

SOCIETY OF AFRICANIST ARCHAEOLOGISTS (SAFA)

BUSINESS MEETING – 1 JULY 2016, TOULOUSE, FRANCE

Executive Members present:

Scott MacEachern, President
 Matthew Pawlowicz, Treasurer
 Elisabeth Hildebrand, Recording Secretary
 François-Xavier Fauvelle-Aymar, Organizing Secretary
 Susan McIntosh, Webmaster
 Nicolas Nikis, Student Representative, non-Africa
 Diane Lyons, *Nyame Akuma* Editor

Other representatives:

Adria LaViolette, *African Archaeological Review* Editor
 Elisabeth Hildebrand, Representative of the SAfA 2018 Organising Committee
 Ann Stahl, Editor of the *Springer Briefs in African Archaeology*

The meeting was called to order at 3.30 pm. More than 75 SAfA members were present, forming a quorum for the meeting. The meeting was conducted in English, with French translations offered whenever needed.

1. Initial business:

One SAfA member made a brief announcement before departing to catch a flight (See Section 10). The winner of the SAfA Prize was announced: Alfredo González Ruibal, for *An Archaeology of Resistance: Materiality and Time in an African Borderland*. Rowman and Littlefield Publishers 2014.

2. President's Report (Scott MacEachern)

A. Threats to cultural heritage

A key function of SAfA is to collaborate with other Societies to intervene in heritage cases. Successful interventions depend on people in relevant countries who a) are aware of threats, and b) are capable to leverage SAfA intervention into appropriate actions by local governing bodies. However, almost all cases of SAfA action in this regard during the past two years have been in southern portions of Africa. There is a clear need to extend awareness of SAfA's advocacy potential to members based in other parts of the continent. Members should be aware that SAfA has no enforcement capabilities, and its advocacy is solely in the realm of "moral leadership", but even this type of engagement can lead to positive results.

B. African scholars needing visas

The Organising Committee for the 2016 Conference did a remarkable job in facilitating travel for the conference. This has been a challenge for past SAfA meetings, and it is something that SAfA must continue to pay attention to in the future.

C. World Bank projects and cultural heritage

The World Bank has been a major actor in development projects that have potential to impact cultural heritage. Until recently SAfA's interaction with the World Bank has mainly been in response to particular issues that arise in specific cases where a WB-funded project has been in a culturally or archaeologically sensitive area. SAfA needs to collaborate with other parallel Societies globally to move beyond this reactive approach. We need to make sure that the World Bank sees systemic issues affecting archaeological sites and cultural heritage writ large and deal with them proactively, rather than more limited consciousness-raising regarding particular issues that arise in specific situations, and case-by-case responses. During the past two years the World Bank conducted a review of its policies and procedures, including those that pertain to cultural heritage conservation. We have made presentations to the World Bank as part of this review. Such efforts will continue in future years.

D. Amendments to SAfA bylaws

The SAfA Executive developed a series of Amendments to the SAfA Bylaws, concerning the management of Nyame Akuma and SAfA's Sexual Harassment Policy. These will be presented later on in the meeting for vote by the membership (see Section 8).

E. Relations between SAfA and sister organizations

Susan McIntosh asked how partnerships are developing between SAfA and other organizations such as the Society for American Archaeology (SAA). MacEachern replied that stronger relationships with both the SAA and the European Association of Archaeologists (EAA) have been a leading priority under his presidency. Partnership with the SAA is well developed at this point due to a longer history of interaction, and MacEachern is a member of the SAA International Government Affairs Committee. He noted that efforts to deepen relations with the EAA are continuing, but fluctuate somewhat based on the priorities of successive EAA Presidents. MacEachern suggested that would be helpful to have more SAfA sponsored sessions at the EAA meetings, and also offer more Cultural Heritage Management sessions at the SAfA meetings to broaden interaction.

