

The Organization, Jurisdiction, and Operation of Association Divisions and Committees

In light of the changes to the Constitution and Bylaws of the Association approved by the membership in January and June 2008, we offer this (relatively) brief overview of the Divisions and committees. This survey is divided into seven parts. Part I deals with the three Divisions of Council, and the remainder of the report describes the Association's elected and appointed committees (categorized as elected and permanent, prize and award, fellowship, grant, standing, and ad hoc). Council committees and AHA delegates to other committees or organizations are not included.

Part I: Policies and Procedures Governing the Professional, Research, and Teaching Divisions

The Council of the Association has three Divisions, which are the major units for the development of recommendations of policy. The three Divisions provide the Council with information, advice, and proposals on subjects or areas under their purview.

Jurisdiction

The jurisdictions of the three Division are established under Article VI of the AHA Constitution and Bylaws defines the jurisdictions of the Divisions as follows:

The Professional Division (Section 4):

“It shall be the duty of the Professional Division to promote integrity, fairness, and civility in the practice of history, to collect and disseminate information about employment opportunities and to help ensure equal opportunities for all historians, regardless of individual membership in the Association.”

The Research Division (Section 2):

“It shall be the duty of the Research Division to help promote historical scholarship, to encourage the collection and preservation of historical documents and artifacts, to ensure equal access to information, and to foster the dissemination of information about historical records and research.”

The Teaching Division (Section 3):

“It shall be the duty of the Teaching Division to collect and disseminate information about the training of teachers and about instructional techniques and materials and to encourage excellence in the teaching of history in the schools, colleges, and universities.”

In cases where the jurisdictions of two or three Divisions seem to overlap, the Council as a body is responsible for determining the jurisdiction of each Division.

Division Agendas

Implementation of the above directives has yielded the following distinct agendas:

The AHA **Professional Division** promotes integrity, fairness, and civility in the practice of history—in educational institutions, museums and archives, government agencies and non-profit organizations, and all other places where historians study and interpret the past.

Among the Professional Division's many responsibilities are the following:

1. articulating ethical standards and best practices in the historical profession;
2. working, in close collaboration with the Committee on Minority Historians and the Committee on Women Historians, to ensure fair treatment of all historians, regardless of ethnicity, race, gender, sexual orientation, age, physical disability, in the course of their professional training and their careers in the historical profession;
3. supporting the free movement of students, scholars, and ideas into and out of the United States: the Division will pay special attention to the problems faced by foreign scholars invited to speak or do research or offered positions in the United States;
4. responding to queries about the AHA's *Statement of Standards of Professional Conduct* and proposing revisions to that document as needed;
5. developing additional advisory materials to assist historians in navigating the professional opportunities, challenges, and dilemmas they encounter in their work;
6. addressing concerns relating to the practice of public history;
7. collecting and disseminating information about historical employment;
8. monitoring job markets in history and overseeing AHA roles therein;
9. nominating recipients of the Troyer Steele Anderson Prize and any other prizes for professional service;

The **Research Division** oversees:

1. The establishment of priorities for the Association's encouragement and support of research and the development and use of new and promising tools of research.
2. The history profession's relationship with archivists and librarians, repositories and archives, and various agencies of government on matters pertaining to scholarly research. The Division works closely in these matters with the National Coalition for History.
3. The *American Historical Review*, including the five-year evaluation of the editor.
4. The Association's research grants and fellowship programs.
5. All AHA book prizes.
6. The AHA Annual Meeting, especially the Program Committee Guidelines.
7. General oversight for all other AHA publications.

The **Teaching Division** oversees:

1. The inclusion of teaching concerns in AHA activities and publications.
2. Efforts to promote and improve teaching of history in the curriculum at all levels.
3. The study, encouragement, and promotion of novel methods of instruction, and the development of new forms of cooperation among faculty at various levels of instruction.
4. The dissemination of information about teaching and developments in history education at all levels, especially through AHA teaching pamphlets.
5. The Eugene L. Asher Distinguished Teaching Award, the John E. O'Connor Film Award, Raymond J. Cunningham Prize, the Nancy Roelker Mentorship Award, the William Gilbert Award, the Beveridge Family Teaching Prize, and any other teaching-related prizes.

Guidelines for Operation

As provided by the Constitution and Bylaws, each Division consists of a Vice President (chair) and three members of Council, elected for three-year staggered terms. The Executive Director serves *ex officio* on each Division.

