

**ICPSR Council Meeting
Telephone Conference
December 18, 2009**

Council members present:

Michael Haines, Aletha Huston (Chair), Jeffrey Moon, Kathleen Mullan-Harris, Lori Weber, Ann Wolpert, and Christopher Zorn

ICPSR staff present: JD Alford, George Alter, Rita Bantom, Dieter Burrell, Linda Detterman, John Garcia, Peter Granda, Lynette Hoelter, William Jacoby, Nancy McGovern, Michelle Overholser, and Mary Vardigan

Summer Program Review

This special telephone conference was held to discuss the Summer Program's financial situation and to reach decisions for tuition pricing for the coming year. Michael Haines reviewed his report on the December 8, 2009 meeting of the Training and Instruction Committee. Jacoby and Burrell also provided detailed documentation.

Tuition

The recommendation from the Training and Instruction Committee was to lower the tuition for the short courses from \$1800 to \$1500 with the goal of stimulating demand, but to keep the tuition for the four-week courses the same -- \$2300 for members and \$4500 for nonmembers. There are also additional discounts to members that will remain. It was noted that the Summer Program has hired a financial staff member.

Member fees	Nonmember fees
\$1500 5-day course	\$3000 5-day course
\$1400 4-day course	\$2800 4-day course
\$1300 3-day course	\$2600 3-day course

A motion was made to adopt the proposed fee structure for short courses.

There will be no early registration discounts.

VOTE: The motion passed unanimously.

A second motion was made to maintain the current fee structure for 4-week courses at the 2009 level with an early paid registration discount.

VOTE: The motion passed unanimously.

Summer Program Finances

Michael Haines continued with his report to Council. Alter indicated that ICPSR needs to start thinking about the Summer Program in a somewhat different way. When the Program had a substantial subsidy from the University of Michigan, it was generous to other parts of ICPSR. For example, the workshops offered by the topical archives really did not pay their way in terms of what it cost to put them on. They were in effect subsidized by the Summer Program and the Program cannot provide those subsidies anymore.

Alter also proposed that the organization be much more aggressive in marketing the Summer Program. He feels very strongly that the Program is an excellent product and that we can be successful in attracting students from new audiences. The best solution is to raise the revenues by bringing in more participants and that is actually built into the preliminary budget. If enrollment can go back to the paid enrollments of 2008, the Program will be on its way to being financially healthy again.

The Summer Program has come up with a quite reasonable budget plan for next summer and recommends that the Council endorse this budget plan including all items Haines listed in his report, such as more advertising and fundraising.

Jacoby indicated that it would be difficult to plan for the future without knowing what kinds of funds will be available to support the Summer Program. He fears if we proceed under the system we are using now, we would go through exactly the same exercise next year, the following year, and on. Jacoby agrees that we should do everything that we can to increase revenues, increase enrollment, and recover costs. There was disagreement about tying the Summer Program allocation from the membership dues revenue to some sort of fixed percentage.

It was mentioned that the Council voted some years ago to have the organization pay for certain costs (it is unclear whether this was from the membership budget), mainly some percentage of the director's salary and the MIPs. A discussion of treating membership funded activities as a "project" is planned for the March Council meeting, which might be a good way to think about this issue.

Situational Review Committee

The participating council members held an executive session to review the report from the Situational Review Committee. They voted unanimously to endorse the recommendations in the report and recommend to the ISR Director that he accept those recommendations.

Action items for the March Council Meeting

1. Council requests a progress report on the items in Michael Haines's report to the Council from the Director of the Summer Program.
2. Council requests a presentation on the rationale for the allocation of membership dues revenue.