3. Treasurer's Report (Matthew Pawlowicz)

A written copy of the Treasurer's report by Pawlowicz is attached at the end of the Minutes. After reviewing this Pawlowicz made a few summary observations recorded here:

Funds are in good standing, but vary a great deal from year to year. Since 2014 we have seen a good increase in Life Memberships, but we need to more actively recruit new members among students, and also among scholars based in North America.

The primary expense between meetings is production of Nyame Akuma. Currently costs and revenue from Nyame Akuma essentially break even. If we were able to have institutional online access, this might help cut costs and raise revenue.

Travel awards were made to 14 students this year to cover the costs of attending SAfA. Awards covered their full requested amount, averaging \$900 per award (\$12,727 total distributed).

The next SAfA Executive should consider ways in which we can extend our tax-exempt charitable status beyond the United States to include other countries, and whether the fundraising potential would justify the effort required. The next Executive should also consider ways in which we can leverage our existing tax-exempt status in the US to pursue fundraising to augment the Society's long-term financial health.

4. Webmaster's Report (Susan McIntosh):

A. Social media

Four years ago, the SAfA home page had a "members' forum" for conversations. However, Facebook (and SAfA's presence on Facebook) seem to have superseded this. We are considering making a page on Academia.edu for PhD theses in African archaeology.

B. Links

The Webpage has quick links to the most relevant journals, and a link will be added for the new journal (*Journal of African Heritage Studies*) once we have the URL. Links will also be added for regional societies within Africa, such as the West African Archaeological Association.

C. New features

A new tab, "About SAfA", contains the SAfA bylaws, our Ethics Statement, an archive listing prior meeting locations, and minutes from prior SAfA meetings. Another new tab will be added soon to guide readers to Nyame Akuma subscriptions, style guide, and other submission information.

D. Conference proceedings

We have not made full use of this feature since the Calgary (2006) and Frankfurt (2008) SAfA meetings, but the resources from those years are useful. The SAfA website can also host the online publication of presentations given at SAfA. To make your presentation available online, simply save your Powerpoint as a PDF, label it according to the format we designate, and place it in the Dropbox folder we are creating. We will then create a link from the SAfA website to your file.

E. New webmaster

Having served as webmaster since 2004, Susan McIntosh announced that Cornelia Kleinitz will be the new webmaster, after a period for the transfer of responsibilities.

F. Suggestions

McIntosh sought suggestions from the membership for any potential new features to include in the website. Justin Pargeter noted that many archaeologists struggle to gain access to online data storage, and asked whether the SAfA website might be able to support this. McIntosh replied that so far Rice University (website host) has not placed a limit on website data, and promised to look into this possibility. Members then discussed whether this feature should be available to all SAfA members or those facing special constraints on data storage (i.e., students) and which kinds of files might be supported (i.e. probably not large photo files, but other, smaller file types).

4. Nyame Akuma Editor's Report (Diane Lyons):

A. Increasing submissions and consequent requests

Nyame Akuma has published 55 papers since the joint SAfA/PAA meetings in Johannesburg in 2014. This reflects an increase of >40% more papers than previously. This is positive in terms of reflecting a heightened pace of research in African archaeology. However, the large numbers of submissions (17 papers in 17 weeks in the last issue!) can be overwhelming from the standpoint of the Editor. Consequently, authors should consider the following as they prepare submissions:

1. Nyame Akuma's mission is to present short papers on recent field research in African archaeology, ethnoarchaeological field research, and ethnohistory that is relevant to African archaeology.
2. Please consult the Policy Statement and the Style Guide so that your submission conforms to it as closely as possible.
3. The Style Guide will be posted on the SAfA Website. Editors will be strict on both style and length (10 pp in proper format, and 2 pp bibliography). Longer submissions cannot be accepted because they require too much formatting time from the Editors.
4. Remember that Nyame Akuma is a news bulletin. It is not a venue for finished results, and extended literature reviews are not appropriate.

B. New policies & editors

Nyame Akuma will now support publication of articles in either English or French. Dolores Cruz will be the new Editor for Anglophone submissions, and Els Cornelissen will be the new Editor for Francophone submissions.