The role of the Vice Presidents: It is the duty of each vice-president, under the direction of the Council and with the assistance of the executive director, to formulate policies and projects for submission to the Council on behalf of his or her respective division (Article IV. Section 4). More specifically, each Vice President, as chair of a Division, has the following responsibilities:

1. Preparation of Division agenda and minutes, appointment of special sub-committees in consultation with the President and the Executive Director, and the general conduct of the business of the Division.
2. Reporting on the actions and activities of the Division and presenting proposals and recommendations to the Council.
3. Preparation for the Annual Report and the AHA Business Meeting of a brief report on the work of the Division during the year.
4. At the completion of his or her term, preparation of a memorandum on the business before the Division and transfer of any Division files to the Executive Director.
5. Oversight of permanent, prize, standing and *ad hoc* committees as assigned in Part II:
 - a. The Vice President, on behalf of the Division, charges the chairs of such committees with specific duties and receives regular reports on committee activities. Proposals for Council action emanating from these committees must first be reviewed and acted upon by the appropriate Division.
 - b. The Vice President, with the assistance of AHA staff, keeps the chairs of any committees under his or her jurisdiction informed as to pertinent actions of the Division and solicits the committees' opinion in the formulation of policies on such matters.

- c. The Vice President, with the assistance of the Executive Director, informs the Council as to the Division's recommendations for the creation of new committees or to the discharge of existing committees when their work is completed. The Executive Director reports to the Council regarding the budgetary implication of creation of new committees.

The role of the Executive Director: To discharge the responsibilities assigned to the Executive Director by the Association's Constitution and Bylaws, he or she must participate fully in the work of the Divisions and provide general administrative supervision of the Divisions as needed. In addition the Executive Director has the following special responsibilities:

1. As chief administrative officer, the Executive Director provides staff assistance as requested by the Vice Presidents.
2. The Executive Director is responsible for coordinating the work of the Divisions and the committees.
3. When jurisdictional problems arise among Divisions, the Executive Director is responsible for resolving them either by coordination or referral to Council.
4. In consultation with the Vice Presidents, the Executive Director prepares and submits proposals for programs to Council.
5. When outside financial assistance is needed, it is the responsibility of the Executive Director to approach private foundations and government agencies and to prepare proposals and submit applications for funds.

Part II: Elected and Permanent Committees*

Elected Committees

A. Nominating Committee

Established: 1890. One of two committees established in the AHA Constitution.

Purpose: Makes nominations for all elective posts in the AHA, acts as the supervisor of all elections, and reports the results of the election to the membership. The Committee's work is governed by the Constitution and Bylaws and informed by the "Statement on Diversity in AHA Nominations and Appointments," adopted by the Council December 1990, revised in June 2001.

Membership: 9 elected members.

Assignment to Division: None. Reports on its work to the Council.

B. Committee on Committees (5 members)

Established: 1941 (formerly the Council Committee on Appointments).

Purpose: To nominate individuals to fill vacancies on all regular Association committees, subject to approval by the Council. The context for the Committee's work is the "Statement on Diversity in AHA Nominations and Appointments," adopted by the Council December 1990, revised in June 2001.

Membership: 4 elected members, and the Association's President-Elect, who serves as chair.

Assignment to Division: None. Reports its recommendations to the Council.

Permanent Committees

A. Finance Committee

Established: 2008.

Purpose: To oversee the Association's budget and investments.

Membership: 6 members: the three presidents, the senior division vice president, and two outside experts on financial issues

Assignment to Division: None. Reports directly to Council.

B. Board of Editors, *American Historical Review*

Established: 1895.

Purpose: To advise and assist the *AHR* editor in his or her editorial duties.

Membership: 12 members: Appointed by the Council on nomination by the Editor after consultation with the Research Division, serving staggered 3-year terms.

Assignment to Division: Research Division

C. Editorial Advisory Board, *Perspectives on History*

Established: 1989; reorganized in June 2001.

Purpose: To advise the editorial staff for *Perspectives on History*.

Membership: 8 members; appointed by staff editorial board.

Assignment to Division: As appropriate, given the specific topic.

D. Committee on Affiliated Societies

Established: 1974.

Purpose: To screen applications for affiliation and advise the Council in regard to relations with affiliated societies.

Membership: 4 members. Composed of the President-elect, one Council member appointed by the President and approved by Council, and two other members.

