OB Division 2017 Midyear Meeting
December 8-10, 2017
Erskine-Kirkman Minutes

1. **Welcome and introductions**

2. **Goals for our meeting**

    a. **The annual meeting consisted primarily of status reports and specific action items.**

    b. **For the midyear meeting, we can take stock of how well we are performing and functioning as a Division, what we can and should improve, and how we can move forward in ways that support our mission and strategy and best serve the members of the division.**

Group discussion about onboarding … needs to be much better and more formalized. Perhaps add breakouts – program team, second year reps to choose third year strategic initiatives.

3. **Approval of minutes from annual meeting**

Discussion: there should be a process for ensuring that to-do items are completed and this should be the responsibility of the Division Chair and added to the master calendar maintained by Brad

TO DO: BRAD – add quarterly reminders to the master calendar to remind the Division Chair to follow up on to do items from meetings and conference calls; Brad uses the calendar to PUSH information out to relevant parties

TO DO: LAURA – send catering/event planning dates to Brad to add to the master calendar

4. **Mission**

    a. **The Organizational Behavior Division of the Academy of Management exists to advance the development of scholars and scholarship within the content domain of organizational behavior. Scholarship occurs in the practice of both research and teaching. Through scholarship, we strive to positively influence management thought and practice.**

5. **Strategy:**

    a. **Professionals: How do we advance the development of our members? How do we prepare our members for the present and future?**

    b. **Profession: How do we lead, shape and advocate for our profession? How do we prepare our profession/division for the present and future?**

    c. **Comparisons and integration with AOM strategy.**

BOG-DIG meeting presented the strategy document from AOM … sounds very much like the OB strategy

Jeff – AOM wants to know what they can do to help and they were excited by last year's spotlight session.

Group Discussion around who is "they" and whether AOM is helpful or adversarial. BOG sets the strategy but there is often a disconnect between BOG and AOM staff and it has been up to the divisions to make things happen. Should OB bypass AOM staff and talk directly to BOG about what we need to implement our strategy?

6. **Briefing on key points from membership survey**

    a. **What drives the satisfaction of our members? What are their priorities?**

    b. **What do we currently do to fulfill the needs of our division members? What are the areas and opportunities for improvement?**

    c. **Keep these issues in focus as we discuss initiatives and operations.**

Jeff showed data previously shared at the 2015 mid-year meeting. Factor analysis shows four factors: Connection, Communication, Involvement, Program. The entire report is on OB Web.

MANDY – our membership is so large and diverse … so central to everything we do … we need to know them better … deep dive to find out who's needs are/aren't being met … need to go beyond data scraping … harvest observations from Making Connections Committee, from Micro-communities Networking sessions, and from reps who develop OBDC and JFW

TO DO: MANDY/JESSICA/ALEX/JEFF – maybe take this on as a special project?

TO DO: JEFF/SIGAL – there is a good chance that AOM might take this over to compare across divisions; we should get ahead of this, let's tackle that; suggests that Jeff change the anchors and get rid of the double-barreled questions; we need to do this this year to make sure in two years we get the right survey questions on there

7. **Initiatives:**

    a. **Communication**

TO DO: DIEDRE/STEVE/TODD – what is the data on open rates, clicking on links, newsletter opens, website visits? Can we add a thermometer with reviewer signups?

TO DO: SIGAL to follow up with Deirdre – What is our communication strategy? What do we send out when?

TO DO: NEED A PERSON – Get volunteers for Deirdre

    b. **Making connections**

Connection is most highly correlated with overall satisfaction. Important connection items are:

- Sense of community within the division

- Encouragement from division leaders to form network communities for members like me

- Efforts to foster good relations and work collaboratively with other divisions/interest groups

- Opportunities outside of the annual meeting to network/collaborate with peers

- Welcoming of members from various demographic groups

Group discussion of ways to promote engagement outside of the annual meeting. Several options: connect authors who are presenting on the same topic, continuous stuff about spotlight topic; virtual mentoring; presence of OB at the regional meetings such as SMA. SMA is a big one and funded by JOM and they would probably be open to collaboration. RM is already co-sponsoring stuff at SMA. Might there be volunteers who might lead/participate in webinars on spotlight (or other) topic.

Group discussion of Microcommunity Networking Session. We could use it as a vehicle for starting mentoring relationships by having signup sheets at the table. Listservs are easy to create and they are easy to set up through most universities. If AOM-housed then maybe we can use the listserv for target marketing.