PDFs will no longer be issued as proofs. Layout editors are paid by the page, and they are not paid for subsequent corrections. Therefore, please make sure that the final version of submitted manuscripts is fully correct.

5. African Archaeological Review Editor's Report (Adria LaViolette):

A. Trends

Eight years ago, *African Archaeological Review* (AAR) had 4 issues per year with 2-3 articles per issue. Recently, this has jumped 4-5 articles per issue. This represents a big increase, and now AAR issues (still 4 times/year) are sometimes 6-7 articles per issue. It is impossible to support further growth, so some papers will be rejected.

To cope with the extra volume, the trim size of the journal has changed from extra-petite to moderate. Springer was reluctant to support this trim size in the past, but now with more submissions they are willing to do so. As an added benefit the new trim size is better for images.

B. Guest issues and article categories

Moving from ~12 articles per year (8 years ago) to ~25 per year (today), guest issues have also become prominent, typically providing 1-1.5 issues per year of journal content. Two recent examples include special issues on Wonderwerk Cave, and Zooarchaeology in Africa. Publication schedules are being carefully managed so the special issues do not "squeeze out" or even delay regular submissions. If a regular article is ready for release but is "sitting behind" a special issue in the publication queue, it can be released online even before the special issue appears, avoiding any delay.

Among general submissions, three main article categories continue to be recognized:

- 1) Review articles;
- 2) Research articles; and
- 3) Research reports (e.g. a field report that is slightly longer and more fully developed than a typical Nyame Akuma submission).

C. Profile

AAR has gone from 13,000 to ~21,000 hits over the past few years, capturing increasing attention. Roughly 1/3 of the hits are from North America, ~20% from Africa, and ~20% from Europe.

6. Other Africanist publications

Kevin McDonald, an Editor for *Azania: Archaeological Research in Africa*, noted that *Azania* produces 560 printed pages per year, in English and French, and allows color illustrations. McDonald said that *Azania* is an official SAfA publication, but Susan McIntosh (consulting notes) said this is not in fact the case. Ann Stahl, Editor for SpringerBriefs in African Archaeology, noted recent volumes, and recommended SpringerBriefs as a distinctive niche that can support short volumes and color illustrations.

7. Report from the student meeting:

Students elected new representatives, who are non-voting members of the SAfA Executive (See Section 11 below). Students also suggested that for future SAfA conferences, the Student Day should be announced farther in advance. This would allow students to build the day into their schedule, and request funds to cover the extra day of attendance when applying for travel funds from SAfA and their home institutions.

8. Votes on amendments to the Society Bylaws:

The first proposed amendment to the SAfA Bylaws allows for the provision of an Editorial Policy for the journal Nyame Akuma. The exact Editorial Policy remains to be finalized, so the vote concerned whether an Editorial Policy could and should be created. This amendment passed unanimously.

The second proposed amendment to the SAfA Bylaws revises the SAfA Code of Ethics to include a discussion of sexual harassment. The revised Code was circulated several weeks before the SAfA meeting. It

- a) referred to the objectives of including sexual harassment in the Code of Ethics,
- b) provided definitions of harassment and sexual harassment,
- c) outlined the scope of the sexual harassment policy as it applies to SAfA members,
- d) issued a policy statement embracing “zero tolerance” for sexual harassment,
- e) set forth a series of recommendations for “best practices” to prevent sexual harassment.

This amendment also passed unanimously.

9. Presentation of the venue for future SAfA Meetings:

Elisabeth Hildebrand presented the details of the 2018 SAfA meetings, to be held in Stony Brook, New York, USA. The conference will take place in early June 2018. Peter Mitchell offered to host the 2020 SAfA meetings in Oxford, UK.

10. Announcements:

Ashton Sinamai announced the launch of the Journal of African Heritage Studies (JAHS). This new journal will have Open Access, be published as soon as corrections are made, and aim to produce 24 articles biannually.

