

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

The following is a brief overview of the Divisions and committees of the Association. This survey is divided into seven parts. Part I deals with Council and its three Divisions, 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). AHA delegates to other committees or organizations are not included.

Part I: Policies and Procedures Governing the Council and 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 Divisions 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duty of the Research Division to help promote historical scholarship, to encourage the collection and preservation of historical documents and artifacts, to ensure equal access to information, and to foster the dissemination of information about historical records and research.”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 discipline;
2. working, in close collaboration with the Committee on Minority Historians and the Committee on Gender Equity, 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 discipline;
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 discipline'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 publications prizes and the John E. O'Connor Film Award.
6. General oversight for all other AHA research 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 booklets.
5. The Eugene L. Asher Distinguished Teaching Award, the Raymond J. Cunningham Prize, the Nancy Roelker Mentorship Award, the William and Edwyna 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 the vice-presidents, 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 their 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 their 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 Presidents, with the assistance of AHA staff, keeps the chairs of any committees under their 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 Presidents, with the assistance of the Executive Director, informs the Council as to their 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 by the Association's Constitution and Bylaws, the Executive Director 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 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 and in January 2017.

Membership: 9 elected members.

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

B. Committee on Committees

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 and in January 2017.

Membership: 5 members: 4 elected members and the Association's President-Elect, who serves as chair.

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

Part III: Permanent Committees

A. Associate Review Editors, *American Historical Review*

Established: 2018

Purpose: To consult in decisions about what the *AHR* reviews by assessing titles, helping to identify potential reviewers, and generally ensuring that the *AHR* covers the breadth of scholarship in their field.

Membership: Up to 15 members will be appointed to serve staggered 3 year terms. Appointments will be made by the Council on nomination by the editor in consultation with the Research Division

Assignment to Division: Research Division

B. Board of Editors, *American Historical Review*

Established: 1895.

Purpose: To provide advice and consultation with regard to peer review and other issues as determined by the *AHR* editor.

Membership: Up to 17 members: Up to fifteen are appointed by the Council on nomination by the Editor in consultation with the Research Division, serving staggered 3-year terms. The editor of the journal, who chairs the board, and the AHA's executive director are members.

Assignment to Division: Research Division

C. Annual Meeting Program Committee

Established: 1895

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

Membership: 16 members. The Program Committee includes the chair, the co-chair, the chair-elect, the co-chair-elect, and 12 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: None. Reports to the Council Committee on the Annual Meeting

D. Committee on Affiliated Societies

Established: 1974.

Purpose: To promote the participation of affiliated societies within the AHA community, including screening applications for affiliation, developing strategies for improving affiliate

partnerships, and advising the Council in regard to relations with existing affiliated societies.

Membership: 6 members. Composed of the President-elect and five members.

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

E. **Council Committee on the Annual Meeting**

Established: June 2015.

Purpose: To oversee the Annual Meeting, especially the Annual Meeting guidelines.

Membership: 4 members; including the immediate Past President (chair) and one representative from each division.

Assignment to Division: None. Reports directly to the Council.

F. **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.

G. **Finance Committee**

Established: 2008.

Purpose: The Finance Committee shall monitor the financial condition of the Association, supervise the performance of any financial advisors or consultants, and report periodically to the Council.

Membership: President, president-elect, immediate past president, treasurer, and at least one additional Council member selected by the president. A majority of the committee must be composed of elected Council members. At least two individuals on the finance committee must have financial expertise.

Assignment to Division: None. Reports directly to Council.

H. **Investment Committee**

Established: January 2013.

Membership: Treasurer, president, president-elect, and at least one additional member with financial expertise.

Purpose: To provide and a strategic framework, including investment objectives and guidelines, for the investment of the AHA's financial assets and to oversee the hiring and

monitoring of the work of AHA investment managers.

Assignment to Division: None. Reports on its work directly to the Finance Committee on a semiannual basis.

I. **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. Reports to the Council Committee on the Annual Meeting

Part IV: Standing Committees

A. **Committee on Gender Equity**

Established: 1969 (as the Ad Hoc Committee on the Status of Women); reconstituted in 1971 as the Committee on Women Historians; renamed the Committee on Gender Equity in 2017.

Purpose: To advocate for and monitor women's and gender equity in the discipline, including recommending policies and best practices in that regard, to promote women's and gender history and the history of sexuality; and to foster an inclusive scholarship that challenges and transforms the practice of history, both substantively and methodologically.

Membership: 5 members, including a graduate student or early career professional.

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

B. **Committee on International Historical Activities**

Established: 1952; reconstituted in 1975.

Purpose: To help carry out the international relations of the AHA, including 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

C. **Committee on LGBTQ Status in the Profession**

Established: 2015.

Purpose: To monitor the status of LGBTQ issues within the historical profession, recommend policies in that regard, and undertake projects addressing the status of both LGBTQ historians and LGBTQ history.

