



2016 Report to INSNA Membership

Prepared by the INSNA Officers

1. Statement of Purpose
2. Board and Committee Rosters, Membership, and Sunbelt Activity
3. Board Actions of Note
4. Reports from the Editor of *Connections* and from the Editor of *Journal of Social Structure*
5. Financial Statements
5. Report from JulNet Association Management Team

1. Statement of Purpose

INSNA is the professional association for researchers interested in social network analysis. The association is a non-profit organization incorporated in the state of Delaware (2008) and founded by Barry Wellman in 1978. INSNA promotes and facilitates the scientific study of social networks *through* various means:

- We publish *Connections*, a bulletin containing news, scholarly articles, technical columns, and abstracts and book reviews, and *Journal of Social Structure*, an online journal designed to facilitate timely dissemination of state-of-the-art results in the interdisciplinary research area of social structure.
- We sponsor the annual International Social Networks Conference (known as Sunbelt).
- We maintain electronic services:
 - Our web site features include discussion forums, I-Connect, bibliographies, publications, and much more.
 - We also provide access to listservs: SOCNET, a ListServ electronic discussion forum, and REDES, a Spanish language network Listserv.
- We maintain a database of information on members.

Membership benefits include reduced conference registration fees, a reduced subscription rate for the journal *Social Networks*, a subscription to *Connections*, the association's bulletin and journal, and through *Connections*, access to a bank of network datasets. Additional membership benefits include timely notifications of conferences, symposia, and workshops in network analysis held throughout the year at various locations in the many countries represented by the INSNA membership and access to the world's leading experts on social network analysis through SOCNET (INSNA's online discussion forum) and at INSNA's signature conference, the Sunbelt conference. Members often receive discounts from publishers on new books on social network analysis.

2. Board and Committee Rosters, Membership, and Sunbelt Activity

Board Member	Term Started	Term Ends
Yanjie Bian	2013	2016
Ulrik Brandes ¹	2008	2017
Carter Butts ²	2010	2016
Dimitris Christopoulos ²	2012	2017
Noshir Contractor ¹	2013	2016
Martin Everett	2014	2016
Ainhoa de Federico de la Rua	2014	2017
Katherine Faust, Vice President	2010	2016
Laura Koehly, Treasurer ¹	2010	2016
Emmanuel Lazega	2013	2016
David Lazer	2008	2017
Alessandro Lomi	2013	2016
John Skvoretz, President	2010	2016
¹ Finance Committee member. ² Publication Committee member. Other members are Ron Breiger, Jim Moody, and Tom Valente		
Immediate Past Board Members		
George Barnett	2010	2013
Mario Diani	2010	2013
Garry Robins ¹	2008	2015
Thomas Valente	2005	2013
Marijtje van Duijn	2010	2013
Barry Wellman	1978	2013
Editorships		
Dimitris Christopoulos, <i>Connections</i>	2011	2017
James Moody, <i>J of Social Structure</i>	2009	2016
Martin Everett, Tom Valente, <i>Social Networks</i>		
Award Committees		
Freeman Award: Arnout van de Rijt, David Lazar, Beatte Völker	2015	2016
Student Paper Award: Dan Halgin, Chris Marcum, Alexandra Marin	2015	2016
Sunbelt Program Committees		
2016 –Kayla de la Haye, Thomas Valente, Rebecca Davis, Hank Green, Kate Coronges	2015	2016
2017 – Yanjie Bian (Xi'an Jiaotong University and U of Minnesota, Co-Chair), Jar-Der Luo (Tsinghua University, Co-Chair), Ray-May Hsung (Chengchi University), Peilin Li (Chinese Academy of Social Sciences), Qiang Li (Tsinghua University), Danching Ruan (Hong Kong Baptist University)	2016	2017

Membership*

	As of 1 Jan 2014	As of 1 Jan 2015	As of 15 June 2015	As of 31 Mar 2016
Member	578	558	709	585
Student	234	194	380	301
Total	812	752	1,089	896

*Members are from 38 countries.

Sunbelt Activity

Year	Number	Location	Registrations	Workshops	Enrollment
2016	XXXVI	Newport Beach, CA	~800	33	
2015	XXXV	Brighton, UK	810	44	673
2014	XXXIV	St. Pete Beach, FL, USA	633	34	470
2013	XXXIII	Hamburg, GERMANY	987	32	442
2012	XXXII	Redondo Beach, CA, USA	605	25	477
2011	XXXI	St. Pete Beach, FL, USA	576	17	374
2010	XXX	Riva del Garda, ITALY	827	15	598
2009	XXIX	San Diego, CA, USA	589	15	336
2008	XXVIII	St. Pete Beach, FL, USA	609	6	321

3. Board Actions of Note

At Sunbelt XXXV in June 2015 in Brighton, UK, the Board selected Beijing, CN, as the location for Sunbelt XXXVII in 2017 and Utrecht, NL, as the location for 2018. The dates for 2017 are Tuesday 30 May 2017 to Sunday 4 June 2017. The dates for 2018 are Tuesday 26 June to Sunday 1 July.