TO DO: SIGAL – delegate to volunteer/student: send an email to all authors (of papers and symposia) with the same keywords … you guys are all presenting on the same topic and maybe you want to know about each other's sessions … offer to create a listserv

TO DO: ALL PAST PROGRAM CHAIRS – share list of "big" themes with the group

c. Volunteers

Not clear what this role does? Should this always be a strategic initiative? All volunteers are not created equal. How can we better vet volunteers for important roles (like JFW)? There needs to be some kind of matching process for certain roles. Need a "knowledge base" of volunteers with comments/scores/information based on past efforts to track performance. Use OB Ambassadors as a pool for other volunteer opportunities. Exec Committee members should be able to choose the volunteers that they need rather than just have volunteers assigned to them. Brad is the keeper of the master volunteer list but Jennifer is in charge of assigning members.

Possible strategic initiatives: training/mentoring, spotlight, member exploration, webinar/virtual programming,

d. Global

Group discussion about global – it might be a good idea to formally appoint someone to be an official liaison for global (formerly known as "international"); global feels pretty ambiguous, are we sure about what "global" is?; we need a champion to state clearly that global is important, maybe it should be the chair (or past chair, but would that symbolize less importance?); what have we done in the Division in terms of racial diversity? It's a question worth raising; probably should leave global alone for now; can we expand the Making Connections effort to be more intentionally inclusive?; we need to be aware of the GDO Division, make sure there is no "toe-stepping"

DAAN – should we redefine "global" as "diversity" such that we don't have multiple categories of diversity initiatives?

KIM – put the 3rd year Rep-at-Large in charge of this and get them on the AOM agenda

SIGAL – should we create sub-initiative along side global called something like "diversity and inclusion"?

JEFF – we already have a process rather than having a single person shepherd it; diversity and global are about making connections; ==we have a spotlight, diversity, and global Rep-at-Large==

e. Spotlight

KIM – AMJ special topics call "new ways of seeing" that includes inequity. We should publicize the call on our website. Annals just accepted a paper on institutional mechanisms that increase inequality. Will Wharton interview him for their XM station? UC Davis has a conference on pay inequity in April. CA Commission on Status for Women and Girls – two laws in CA but people don't know how to be compliant. Perhaps participants can be in webinar either before or after conference to share with members. Can we do it on Equal Pay Day?

Other ideas without follow-up. Adam Cobb was going to collect teaching materials. Tom & Joel were going to collect op-eds. Laura to follow-up on special teaching issue of MTR. Janaki Gooty – other thing.

SIGAL – what about practitioner outreach? What things can we do press releases about?

STEVE – AOM is in the process of putting together a centralized web community that they will run and monitor; it got postponed until Spring 2018, but hopefully will be up and running and able to use to promote Spotlight topics then

KIM – should we restrict Spotlight to a single year; it seems like we just get started and then the year is over?; at the very least, we could ask if there are volunteers to form a micro-community to push the topic forward, then we could use the AOM centralized web community

Group discussion: probably should have a single topic per year, but really get started earlier and build activities around it; perhaps a spotlight ambassador as a role to extend the community; any special issue of a journal should recognize the plenary session; we can do updates through our newsletter to discuss what's happened in the years after the original session

==TO DO: DIERDRE== – re: communicate call to members. Deadline is 12/31.

==TO DO: KIM== – OB twitter/Facebook/LinkedIn

==TO DO: STEVE== – will follow up with AOM about running a webinar in April around equity topic

8. Operations:
a. Program

==TO DO: SIGAL/DAAN== – talk to AOM about reserving rooms for the whole day so one theme-one room-all day

Program Developer – 3 year track; ultimately there will be three people in the track; 3rd year person has final responsibility and mentors next two; 2nd year person works with program chair; 1st year person works with program-chair elect … after 3 years there may be other projects

==TO DO: JESSICA/ALEX== – talk about the nature of the role, workload change, length of term, what a renewal would look like, should it be a 3-year role or an unlimited role?

Group discussion about reviewers. Annual struggle to find reviewers and have people submit good reviews. However, what is the goal? Do we have to have three reviews? How important is the qualitative feedback? Do we believe that we are accepting the wrong papers? Some ideas:

- anyone who submits to OB will be automatically entered into the reviewer system

- add a pop-up asking people to review so people will actually see it

- ask the division their opinion about getting rid of qualitative reviews

- search the data we have to find out information about the quality of reviews, the number of reviewers, and demographic data about the reviewers

- replace qualitative/developmental feedback with a justification of why recommendation is to accept or reject

- prepare materials to help people do quality reviews (some material exists on the AOM website but some is out of date; other materials may have been created by journals/journal editors)

- send an email to people who have submitted a paper in the last three years but haven't volunteered to review guilting them into signing up to be a reviewer

