submitting this report: Charles Ewen

Activities through the past year, since 2018 annual meeting: Reviewed 4 submissions for the award and put two forward. Canvassed for a new committee member and found one and secured his acceptance

Plans for coming year: Review any new submissions.

Budget requests if any: None, we do our work out of love for the organization.

Concerns, recommendations, debates, etc: There was some concern over how many awards should be given during any one year. We had settled on two (given previous precedent) but one of the nominators took exception to this. After some discussion he acquiesced but he clearly wants a formal policy in regards to how many awards might be given each year.

Do you want to be on the agenda for the board meeting? I believe the announcement of the awardees is already on the agenda

Charles Hudson Award Committee Report (Barnet Pavão-Zuckerman) SEAC 2019

Name of Committee: Charles Hudson Award (inaugural award of grant set for SEAC 2020 meeting)

Current Members: Barnet Pavão-Zuckerman (chair), Rachel Briggs, Steve Kowalewski

Proposed Rotation Schedule:

2019–2020 (through SEAC meeting)

1. Chair: Barnet Pavão-Zuckerman
2. Rachel Briggs
3. Steve Kowalewski: 2019–2020 (through SEAC meeting 2020)

2020–2021

1. Chair: Barnet Pavão-Zuckerman
2. Rachel Briggs
3. **New (or Returning) Member A**

2021–2022

1. Chair: Rachel Briggs
2. **New (or Returning) Member A**
3. **New (or Returning) Member B**

2020–On

All new (or returning) committee members serve three-year terms and rotate into Chair position in their final year of committee service.

Persons submitting this report: Rachel Briggs, Barnet Pavão-Zuckerman, Steve Kowalewski

Activities through the past year, since 2018 annual meeting: Committee was appointed in July and August of 2019. We assembled an archive of the documents and emails from the time the Hudson Award was conceived by Marvin T. Smith, Robbie Ethridge, and Steve Kowalewski, to the present. Per instructions from President Janet Levy, we have come up with procedures for the annual award (see attached).

Plans for coming year: We will work with the social media committee to announce the Hudson Award in January, judge proposals, and inform the President so the winner can be announced at the Fall 2020 SEAC meeting. We will work with the Finance committee and Treasurer regarding funds and establishing a regular flow of essential information between these committees. We will seek advice from others on the structure of the award in the future, including whether to have a separate undergraduate award. We will discuss fundraising to increase the endowment.

Budget requests: None.

Concerns, recommendations, debates, etc: None, except tasks outlined in the Plans for Coming Year section above.

Do you want to be on the agenda for the board meeting? No, our written report summarizes our work. We are available for consultation.

Is there anything else you want to say to the board? Have a good meeting.

CHARLES HUDSON AWARD: PROCEDURES

October 21, 2019

Hudson Award Committee

Barnet Pavão-Zuckerman (chair), Rachel Briggs, Steve Kowalewski

Timetable

Jan. 15: Announcement to students, via social media and SEAC newsletter

Sept. 1: Proposals due; committee chair receives proposals and forwards to committee members

Oct. 1: Deadline for committee decision on winner, SEAC President informed

Oct./Nov.: Announcement of winner(s) at the SEAC annual meeting

First Annual Charles Hudson Award, Southeastern Archaeological Conference: Announcement

The purpose of the Charles Hudson Award and its Fund is to foster and improve research on the long history of humanity in the Southeast by supporting student research projects.

The Award is intended to recognize and support students who carry out high quality research on the social history of the Southeastern United States using ethnohistory, archaeology, history, linguistics, or oral traditions. Preference is given to proposals that draw on more than one of these methods or that link the people known only through archaeology to more recent indigenous people. Quality of research in this specified area (including significance, clarity of research design, and feasibility) is the sole criterion for judging proposals.

For 2020, the expected amount of the Charles Hudson Award will be approximately \$800.00.

To be eligible for the Award, applicants must be enrolled as a student in an undergraduate or graduate degree program at the time of the Award. There is no restriction on academic discipline. The proposed research may be part of a larger project but the proposal and all its parts should be stand-alone.