Membership: 5 members

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

D. **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 or early career professional.

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

E. **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: 5 Members. The committee is composed of a representative from the Council and four graduate student or early career appointments, made by the Committee on Committees.

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.

Part V: **Award, Fellowship, and Grant Committees**

Award and Prize Committees

A. **Awards for Publications**

Committee on the Herbert Baxter Adams Prize

Committee on the George Louis Beer Prize

Committee on the Jerry Bentley 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 Raymond J. Cunningham Prize
 Committee on the AHA Prize in American History
 Committee on the Patricia Buckley Ebrey Prize
 Committee on the John K. Fairbank Prize
 Committee on the Morris D. Forkosch Prize
 Committee on the Leo Gershoy Award
 Committee on the William and Edwyna Gilbert Award
 Committee on the Clarence Haring Prize
 Committee on the J. Franklin Jameson Prize in Editorial Achievement
 Committee on the Friedrich Katz Prize
 Committee on the Joan Kelly Memorial Prize
 Committee on the Martin A. Klein 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
 coordinated with the American Catholic Historical Association and the Society for
 Italian Historical Studies)
 Committee on the George L. Mosse Prize
 Committee on the John E. O'Connor Film Award
 Committee on the Eugenia M. Palmegiano Prize in the History of Journalism
 Committee on the James A. Rawley Prize in Atlantic History
 Committee on the Premio Del Rey
 Committee on the John F. Richards Prize
 Committee on the James Harvey Robinson Prize
 Committee on the Dorothy Rosenberg Prize
 Committee on the Roy Rosenzweig Prize
 Committee on the Wesley-Logan Prize

B. Awards for Scholarly and Professional Distinction

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
 Committee on the Nancy Roelker Mentorship Award
 Committee on the Tikkun Olam Prize
 Committee on the John Lewis Award
 Committee on Teaching Prizes (selects the Eugene Asher Distinguished Teaching Award for
 Post-Secondary Teaching, co-sponsored with the Society for History Education, and
 the Albert J. Beveridge Family Teaching Prize for K-12 Teaching)

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, Cunningham, Gilbert, and the Roelker Award Committees; Committee on Minority Historians for the Equity Awards; Presidents for the Awards for

Scholarly Distinction, Honorary Foreign Membership, and John Lewis Awards; Research Division for all others.

Fellowship Committees

A. Committee on the NASA Fellowships

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

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

Membership: 3 members. One member is appointed by the AHA. The remaining members are appointed as representatives from the History of Science Society and the Society for the History of Technology.

Assignment to Division: Research Division

Grant Committees

A. Research Grant Committees

Committee on the Albert J. Beveridge Grant
 Committee on the Michael Kraus Research Grant in History
 Committee on the Littleton-Griswold Research Grant
 Committee on the Bernadotte Schmitt Grant

Purpose: The grant committees select PhD candidates and early career scholars to receive grants for research in various fields of history.

Membership: 3 members on each committee

Assignment to Division: Research Division

Part VI: Ad Hoc Committees

A. Advisory Committee on Disability

Established: 2008

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. The task force submitted its report to Council in June 2011. The advisory committee will continue

to serve to help implement the recommendations in the report.

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

Assignment to Division: Professional Division

B. Advisory Committee on Equity and Inclusion in the *AHR*

Established: 2018 (term 3 years)

Purpose: To advise the Editor on the best ways to pursue the mandate that “the *AHR* must take concrete steps to insure that journal practices and content better reflect the diverse nature of the historical profession, and be open to the many voices that constitute historical scholarship and professional dialogue today. The committee will seek, in concert with the Editor, to address the following questions: 1. What does equity and inclusion mean for the *AHR*? 2. What sort of data should be collected about past practices at the journal? 3. What sort of concrete steps should be taken going forward to enhance equity and inclusion at the journal?

Membership: Two members of the *AHR* Board of Editors, one member of the Research Division, and one additional member of Council. Committee members can continue to serve even after the expiration of their elected and/or nominated Council positions.

Assignment to Division: Research Division

C. Digital History Working Group

Established: 2015 (term 5 years; extended additional 3 years in Jan 2021)

Purpose: To keep informed of developments in the field of digital history and maintain a directory of historians qualified to assist departments looking for expert outside reviewers for candidates at times of tenure and promotion.

Membership: 5 members; two-year staggered terms appointed by the President.

Assignment to Division: Professional Division

D. NARA Review Committee

Established: 2019 (term 5 years)

Purpose: To assist the Association in its response to decisions and actions taken by the National Archives and Records Administration (NARA) and to serve as a resource to decision-makers at NARA.

Membership: 4 or 5 members; two-year staggered terms appointed by the President.

Assignment to Division: Research Division

Adopted by the AHA Council May 1993. Most recently updated January 2023.

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