Assignment to Division: None. Reports its recommendations to the Council.

E. Committee on International Historical Activities

Established: 1952; reconstituted in 1975.

Purpose: To help carry out the international relations of the AHA, especially with the International Committee of Historical Sciences and the development of a slate of sessions for the International Congress of Historical Sciences (which occurs at five year intervals).

Membership: 5 members

Assignment to Division: Research Division

F. Committee on Minority Historians

Established: 1990.

Purpose: To increase the number of minority individuals entering the discipline and their representation within it. Also acts as the Committee on the Equity Award.

Membership: 5 members, including a graduate student.

Assignment to Division: Reports on its work to the Council, works with appropriate divisions and committees on specific issues.

G. Committee on Women Historians

Established: 1969 (as the Ad Hoc Committee on the Status of Women); reconstituted in 1971 as the Committee on Women Historians.

Purpose: To monitor the status of women within the historical profession, recommend policies in that regard, and undertake projects addressing the status of both women within the historical profession and women's history.

Membership: 5 members, including a graduate student.

Assignment to Division: None. Reports on its work to the Council, works with appropriate divisions and committees on specific issues.

H. **Committee on the Harmsworth Professorship**

Established: 1954 (award conferred since 1939)

Purpose: To assist the Electors of Oxford in their selection of the Harmsworth Professor. The committee consists of the President, Past President, and the three most recently returned Harmsworth Professors.

Membership: 5 members

Assignment to Division: None. Reports on its work to the Council.

I. **Graduate and Early Career Committee**

Established: 1995 (as the Taskforce on Graduate Education), made permanent in January 2002 as Committee for Graduate Students; mission expanded and current name adopted in 2007.

Membership: 6 Members. The committee is composed of representatives from the Council, the Committee on Minority Historians, Committee on Women Historians, and three at-large appointments, made by the Committee on Committees. It has two co-chairs: one of the at-large members also serves as co-chair and the other co-chair is the graduate student or early career professional elected to the AHA Council.

Purpose: To provide representation for graduate student members and early career professionals and their issues in the Association.

Assignment to Division: None. Reports on its work directly to the Council.

J. **Archives Wiki Advisory Board**

Established: 2009.

Purpose: The editorial advisory board contributes, edits, and solicits content for the Archives Wiki, and also works to promote the wiki to the scholarly community.

Membership: 8 members

Assignment to Division: Research Division.

III. Prize and Award Committees

A. Book Prizes

Committee on the Herbert Baxter Adams Prize
 Committee on the George Louis Beer Prize
 Committee on the Albert J. Beveridge Award
 Committee on the Paul Birdsall Prize
 Committee on the James Henry Breasted Prize
 Committee on the Albert Corey Prize (Jointly Sponsored with the Canadian Historical Association)
 Committee on the John H. Dunning Prize
 Committee on the John K. Fairbank Prize
 Committee on the John E. Fagg Prize
 Committee on the Morris D. Forkosch Prize
 Committee on the Leo Gershoy Award
 Committee on the Clarence Haring Prize
 Committee on the J. Franklin Jameson Prize in Editorial Achievement
 Committee on the Joan Kelly Memorial Prize
 Committee on the Waldo G. Leland Prize
 Committee on the Littleton-Griswold Prize
 Committee on the J. Russell Major Prize
 Committee on the Helen and Howard R. Marraro Prizes in Italian History (Jointly Sponsored with the American Catholic Historical Association and the Society for Italian Historical Studies)
 Committee on the George L. Mosse Prize
 Committee on the Premio Del Rey Prize
 Committee on the James A. Rawley Prize in Atlantic History
 Committee on the James Harvey Robinson Prize
 Committee on the Wesley-Logan Prize

B. Teaching Awards

Committee on Teaching Prizes: (selects Eugene Asher Distinguished Teaching Award for Post-Secondary Teaching, Albert J. Beveridge Family Teaching Prize for K-12 Teaching, and William Gilbert Award for Articles)
 Committee on the Nancy Roelker Mentorship Award
 Committee on the Raymond J. Cunningham Prize

C. Film Awards

Committee on the John E. O'Conner Film Award

D. **Additional Awards**

Committee on the Troyer Steele Anderson Prize for Service to the Association
 Committee for Awards for Scholarly Distinction and
 Honorary Foreign Membership
 Committee on the Equity Award (CMH)
 Committee on the Herbert Feis Award

Purpose: All of the prize and award committees select recipients for honors in their area of responsibility, as determined by the original bequest or determination by the AHA Council.