The Award may be used as the scholar sees fit, i.e. research expenses, tuition, fees, materials, lab materials, travel, books, etc., but the written proposal must justify and explain how the financial support will be used to further the applicant's research. A specific accounting is not required but Award winners must submit a 500-word report to the Award committee one calendar year after the date of the Award describing their results and how the money was spent, with anticipation that this report will then be printed in the fall SEAC newsletter.

The Charles Hudson Award is given annually, provided that the yield of the endowment is sufficient. The Award Committee reserves the right not to grant an award depending on the merit of the proposals. The Award Committee may also consider multiple awards (such as separate awards for graduate and undergraduate proposals) when yield of endowment is sufficient.

Proposal Requirements

Outline for Proposal:

Part I:

- I. Problem
- II. Methods
- III. Results and Research Products
- IV. Significance
- V. Plans for dissemination
- VI. Works Cited (no more than eight essential references)

Part II:

- Schedule for research/dissemination
- Budget for funds
- Evidence of compliance with applicable regulations and permissions
- Letter of support sent to Award Committee from faculty advisor attesting to eligibility, ability to complete project in a timely manner, and if applicable, other support
- Contact information and student standing (current year of education)

Guidelines:

- Four to five standard pages total
- Times or Times New Roman 12 point
- Follow Society for American Archaeology (SAA) style guidelines
- Sections I-IV double-spaced
- All else single-spaced
- No more than two essential graphics
- C.V.
- Proposal should be a single PDF document
- Letter of support sent separately

Submission:

Proposals should be submitted/emailed by the deadline to the Hudson Award committee chair, Dr. Barnet Pavão-Zuckerman (bpavao@umd.edu)

Due date: September 1, 2020. Late or incomplete proposals will NOT be accepted.

Patty Jo Watson Award Committee Report (George Crothers) SEAC 2019

Current members: George Crothers (chair), Natalie Mueller, Casey Barrier

Name of person submitting this report: George Crothers

I would like to take a moment to reflect on the recent passing of Richard Watson, Patty Jo Watson's husband of 64 years. As many of you know, Pat Watson has not been at SEAC for several years. This is not because of a lack of interest in the conference, but rather she has been the primary caretaker for Red Watson these past years as his health declined. I know the SEAC membership joins me in sending Pat Watson and her family condolences in their loss.

The award committee evaluated 15 articles and one book chapter for this year's award. My sincere thanks to Natalie Mueller and Casey Barrier, members of the committee, for their timely, insightful reviews. This year's deliberation on the award winner was not contentious.

It is my pleasure to announce that the 2019 Patty Jo Watson Award for best article or book chapter in Southeastern archaeology published in 2018 goes to Karen Y. Smith and Keith Stephenson for their article, "The Spatial Dimension of the Woodland Period," in *Southeastern Archaeology* 37(2), <https://www.tandfonline.com/doi/abs/10.1080/0734578X.2017.1416887>.

In a sweeping use of site file data and available radiocarbon dates, Smith and Stephenson interpret spatial and temporal patterns of related Woodland archaeological components from Alabama to South Carolina capitalizing on state-wide site file data aggregated in the DINAA database, they cogently discuss the difficulties comparing disparate datasets, they refine and offer new interpretations of Woodland systematics, and they suggest areas for future research to fill gaps and improve geospatial analyses.

On behalf of the committee, congratulations to Karen and Keith for their thoughtful, data-rich article, and we acknowledge all the authors whose work we evaluated for the many fine articles, confirming our belief that research in Southeastern archaeology remains strong.