The Board also received a report from its Publications Committee on the direction to take with respect to *Connections* and *Journal of Social Structure*. The former is in good health but the latter requires some attention. A consensus emerged to the effect that it would be a good idea with respect to *JoSS* to initiate topic-focused calls for proposals for special issues managed by a special editor with an overall coordinating editor.

The Board also opened a discussion of the wisdom of INSNA having a code of ethics. The suggestion came from the membership. Many of our members belong to other associations that have established such codes and the question arose as to the need for duplication of effort in this space.

Since the Board last met, it has advised on two requests for INSNA endorsement of conferences. In neither case was INSNA asked for financial support. The first endorsement was for the Daegu Gyeongbuk International Social Network Conference (DISC 2016) in March 2016 and the second endorsement was for the first Australian Social Network Analysis conference in November 2016 .

4. Reports from the Editor of *Connections* and from the Editor of *Journal of Social Structure*

Connections

The journal has been capitalizing on the work of the last few years with the introduction of the dataset section, state of the art reviews, keynote reports, the professionalization of the production process and assignment of DOI numbers.

The journal is moving towards a distributed editorship that will emulate the model adopted by Network Science as most appropriate to an interdisciplinary audience. We will be shortly circulating the list of area specific associate editors, as well as a book reviews editor and the new DEN editor.

Management

The editorial management of *Connections* consists of two interrelated processes: An editorial and a production process. The editorial process is led by Dimitris Christopoulos and assisted by two associate editors, the managing editor, and a 16 member editorial board. The production process is managed by employees of Julnet since early 2014. The contact person is Amoritia Hewett, who is assisted by Kyle Hewett on web development issues and one other member of staff for graphics. We run the DEN (data exchange network) parallel to this process delegating decisions to Jürgen Pfeffer a member of the Editorial Board. We took the decision to use the services of Julnet based on an attempt to reduce cost.

Developments since the last report

Since the last Sunbelt we have **produced and published** two issues for 2015 (second one with the printers as this is written). First issue had a limited print run to satisfy our print commitments (institutional subscribers, INSNA members requesting a print copy, authors, reserve, etc).

We have now **registered for DOI** (digital object identifier) numbers. This was a cumbersome process that required a lot of effort to achieve. It allows us to offer our online content (i.e. published articles) in permanent deposit on the web. This is a service to our authors and to the community.

Submission statistics are found in the table on the next page. One third of submissions are desk rejected. The rest are offered the option of resubmission taking account of comments from reviewers, these can be quite extensive, which explains why not all R&Rs resubmit. We try to offer constructive comments rather than outright rejections. As submissions are carried across years (i.e. an article submitted this year could finish review next year) the acceptance statistic does not reflect publication of items but activity in the year.

The **DEN** (data exchange network) has received good feedback. Making datasets available promptly on-line, linking them to articles, and providing a searchable interface into the collection of datasets remains a goal for this section.

Record of submissions

Year	# Submissions	# Accepted	Acceptance %
2006	12	8	67%
2007	11	7	64%
2008	8	6	75%
2009	8	5	63%
2010	8	5	63%
2011	12	8	67%
2012	17	5	29%
2013	21	8	38%
2014	28	12	30%
2015	18	9	50%
Avg	14	7.3	
Total	140	73	

Challenges & Our Response

Our web presence. It does not yet compare with other professionally maintained journals. Errors take some time to fix and there are a few links misdirected.

Allocation of DOI numbers. This has worked but not without a hitch. I consider this an important feature to retain and extend to other INSNA publications. The DOI guarantees a depository for our online content and improves our impact factor.

Expediting the review and production process. We aim to complete reviews in three months. For desk rejections this is down to one month but for many of the reviewed articles (2/3 of those submitted) the review can take more than six months as it involves tracing correspondence with multiple reviewers on very diverse topics. We will proceed at this Sunbelt with emulating Network Science to assign area editors, for instance in computing, physics, mathematics, humanities, and social sciences. Area editors can be overseen by a lead editor.

Suggestions to the Board

It would benefit the journal if we have a clear indication of **commitment to the production** in future years. Potentially on the model we have just adopted of a limited print run and support with our production costs.

It would also be beneficial to have a dedicated submission platform. This could be combined with re-launching JOSS. i.e., there could be one management process for both. They are both online and one has a limited print run (with a full print once a year, to coincide with Sunbelt).

We welcome your feedback and comments.

Dimitris Christopoulos
Editor, *Connections*

Journal of Social Structure

- a) We are small and deliberately so can't really handle a deluge of submissions. My sense is that the demand would be very high, if we wanted to expand.

Right now we do not have a manuscript management software system. I just do it by email. Very inefficient. If we expand, need to adopt some better system. In the discussion we had this year, there seemed to be very mixed feelings on the software that *Connections* uses.

- b) Our copy-editor just retired, so for the next round of accepts (we've 4 papers in review process right now), going to have to figure out how to solve that in short order.
- c) I need to step down...one I've done it too long, two I have *Socius* taking up all my editor energy time at the moment.
- d) As for stats: we published 11 papers in Vol 16. We rejected about 30 papers, 10 or so without review (could be more, as not sure how to count some of the truly inappropriate bits we get).