Membership: Varies depending on committee and assignment.

Assignment to Division: Professional Division for the Anderson Prize; Teaching Division for the Asher, Beveridge Family, Gilbert, O'Connor, and the Roelker Award Committees; Research Division for all others.

IV. **Fellowship Committees**

A. **Committee on the J. Franklin Jameson Fellowship in American History**

Established: 1981 as a joint project of the AHA and the Library of Congress.

Purpose: To award an annual fellowship in support of significant scholarly research in the collections of the Library of Congress by young historians.

Membership: 5 members

Assignment to Division: Research Division

B. **Committee on the NASA Fellowship**

Established: 1985 as a joint project of the AHA and the National Air and Space Administration.

Purpose: To award a pre- or post-doctoral fellowship for significant and sustained advanced research in NASA aerospace science, technology, management, law, or policy.

Membership: 6 members. The chair and one other member are appointed by the AHA, and the Economic History Association, the History of Science Society, Organization of American Historians, National Council on Public History, and the Society for the History of Technology each appoint one representative to the committee.

Assignment to Division: Research Division

C. **Committee on Roy Rosenzweig Fellowship for Innovation in Digital History**

Established in 2008 as a joint award of the AHA and the Center for History and New Media at George Mason University.

Purpose: To select the annual recipient of an award intended to honor and support work on an innovative and freely available new media project.

Membership: 5 members. Two members are appointed by the AHA, while three members are appointed by the Center.

Assignment to Division: Research Division

V. **Research Grant Committees**

Committee on Research Grant Awards: Africa, Asia, and Europe Grants (Bernadotte Schmitt Grant)

Committee on Research Grant Awards: US/Western Hemisphere (Michael Kraus Research Grant in History, Albert J. Beveridge Grant, Littleton-Griswold Research Grant)

Established: 1996

Membership: 3 members.

Purpose: To select PhD candidates and junior scholars to receive grants for research in various fields of history.

Assignment to Division: Research Division

VI. **Standing Committees**

A. **Annual Meeting Program Committee**

Established: 1895

Purpose: To plan the program for the AHA annual meetings.

Membership: 13 members. The Program Committee includes the chair, the co-chair, the chair-elect, the co-chair-elect, and ten other members. The chairs and co-chairs are recommended by the president who will deliver his or her presidential address at that annual meeting; remaining members of the committee are recommended by the chair and co-chair, in consultation with the president-elect, and approved by Council.

Assignment to Division: Research Division

B. Local Arrangements Committee

Established: 1899

Purpose: To assist in the planning for local aspects of the Annual Meeting.

Membership: Varies from year to year. Chair appointed by the Council on nomination from the president-elect.

Assignment to Division: None

VII. Ad Hoc Committees

A. Lesbian, Gay, Bisexual, Transgender, and Queer Historians Task Force

Established: 2009 (three-year term)

Chair and two members appointed by the AHA; two members appointed by the affiliate Committee on Lesbian, Gay, Bisexual, and Transgender History.

Purpose: To gather information about the concerns of LGBTQ members and propose concrete practical solutions.

Membership: 5 members

Assignment to Division: Professional Division.

B. Task Force on Disability

Established: 2008 (3-year term)

Purpose: Gather information about the concerns of historians with disabilities and propose concrete, practical solutions for as many of them as possible. One focus of attention will be the annual meetings of the AHA and the possibilities and costs of making them accessible to all members. But the task force will also attend more broadly to the special problems faced by historians with disabilities in the job market and in all stages of their careers.

Membership: 6 members, 2 from the Disability History Association. Chair and AHA committee members appointed by the Professional Division.

Assignment to Division: Professional Division.

C. Two-Year Faculty Task Force

Established: 2009

Purpose: To explore how to increase AHA membership of community college faculty by better serving their needs.

Membership: 5 Members, appointed by the Council.

Assignment to Division: None.

D. Task Force on Intellectual Property

Established: 2001 (no set term)

Purpose: To examine intellectual property rights issues facing the Association and the profession.

Membership: 5 Members. Chair appointed by the Council, committee members selected by the chair in consultation with the president.

Assignment to Division: Research Division.

Adopted by the AHA Council May 1993, modified May 2003 (Professional Divn. responsibilities), substantially revised in January 2010.

**Note that the Executive Director serves ex officio on all committees.*