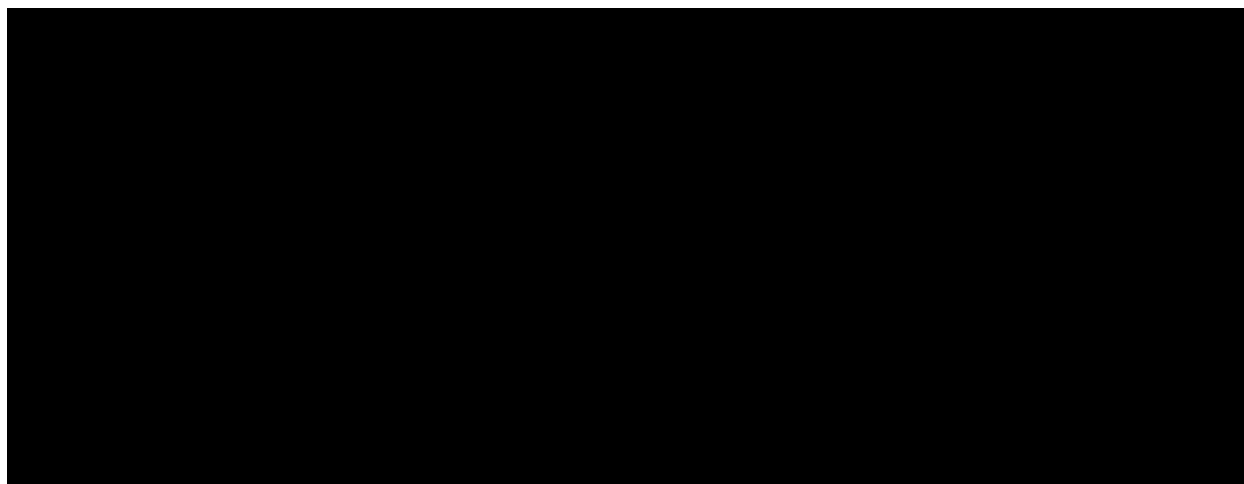
C.B. Moore Award Committee Report (Jay Johnson) SEAC 2019

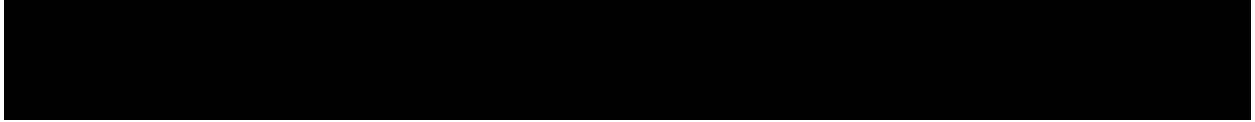
Name of person submitting this report: Jay Johnson

We began with eleven candidates. However, one candidate withdrew their nomination. Updated nomination letters and CVs were requested. All new CVs were sent to the list of eligible voters and all but one of the nominating letters were updated. Slightly more than two thirds (20 of 29) of the available past winners voted. One of the past winners recused themselves in protest over the selection process (carrying nominees forward from previous years without updating letters; letters of unequal length and detail; and nominees who have been finished for too long). They also noted that they had nominated one of the candidates. However, if that were reason for recusal, it would cut down on the number of evaluators and, perhaps, nominees. Another evaluator noted that two of their former students were nominees. I still included their ranking. This may be an issue that needs consideration, but I don't think so. In addition, the LMS representative and all but one of the eligible SEAC board members voted. Four of the voters only ranked a subset of the candidates (two, three, or five). So, rather than summing the ranks and awarding the trophy to the one with the lowest sum (the "number one" candidate was scored 1 and with the least valued candidate was scored 10), it was necessary to average the scores for each candidate. This might have been problematic if an outlier got unusually high rankings from a few voters and was not ranked by the rest but there was general agreement among the voters. As a check, the number of first place votes for each candidate were tallied. The same top three candidates resulted in both methods of ranking with a tie between the second and third ranks using averaging and a difference using summed first place votes. The top candidate [REDACTED] was "number one" using both measures. The list of candidates is presented below. [REDACTED]

C.B. Moore Award Nominees (2019)

first name	last name	PhD graduation date	nominated by
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Task Force on Sexual Harassment and Assault (Robbie Ethridge) SEAC 2019

Name of Committee/Task Force: Task Force on Sexual Harassment and Assault

Current Members: Robbie Ethridge (chair), Vanessa Hanvey, Jesse Nowak, Chris Rodning, Gayle Fritz, Jera Davis, Scot Keith, Patrick Johnson, Michael Fedoroff, Meredith D. Hardy, and Shawn Lambert

Person submitting this report: Robbie Ethridge

I. Activities through the past year, since 2018 annual meeting:

1. Continuation of the Task Force. In the 2018 Task Force Report, item II.1, we asked the Executive Committee to extend the Task Force until November 2019. At the 2018 Board meeting, President Janet Levy suggested instead that the Task Force serve at the pleasure of the president rather than seeking annual renewals. The Executive Committee agreed to this. The Task Force now serves at the pleasure of the SEAC president.