11. 2016-2018 SAfA Executive:

Prior to the meeting, there had single nominations for the various SAfA Executive positions, and thus no elections were called. The 2016-2018 SAfA Executive is as follows:

President: Eric Huysecom

Treasurer: Brian Clark

Recording Secretary: John Arthur

Organizing Secretary: Elisabeth Hildebrand

Member at Large, Europe: Ralf Vogelsang

Member at Large, North America: Carla Klehm

Member at Large, Africa: Hélène Timpoko Kienon-Kaboré, (Université Félix Houphouët-Boigny, Côte d'Ivoire)

Member at Large, Africa: Kolewole Adekola (University of Ibadan)

Student Representative: Peter Coutros (Yale University)

Webmasters (non-voting): Susan McIntosh (Rice University) and Cornelia Kleinitz (Humboldt University, Berlin):

Nyame Akuma Editors (non-voting): Dores Cruz (University of Denver) and Els Cornelissen (Royal Museum for Central Africa, Tervuren)

The meeting ended at 4.45 pm.

Respectfully,



Elisabeth Hildebrand

Recording Secretary 2014-2016



Scott MacEachern

President, 2014-2016



Society of Africanist Archaeologists

Treasurer's Report

Prepared by Matthew Pawlowicz, SAfA Treasurer

July 2016

Biennial General Meeting

Toulouse, France

Overview

The finances of the Society of Africanists Archaeologists are stable in the period since the last Biennial meeting. Currently the society has not quite \$30,000 on hand, up by about \$1000 from the meetings two years ago. This situation is the product of the modest increases in member dues and the cost of institutional subscriptions agreed to at the Johannesburg meetings along with increases in the institutional subscriptions and individual memberships in the past two years.

With the slight increase in membership and subscription rates, the funds generated from membership dues and institutional subscriptions to *Nyame Akuma* have been more than enough to cover all annual expenses over the past two years and indeed have contributed to savings.

Given such developments we were able to commit to our largest-ever distribution of travel grants for these meetings in Toulouse, (\$12,725) solely from the Society's funds, in addition to the generous funding provided by other sources, which has enabled so many to attend and made the meetings quite a success. With the stability in our finances we'll look forward to continuing to support our student members for future meetings.

Another main point to note is that SAfA is recognized as a tax-exempt charitable organization in the United States. This status makes gifts from any American taxpayer to the society tax-deductible, which ought to provide the Society with fundraising opportunities, though we have yet to leverage that status thus far. However, in order to pursue similar arrangements in other countries members will need to set up local arms of SAfA in those places to gain recognition as a charitable, non-profit institution. This is feasible, although admittedly a fair bit of work, but something to keep in mind for the next executive.

Two years ago, the ongoing financial question was how to best meet the society's stated objectives with the savings on hand and funding graduate student travel grants seemed like it may not have been sustainable over the long term. The results from the past two years suggest that the modest subscription increases have largely done away with such questions as long as we can sustain current member rolls, though I would encourage the next Executive to continue to identify other revenue streams,

whether through fundraising, advocating for more institutional subscriptions to *Nyame Akuma*, or conference management, such that we can provide even greater support and potentially a wider variety of kinds of support for African Archaeology in the future.

Membership

Membership in SAfA is up since our last meeting, sitting above 400 at 413, though it has been volatile. As we did after Dakar we saw a large bump in membership for 2015, which was also pushed by members signing up in advance of these meetings. While some of those new members have not renewed their memberships yet this year, I do expect some will do so (and you can always check your membership status online!). Additionally, by now it is clear that membership totals near or above 400 seem to be the new normal for the Society, which is welcome news.

Year	Members, total	Change, year/year
2004	136	--
2005	177	+30%
2006	186	+5%
2007	209	+12%
2008	292	+40%
2009	306	+5%
2010	254	-17%
2011	443	+74%
2012	400	-10%
2013	379	-5 %
2014	398	+5%
2015	495	+24%
2016	413	-17%

Regionally, the composition of the Society has remained generally consistent since 2011. As a share of overall membership, African membership remains strong, sitting at 46% over the past two years, while North American and European/Asian membership has encompassed about a quarter of the remainder. Over the past two years North American membership counts have remained fairly steady in absolute terms, while European membership has returned to near record highs, overtaking the North Americans on a proportional basis. Free access to society membership for some members surely accounts for the dramatic increases in membership over the years, and given that such online access cost the society quite a small amount it seems a worthwhile strategy to leave in place.