==TO DO: NEED A PERSON== – collate reviewer resources

==TO DO: SIGAL== – add language to the email that assigns reviewers to papers with guidance on how to review

==TO DO: SIGAL== – add links to reviewer resources to call for reviewers

==TO DO: SIGAL== – add obligation language to confirmation email

==MANDY== – REPORT OUT OF JUNIOR FACULTY CONSORTIUM CHANGES

-made some key changes to try to make the junior faculty more unique and higher added value; kept to half-day on Saturday (people would trickle out in the past in the afternoon); Friday night dinner seemed popular; feedback was really positive; the qualitative feedback indicated that developmental time with senior fellows was the best thing; Laura and Mandy will do the same format this year, then we'll have two years of data (hopefully people bragged about it to their colleagues and more interest this year); people did complain about the muffins being eaten too fast (Andrew agreed to be the muffin man for next year!)

b. Awards

PAUL – UPDATE ON AWARDS – for best paper award in OB, should we change our call for nominations to widen the list of journals considered, which right now is 10 (like including *Science*, for example); we have a finite list, but can we let an author self-identify journals and let the committee consider it?

Group discussion – yes we can leave the call "as is" and let self-nominations from outside the 10 be considered by the committee

PAUL – Should there be a "best practice" for who serves on committees? Two years on a committee? Chair someone who has served two years?

<mark>TO DO</mark>: For the journals list, drop JVB and add AMA and AMD; we do not need formalize, but two years on the committee and chair selection sound good; make sure committees are very diverse to reflect diversity of thought; we assign one person to the committee per journal, so we now need 12 people (11 members + 1 chair)

c. Technology

STEVE – UPDATE ON TECHNOLOGY – shows the new AOM community website rollout page; each micro site will have (a) discussion area (replaces listserv – point is to try to get people off email; listserv gets moved here for searchability; might need to add more administrators, 3-4, maybe); (b) library (unlimited storage where people in the community can upload and download files); and (c) events calendar (crowdsourced)

OB exec team will also have its own site similar to the above, but only for members

There is a social media overlay on top where you can create profile page and connect with other members

We will move on from Google Drive to have shared folders on this site when it's live and ready to go

d. Budget

JEFF – shows the updated budget

We are currently spending more than we take in; situation is not dire (the last two years were much more expensive than previous), but also not sustainable long term

We can find ways to cut costs for the mid-year meeting; part of it might be staying away from hotels that charge so much for food and space

Laura needs direction on funding for AOM 2018

e. Information (new item – this refers to how we develop, update, and share information, much of which is now housed on our Google drive)

-See technology notes above

9. **Elections:**

    a. **Gather nominations**

-We need to archive who has run for all elections and who has won; this will help with our gathering of our nominations

-Need to build the database of nominees BEFORE the meeting so that the voting process will move faster (might also want to build the survey on-line as well)

-People should do pre-work and get to know all candidates

-People could vote sometime late Day 1 or Day of the meeting and the results can be shared and discussed

    b. **Rate nominees**

-Exec committee rated each candidate for Track Chair and Rep-at-Large

    c. **Discuss how to contact nominees and build the ballot**

-we decided to put six on the ballot for the Rep-at-Large; keep two for Track Chair

10. **Next steps:**

    a. **Terese Loncar would like to schedule a conference call with us**

TO DO: JEFF/KIM – items to bring up during the conference call

1. Who has decision authority (AOM staff or BOG)?

2. Can AOM create press releases around the OB spotlight topic? Can all the spotlight topic stuff be in the same room?

3. Reviewing – Does AOM have the capacity to put resources towards encouraging people to review? Targeted emails, animations re: reviewing, fix the problem that people aren't rating their reviewers

4. Importance of keeping room assignments that program chair designs and spotlight is with all other OB sessions – location is more important than room set-up

5. How can AOM enforce the ethics rules around checking all submissions to see if they were previously accepted/published? SafeAssign and TurnItIn are existing tools used for student work but these don't "see" previous AOM submissions

6. Discuss listserv options. The OB listserv is popular with members. Can AOM "host" microcommunity listserves?

7. Can AOM automate a process to email all authors who checked the same keyword a list of all of the other sessions with that same keyword?

8. There is a good chance that AOM might take this over to compare across divisions; we should get ahead of this, let's tackle that; suggests that Jeff change the anchors and get rid of the double-barreled questions; we need to do this this year to make sure in two years we get the right survey questions on there

9. Need to discuss responsiveness to emails sent from OB Division team to Kerry Ignatz

10. Can we use a similar process that we use for scheduling the PDWs into rooms and time blocks that we use for the regular program; this is to avoid double booking of similar topics at the same time and room

    b. Discuss the number and timing of conference calls between now and August