2. Task Force members. We replaced our two student representatives (Mary Scales stepped down and Patrick Johnson graduated). We now have two other student representatives—Vanessa Hanvey and Jesse Nowak. Patrick Johnson agreed to continue on the Task Force. In response to feedback from the Plenary Session at the Augusta 2018 meetings, we also enlisted members of the LGBTQ community. Shawn Lambert and Dawn Rutecki joined the team. Dawn later resigned for personal reasons, but we have a good representation of the LGBTQ community with the current membership.

3. Proposed Grievance Procedure. In the 2018 Task Force report, item I.7.d, the Task Force reported on the status of the proposed SEAC grievance procedure. In the 2017 Task Force report, recommendation No. 6, we recommended that the Board allow the Task Force to draft a proposal for a SEAC grievance procedure on sexual harassment and assault. The Board granted the permission with the understanding that the resultant document would only be a draft for consideration. In October 2018, the Task Force submitted to the Executive Committee for comment the proposal, “SEAC Process for Reporting, Investigating, and Adjudicating Sexual Harassment and Assault Complaints.” On November 7, 2018, the Task Force then posted a slightly revised proposal on-line and sent an email to the membership asking members to review the proposal and to offer comments by contacting members of the Task Force or Executive Board. The proposal stayed on-line for public comment until March 2019. In the six-month comment period, we received only twenty comments from the membership. At the 2019 SAA meetings in Albuquerque, members of the Task Force (Robbie Ethridge, Chris Rodning, Patrick Johnson) met informally with members of the Executive Board (Janet Levy, Maureen Meyers, Liz Horton, Patrick Livingood) to discuss the proposed grievance procedure. The Board members present raised several issues, with two primary ones being the question of liability, the ability of a SEAC committee to properly investigate and adjudicate such cases, and maintaining anonymity and objectivity given that SEAC is such a close-knit organization. In early May 2019, the Board discussed and voted via email on the grievance procedure. The Board unanimously (with one abstain) agreed to NOT pursue a grievance procedure. The Board’s concerns were liability, the investigative procedure, anonymity and confidentiality, and volunteer workload.

4. Notice in Newsletter. On July 31, 2019, Robbie Ethridge wrote a brief summary on the outcome of the grievance procedure vote and an update on Task Force activities for the fall SEAC Newsletter.

5. Revise SEAC Policy Statement to include scientific misconduct. In the 2018 Task Force report, item II.2, we recommended to the Board that the SEAC Policy Statement on Sexual Harassment and Assault be revised to classify sexual harassment and sexual assault as scientific misconduct. The Board agreed to this revision and the Task Force posted the revised policy on-line in June 2019.

6. Meetings Code of Conduct. In the 2018 Task Force report, item II.3, we recommended that SEAC develop a code of conduct for the annual meetings which would be posted on-line and printed in each conference program. A Task Force sub-committee composed of Chris Rodning, Patrick Johnson, and Jera Davis drafted a proposed Meetings Code of Conduct to pilot at the 2019 meetings (Appendix A). In September 2019, the Board approved this draft for inclusion in the 2019 conference program. We also will post it online. We understand this to be a proposed meetings code of conduct that will be subject to revisions after we get feedback from the 2019 pilot.

7. Sponsor a "Me Too" town hall. In the 2018 Task Force report, item II.4, we recommended that SEAC sponsor a "Me Too" town hall at the 2019 annual meeting. At the 2018 Board meeting, the Board expressed concern about liabilities. A few months later Ethridge and Davis sought legal counsel, who advised against it. Therefore, the Task Force did not pursue this recommendation.

8. SEAC Safe Officer Program. In the 2018 Task Force report, item II.5, we recommended that SEAC begin a "SEAC Safe Officer" program wherein designated and trained SEAC members will be available at future SEAC conferences and all related events to take in reports of sexual harassment and assault and to act as advocates for complainants. A Task Force sub-committee composed of Jesse Nowak, Shawn Lambert, Patrick Johnson, and Jera Davis organized a pilot program for the 2019 meetings. They drew six volunteers from the Task Force for the pilot and submitted information about the program along with the names and contact information of the SEAC Safe Officers for inclusion in the 2019 conference program and to post on the SEAC website (Appendix B). Robbie Ethridge, one of the Safe Officers, will undergo advocacy training and then train the remaining officers at the conference on Wednesday afternoon.