Region	2011	2012	2013	2014	2015	2016
Africa	171	177	188	165	228	194
North America	151	129	106	116	124	100
Europe/Asia	121	108	85	90	136	112

Student memberships are currently at 67, after peaking at 89 last year. This is a healthy number, but please continue to encourage your students and fellow-students to consider membership. Also note that there are many opportunities for students to have their voices heard in the society, but they must be members to do so.

There are currently 42 life members, up from 33 in 2014. Despite the cost increase in 2014, Life memberships are both a nice infusion of funds for the society in the short-term and remain a pretty good deal for life members in the long-run (to say nothing about their being able to ignore reminder emails from me), so you are encouraged to check them out.

Finances

The Society has healthy finances. We currently have (\$29,690.19) on hand, which is approximately \$2500 more than the close of 2014.

In the past, we have been able to achieve this financial position through the surpluses generated by previous conferences, yet the meetings in Dakar and Toronto and Johannesburg produced no surplus.

Revenue gained from Institutional subscriptions to *Nyame Akuma* and Life memberships have helped to bolster our bottom line. This is particularly true since the rate increases in 2014, which made 2015 a particularly successful year. However, we did benefit in 2015 from record numbers of individual memberships, a sharp bump in life members, and a one-time profit from selling back issues of *Nyame Akuma*.

As at the previous four meetings, SAfA has awarded grants to students the Graduate Student Travel Grants. In the past, SAfA has set aside \$5000 for these travel grants. In 2012, we set aside \$10,000. This year we planned to distribute \$15,000, though after visa issues prevented some awardees from attending we ultimately awarded \$12,727.28 in grants to fully fund the participation of 14 graduate students. We also anticipate distributing an addition \$500 or so upon collection of some receipts for costs here in Toulouse. As in previous years, this was a challenging and competitive process; we had 30 applications requesting more than \$37,000.

SAfA continues to host a cash bar reception at the Society for American Archaeology Meetings. The reception cost \$350 this year, which is higher than average, though we have started to plan for more attendees given the SAfA-sponsored sessions at the meetings and this year was hosted at a Disney resort. The executive continues to look into the possibility of hosting a similar event at the European Archaeological Association meetings.

On a year to year basis the largest cost to the Society is *Nyame Akuma*. Depending on the timing of when issues are prepared, printed and mailed the costs on an annual basis can vary somewhat, but generally speaking we can estimate about

\$2500-\$3500 an issue. Such costs are generally supportable through institutional subscriptions and individual hard-copy memberships. However, one thing that I might recommend the next executive look into is to figure out a way to offer *Nyame Akuma* to institutions on-line. In the last year I have received a request for us to do so, and it is possible we could cut down on printing costs this way.

Society of Africanist Archaeologists: Membership Statistics

Members by Location

	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
Australia	2	2	2	2	5	4
Belgium	9	9	12	13	10	11
Benin	4	4	4	4	7	6
Botswana	6	6	4	6	6	4
Burkina Faso	1	1	2	2	1	0
Cameroon	12	11	9	8	11	3
Canada	37	33	24	26	36	29
CAR	1	1	0	0	1	0
Chad	0	0	0	0	0	0
China	0	0	0	0	1	0
Cote d'Ivoire	2	2	3	1	4	4
Czech Rep	0	0	1	1	1	1
Egypt	1	1	1	0	0	0
Eritrea	0	0	0	0	1	1
Ethiopia	6	6	10	8	7	4
Finland	2	2	0	2	1	1
France	20	16	11	18	29	19
Gabon	0	0	0	0	1	0
Germany	22	22	12	17	21	16
Ghana	15	14	19	17	21	21
Ireland	0	0	0	0	1	1
Israel	1	1	1	1	1	1
Italy	6	4	6	6	6	5
Jamaica	0	0	0	0	0	0
Japan	1	1	1	1	2	2
Kenya	6	6	7	6	7	7
Mali	3	3	3	3	2	2
Mexico	0	0	0	0	0	1
Morocco	0	0	0	1	1	1
Mozambique	1	1	1	2	2	2
Namibia	0	0	0	0	0	0
Netherlands	1	1	2	2	2	2