Jim Moody
Editor, *Journal of Social Structure*

5. Financial Statements

International Network for Social Network Analysis

BALANCE SHEET

As of December 31, 2015

	Total
ASSETS	
Current Assets	
Bank Accounts	
Bank of America	100,266.59
Cardinal Checking	8,000.00
CHASE checking	7,376.29
CHASE Savings	1,769.65
Total Bank Accounts	\$117,412.53
Other current assets	
Undeposited Funds - Bankcard	1,420.00
Total Other current assets	\$1,420.00
Total Current Assets	\$118,832.53
TOTAL ASSETS	\$118,832.53
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
Unrestricted Net Assets	49,252.09
Net Income	69,580.44
Total Equity	\$118,832.53
TOTAL LIABILITIES AND EQUITY	\$118,832.53

INSNA
Profit and Loss
January - December 2015

-	Total
Income	
Program Income	0.00
Membership Dues	80,821.03
Social Networks - Journal Subscriptions	7,120.00
Sunbelt Income 2015	57,585.27
Sunbelt Income 2016	5,013.35
Total Program Income	\$ 150,539.65
Royalties	408.84
Total Income	\$ 150,948.49
Gross Profit	\$ 150,948.49
Expenses	
Contract Services	0.00
Association Management Services	0.00
Management Services	22,060.00
Transaction Processing	14,160.00
Total Association Management Services	\$ 36,220.00
Journal Management	0.00
Connections Journal	11,674.00
Journal Subscriptions - SocNet	22,546.25
Total Journal Management	\$ 34,220.25
Professional Services	2,250.00
Total Contract Services	\$ 72,690.25
Operations	0.00
Bank & Transaction Fees	5,953.30
Postage, Mailing Service	1,338.09
Supplies	163.00
Telephone, Telecommunications	297.46
Web-site Costs	415.60
Total Operations	\$ 8,167.45
Other Types of Expenses	0.00
Insurance - Liability, D and O	1,696.28
Total Other Types of Expenses	\$ 1,696.28
Travel and Meetings	0.00
Sunbelt Expenses - 2015	-13,985.93
Sunbelt Expenses - 2016	12,800.00
Total Travel and Meetings	-\$ 1,185.93
Total Expenses	\$ 81,368.05
Net Operating Income	\$ 69,580.44
Net Income	\$ 69,580.44

5. Report from JulNet Association Management Team

Julie Hewett, CMP

Financial

- All of the reviewed monthly financial reports are now stored within Walls & Associates, PLLC. This change in document handling will provide for a more efficient annual review for the 990 tax filing. The cost of the monthly review and storage is included with the current contract agreement with JulNet and is not included with the separate engagement letter between INSNA and Walls & Associates.
- A financial review was completed by Walls & Associates for the 2014 fiscal year and tax filing. The final report was submitted to and accepted by the IRS. It is anticipated that the 2015 return will be filed by May 15, 2016.
- QuickBooks was successfully transitioned to the online platform allowing for automatic downloading of financial information from Chase and the credit card merchant accounts. This connection could not be made with Bank of America causing the need for duplicate transaction processing. If this bank account will be continued to be used, it is highly recommended that JulNet be provided with direct online access to eliminate manually processing.
- It is noted that there still seems to be difficulty in obtaining the proper W9s for workshop presenters. INSNA is required to file 1099-Misc for any individual who receives more than \$600 in the calendar year. It is our recommendation that workshop and/or other payments not be released until the proper documentation has been received.
- The 2015 contract between JulNet Solutions and INSNA greatly reduced our administrative involvement to not exceed 50 hours per month. As a result our efforts are strictly related to membership and financial management.
- While the hourly rate for administrative services provided by JulNet was increased as of January 1, 2016, it is our recommendation that the 2016 contract remain at the same level as 2015.

Membership Related

- Active Membership as of 3/1/16 was 896 as compared to 758 as of 3/1/15
- A total of 8 email messages were sent during 2015 to an average of 937 members with an average open rate of .44%
- It is our recommendation that a review of the information being shared with members ONLY be conducted as the number of mailings has dropped since 2013 relying only on the SocNet listserv which is a public forum and not INSNA Membership.

Website / Social Media

- Currently all tasks related to the website / social media are made on a requested bases. Several areas of the website are out of date or are in needed of review. It is our hope that this review and update will take place shortly as we are continually contacted regarding the out of date status of the site content.

Staff Time Allocation

Task	Total Hours 2012	Total Hours 2013	Total Hours 2014	Total Hours 2015
Financial Management	22.87	145	253	225
Payment Processing	126.62	268	93	100
Membership & Conference Support	279.46	1,148	893	189
Website Management	106.53	349	65	50
Annual Total	535.48	1,910	1,304	564
Monthly Ave	45	159	108	47

Social Media Accounts

Facebook

	April 2012	Dec 2012	April 2013	Dec 2013	Dec 2014	Dec 2015
Page Likes	857	1,142	1,295	1,644	2,000	2,428

Twitter

	Dec 2012	April 2013	Dec 2013	June 2015	Dec 2015
Followers	219	374	602	1,033	1,225
Following	n/a	90	115	139	138