9. Workshops. In the 2018 Task Force report, item II.5, we recommended that SEAC have one or more workshops about the prevention and mitigation of sexual harassment and assault at the 2019 meetings. The Board approved this initiative, and a Task Force sub-committee composed of Shawn Lambert, Vanessa Hanvey, Jesse Nowak, and Carol Colaninno-Meeks (see II.13 below on Colaninno-Meeks) organized two sessions for the 2019 meetings. In addition, Mississippi State University, at the request of Shawn Lambert, is paying the travel costs for their Title IX officer to attend the workshops. The Task Force will provide light refreshment for attendees at SEAC expense, and we thank SEAC for these funds. The workshops are: Friday, 10 am – 12 pm, What Can I Do to Prevent Sexual Harassment and Assault from Occurring at My Field School? A Workshop for Field School Directors and Graduate Assistants, and Friday, 1 pm – 2 pm, Student Workshop: What to Know about Sexual Harassment and Assault as I Prepare for Field School?

10. Revise Suggested Outline for a Fieldwork Code of Conduct. In the 2018 Task Force report, item II.6, we recommended that the 2018 Suggested Outline for a Fieldwork Code of Conduct that was on the Task Force webpage be revised. The Board approved the move, and a Task Force subcommittee composed of Gayle Fritz and Meredith Hardy revised the 2018 suggested code. In addition, the sub-committee submitted a suggested template for use as an "Archaeological Field School Agreement" that students and staff would sign agreeing to abide by certain codes of behavior and comportment while in field school. These will both be posted on the Task Force webpage, supplanting the 2018 suggested

fieldwork code. Please note that both of these documents are a *suggested* code and agreement form for any field director to modify as they see fit. Neither is binding to SEAC.

11. On-line training module. In the 2018 Task Force report, item II.8, we recommended The Task Force that the on-line training module developed by the Task Force be required when registering for the annual meeting or when beginning or renewing their membership to SEAC. The training module is currently available on the SEAC website under the "Sexual Harassment" menu. The Board did not think making this training a requirement was necessary and the Task Force did not pursue this recommendation, and the module remains on-line for interested people.

12. Other Recommendations put forward in 2018. In the 2018 Task Force report, we put forth additional recommendations that were linked to the proposed grievance procedure (see the 2018 Task Force report, item II, nos. 7, 9, 10, 11, 12, 13). All of these were dropped when the Board voted against proceeding with a grievance procedure.

13. Collaborate on NSF proposed project. In May of 2019, Carol Colaninno-Meeks, from Southern Illinois University in Edwardsville, asked the Task Force to collaborate with her team on a proposed NSF project, "Evidence-based Transformation of Undergraduate Field Schools to Promote Safety and Inclusivity among Southeastern Archaeology." The Task Force, after reviewing the proposal and conferring with the president and president-elect (Maureen Meyers), agreed to do so and wrote a letter for inclusion in the proposal packet in June 2019 to that effect. The role of the Task Force as stipulated in the proposal (p. 12) is to work with their team to disseminate their findings and "to work with the archaeological community through webinars, SEAC conference workshops, and other innovative means to successfully generate a transformation in the ways in which field directors structure their field schools." Ethridge informed Colaninno-Meeks that the duration of the Task Force was not set, but that we would be happy to work with her for however long we can. In consequence, the Task Force subcommittee organizing the workshops began working with Colaninno-Meeks on the 2019 workshops (see item II.9 above). This has been a very fruitful collaboration, and we believe that it will continue to be so.

14. Revise and print more brochures. Robbie Ethridge asked Janet Levy if the Task Force could get funds from SEAC to slightly revise and print more of the brochures we had at the 2018 meetings (see Appendix C: Task Force Budget). Levy agreed and Ethridge and Scot Keith are currently in the process of readying the new brochures. New South Associates, with whom Keith works, has graciously donated the time of their graphic artist to make these revisions. We will have these printed and ready for inclusion in the welcome packets for the 2019 meetings.

15. Posters. Robbie Ethridge asked Janet Levy if the Task Force could get funds for printing over-size posters with information about the SEAC Safe Officers to place around the hotel at the 2019 meetings. Levy agreed, and Ethridge is in the process of getting these made. See Appendix C: Task Force Budget for an account of the 2019 Task Force costs.