New Zealand	0	0	1	0	0	0
Niger	2	2	1	1	1	1
Nigeria	22	22	30	31	38	39
Norway	4	4	3	3	1	1
Poland	0	0	1	1	0	0
Portugal	0	0	0	2	1	1
Qatar	0	0	0	0	1	1
Romania	0	0	0	1	0	0
Senegal	8	7	8	7	11	5
Slovakia	0	0	0	0	0	0
South Africa	60	58	63	59	71	62
South Korea	1	1	1	1	1	1
Spain	2	2	1	1	2	1
Sudan	1	1	1	1	4	2
Sweden	2	2	2	1	4	4
Switzerland	8	7	4	5	10	9
Tanzania	11	10	8	6	12	11
Tunisia	0	0	0	0	0	0
Uganda	2	2	1	2	6	8
United Kingdom	40	34	27	28	41	36
USA	114	96	82	92	89	71
Zambia	0	0	0	0	0	0
Zimbabwe	7	6	9	9	14	12

Membership by Type

	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
Full	317	292	292	286	350	289
Student	89	71	46	65	88	67
Retired	16	15	12	13	17	15
Life Membership	21	22	29	34	40	42
<i>TOTAL</i>	<i>443</i>	<i>400</i>	<i>379</i>	<i>398</i>	<i>495</i>	<i>413</i>

Nyame Akuma Subscriptions

	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
Online	402	369	360	373	476	398
Hard Copy	41	31	19	25	19	15
Paid Institutional	41	41	42	38	39	36
Free Institutional	9	9	11	11	11	11

Journal Subscriptions

	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
AAR	47	37	40	39	35	29
JAA	44	40	44	38	32	27

Society of Africanist Archaeologists

Income and expenses 2012-2016

Totals	2016	2015	2014	2013	2012
Revenue	10,559.56	17,675.96	11,379.17	13,319.07	12,230.45
<u>Memberships</u>	10,559.56	17,675.96	11,379.17	13,319.07	12,225.60
Personal	4,725.12	8,427.21	4,242.92	4,991.07	5,764.60
Institutional	2,800.00	5,650.00	2,560.00	3,440.00	3,280.00
Journals	3,034.44	3,598.75	4,576.25	4,888.00	3,181.00
<u>Interest</u>	-	-	-	-	4.85
<u>Meetings</u>	-	-	-	-	-
Grants	-	-	-	-	-
Meetings	-	-	-	-	-
Expenses	(19,213.27)	(5,579.85)	(20,216.22)	(11,494.43)	(19,199.11)
Nyame Akuma	(4,201.05)	(1,981.10)	(4,037.09)	(5,768.87)	(4,071.85)
Student Travel Grants	(11,627.78)	-	(10,459.32)	-	(7,144.75)
Fees	-	-	(120.00)	(314.00)	(80.00)
Journal Subscriptions	(3,034.44)	(3,598.75)	(4,576.25)	(4,888.00)	(3,181.00)
SAA	(350.00)	-	(162.38)	(523.56)	(109.25)
Meeting Expenses	-	-	-	-	(546.39)
Website	-	-	-	-	(3,920.00)
Misc.	-	-	-	-	(145.87)
501c3	-	-	(861.18)	-	-
Gain/Loss	(8,653.71)	12,096.11	(8,837.05)	1,824.64	(6,968.66)
Sum	30,790.19	39,443.90	27,347.79	36,184.84	34,360.20