II. Plans for coming year

1. Appoint a Sexual Harassment and Assault Response Committee. We recommend that SEAC institutionalize efforts to prevent and mitigate sexual harassment and assault. To this end, we recommend that the SEAC president appoint a standing committee, suggested title of "Sexual Harassment and Assault Response Committee" (acronym of SHARC), and that the chair of this committee hold a voting, executive position on the Board. In this capacity, the chair would serve as the

standing proponent of the SHARC and would be duty bound to cast votes on their behalf. The duties of the SHARC would need to be determined in full, but they might include such things as overseeing and coordinating workshops at the yearly meetings, coordinating the SEAC Safe Officer program, coordinating any future surveys to assess the effectiveness of these efforts, putting forward any changes in policy and procedure, keeping the Task Force webpage up to date, and generally recommending and overseeing any future steps by SEAC to mitigate and prevent sexual harassment and assault. If the Board agrees to this recommendation, the Task Force could draft a mission statement for the SHARC and outline its duties, subject to approval by the Board. Once the committee is in place, the SEAC president could dissolve the Task Force.

2. Adopt a Meetings Code of Conduct. We recommend that SEAC adopt a Meetings Code of Conduct. As noted in Section I.6, we are piloting a Meetings Code of Conduct for 2019, and we may want to refine this for the adopted code according to what we learn in the pilot. This would include things like have a meetings registration "check box" acknowledging the code of conduct and that one is not nor has been convicted of Title IX violations, etc.

3. Institute the SEAC Safe Officer program. We recommend that SEAC institutionalize the SEAC Safe Officer program. As noted in Section I.8, we are piloting a SEAC Safe Officer program for the 2019 meetings, and an institutionalized program could be modeled on what we do this year and refined according to what we learn in the pilot. And again, the SHARC could coordinate this program.

4. Institute workshops. We recommend that SEAC institutionalize workshops on preventing and mitigating sexual harassment and assault. As noted in Section I.9, we are piloting two workshops at the 2019 meetings. These workshops could provide a model for the future workshops, which may be refined according to what we learn in the pilot. Institutionalized, these workshops could be a continuous feature of the SEAC meetings. If the Board agrees to item II.1 above, the SHARC could be responsible for coordinating these workshops.

5. Inter-Societies Summit response. We recommend that SEAC respond to any recommendations that may come from the recent Inter-Societies Summit in Washington, D.C., which President-Elect Maureen Meyers attended as a representative of SEAC.

III. Budget Requests

If the recommendations above are accepted by the Executive Board, the Task Force requests funds in the following year for T-shirts for the SEAC Safe Officer program for 2020 (approximately \$200.00), and for posters for the 2020 meetings (approximately \$150.00).

IV. Concerns, recommendations, debates, etc.

Robbie Ethridge, chair of the Task Force, as well as most members of the Task Force were quite disappointed to learn of the unanimous vote to not proceed with a grievance procedure. We would like to hear from the Board exactly why they voted against the procedure.

V. Do you want to be on the agenda for the board meeting?

Janet Levy has asked Robbie Ethridge to attend the Board meeting, which she will do.

VI. Is there anything else you want to say to the board?

No.

Report on Inter-Societies Summit on Sexual Harassment (Maureen Meyers) SEAC 2019

Name of Committee/Task Force: Report on Inter-Societies Summit on Sexual Harassment

Current Members: Maureen Meyers, President-Elect, SEAC representative at the summit

Person submitting this report: Maureen Meyers

Activities through the past year, since 2018 annual meeting:

In Spring 2019, President-Elect Meyers was contacted by Society for Historic Archaeology President-Elect Barbara Heath about organizing the Inter Societies Summit on Sexual Harassment. After discussion with President Janet Levy and the SEAC Board, it was decided that Meyers would represent SEAC at the meeting.

On September 19, 2019, President-Elect Meyers traveled to Washington, D.C. as a representative of SEAC at the Inter Societies Summit on Sexual Harassment. Fourteen organizations were represented. The all-day meeting included a presentation by Terrence F. Ona, Attorney at Law who is retained by professional societies (including SAA and AAA) in matters regarding sexual harassment. Multiple topics were discussed (see attached notes). The afternoon was focused on creating policies and discussing next steps.

Next steps included the creation of a statement which all societies released on Monday, September 21. This was presented to the SEAC Board and approved by the Board and posted on that day via the website and social media. In addition, each representative agreed to return to their respective boards and discuss the meeting, and consider reconvening again in January. At that time, subcommittees would be created to identify and create policies that could be used by all organizations, ideally in time for the SAA meeting in April.

Plans for coming year:

Work with the Board and the SEAC Task Force to create a grievance procedure.
 Assist the Board in identifying and retaining an attorney if approved by the Board.
 Assist the Social Media Editor in creating a social media policy.
 Meet in January at the next Summit, and meet also in April at the SAA meeting.

Budget requests if any:

Request to fund travel to/from next summit meeting in January (estimated: \$300.00).

Concerns, recommendations, debates, etc:

1. **SEAC needs to have a grievance procedure if they have a code of ethics and/or a policy on sexual harassment to protect the organization from lawsuits (from both victims and accused).** The grievance process and associated sanctions should be done by a jury of peers, and this is respected in a court of law and is standard operating procedure for organizations like ours.
2. **I recommend the Board retain an attorney for incidents that may occur, and to vet our procedure.** The attorney who presented the information at the conference is retained by both AAA and SAA (hired by SAA after the April incidents). His firm's clients are small professional organizations like ours. He noted that education is a part of keeping the conversation and policies viable but a grievance procedure is necessary.

3. **We need to have a social media policy that explicitly states what we will do in a crisis situation such as occurred at SAA.** Both SAA and AAA now have social media policies that we can borrow. These state who responds via social media during a crisis, the process of communication, how to not escalate situations, and how to monitor crises as they unfold.

Do you want to be on the agenda for the board meeting?

Yes.

**FYI: Non-committee report from Kentucky Archaeological Survey
Remarks to Share with the Membership at the 2019 SEAC Annual Meeting**

In the words of Charles Dickens, this spring for the Kentucky Archaeological Survey “was the best of times, and it was the worst of times.”

It was the worst of times because, in late February, the two organizations that had jointly administered the Survey for over two decades - the University of Kentucky’s Department of Anthropology and the Kentucky Heritage Council (the State Historic Preservation Office) - declined to continue to support our mission of public education, service, and Kentucky archaeological research. The UK Dean of Arts and Sciences terminated everyone’s position. He gave the 12 staff members - many of whom had worked for more than 20 years for the University - 90 days to finish projects, clear out offices, and leave.

It’s difficult to put into words what that felt like. Over the course of the next three months, we struggled to get projects completed, organize decades of materials and files, and say our goodbyes to each other.

The day after our termination was announced, we attended and presented papers at Kentucky’s statewide Archaeological Conference. There we received enormous support from our colleagues. Because of that response, we thought that perhaps a letter-writing campaign from the general public, former and current students, and concerned colleagues would convince the Dean to change his mind.

So, we initiated that letter-writing campaign. Never in our wildest dreams did we expect to hear from so many people: friends, former students and staff, civic groups and local government officials with whom we had worked over the years, and colleagues and archaeological organizations. Through Facebook, through email, in letters to the local newspaper editor and in op-Ed pieces, the outpouring of love and affection and support made those months ***the best of times***.

This response gave us hope. It made us realize that our careers and our organization’s value could not be defined by this man or those administrative entities.

Letters like the one sent by the Southeastern Archaeological Conference and by Southeastern archaeologists convinced us to search for a new home so that we could continue our mission.

Your belief in us renewed our spirits. And we thank you.

We found a new home as a program of the Department of Folk Studies and Anthropology at Western Kentucky University in Bowling Green, Kentucky. This is due in large part to the hard work and support of Darlene Applegate. We are still in the process of learning a new institution, but we have been welcomed with open arms.

We cannot thank SEAC and its membership enough for supporting the Survey during this challenging period.

Come visit us! The next time you’re traveling to/through Kentucky, hop off Interstate 65 and drive on over.

We are located on the bottom floor of one wing of Cherry Hall - at the very top of Western Kentucky University's hilltop. We will show you our lab and classroom and Western's curation area and our offices.

And then, we will walk the few short steps to the Topper Grill and Pub and share a beer from the White Squirrel - Bowling Green's local brewery named for the white squirrels that scamper across our new campus home.