

Date	Category	Motion
1/9/2010	Professional Development	<p>Motion that starting with Cohort 7, successful candidates will be required to sign a contract that is also signed by the college supervisor prior to acceptance to the ACCESS program. The contract will contain the following:</p> <ul style="list-style-type: none"> a. Required attendance at all activities specified in the contract over the two-year life of the contract. b. Monetary consequences for lack of attendance and graduation consequences due to lack of attendance.
1/9/2010	Board	<p>Motion that effective immediately, the Executive Board may pass motions that do not align with the policies and procedures of the organization, as outlined in the Policies and Procedures Manual (PPM), by following these steps.</p> <ul style="list-style-type: none"> 1. The Board must declare that an official waiver of a policy in the PPM is temporarily being granted. 2. The motion for a waiver must specifically state a period of time for implementation. A waiver may last up to 13 months. Following the waiver period of time, the waiver no longer applies and the temporary policy is no longer in effect. 3. As with any policy change, a motion related to the waiver may be presented to the board for consideration following the waiver period. 4. Any motion that requires such a waiver should be written (or rewritten) so that it does not use a category name that already has definitions associated with it in the PPM. 5. The Executive Board must consult the Conference Committee, via the Conference Coordinator, prior to granting a waiver that directly affects the organization's annual conference. 6. No more than four waivers may be in effect at any point in time. <p>The AMATYC Secretary is responsible for tracking the number of waivers in effect and the expiration dates of any waivers. The Secretary will inform the Executive Board when a waiver is set to expire.</p>
1/9/2010	Finance	<p>Motion that at least \$3,500, but not more than \$5, 000, be allocated from the special project budget to support travel and lodging for participants attending the February 5-6, 2010 Mathway meeting in Austin, Texas.</p>

Date	Category	Motion
1/9/2010	Service	Motion that the attached motion be changed as follows: That the position of Professional Networking Coordinator be established immediately. Advertising will be ASAP. The appointment will be effective ASAP through EOC 2011. The Networking Coordinator will submit a substantial report by SBM 2011. The board will consider the continuance of this position beyond EOC 2011 at SBM 2011.
1/9/2010	Professional Development	Motion that to approve in concept a TI Preconference in Boston, 2010, with the details being worked out later.
1/9/2010	Foundation	Motion that Margie Hobbs (at-large member) and Jane Tanner (regional VP) be appointed as members of the AMATYC Foundation Board for terms from January 10, 2010 to EOC 2011.
2/28/2010	Profession Development	That the AMATYC executive board support the developmental mathematics project for the Statway and Mathway Pathways to be proposed in spring 2010 by AMATYC, the Carnegie Foundation for the Advancement of Teaching, and the Charles A. Dana Center in a three-year collaborative grant to the Bill and Melinda Gates Foundation and empower Rob Farinelli, Rikki Blair, and Jack Rotman to serve as AMATYC liaisons to the project and the final preparation of the grant proposal.
4/9/2010	Academic Committee	Motion that the AMATYC Statistics sub-committee be changed to a regular academic committee starting effective at the end of the 2010 AMATYC annual conference.

Date	Category	Motion
4/9/2010	Services	<p>Motion that Connie Buller, PAC Chair, submits the following names to be approved as regional representatives for the PAC committee. Three at-large representatives are also included, being the chairs of the subcommittees of the PAC</p> <p>Sub-committee chairs:</p> <p>Course & Program Assessment: Paul Hessert phessert@ivytech.edu, IN</p> <p>Placement: Bill Coe william.coe@montgomerycollege.edu, MD</p> <p>Classroom Assessment: Kathleen Ebert ebertkc@alfredstate.edu, NY</p> <p>Regional PAC Representatives/Liaisons:</p> <p>Southeast: Patty Amick Patty.Amick@GVLTEC.edu, SC</p> <p>Southwest: Julie DePree jdepree@unm.edu, NM</p> <p>MidAtlantic: Sharon Gott sgott@eastern.wvnet.edu, WV</p> <p>Midwest: Marie Hipple hipplem@uc.edu, OH</p> <p>West: Mary Anne Anthony anthony.maryanne@sac.edu, CA</p> <p>Northwest: Laura Bracken bracken@lcsc.edu, ID</p> <p>Northeast: Lucio Prado lprado@bmcc.cuny.edu, NY</p> <p>Central: Beth Edmonds bedmond3@ccc.edu, KS</p>
4/9/2010	Services	<p>Motion that the Research in Mathematics Education for Two-Year Colleges Committee be continued as an emerging issue committee through the EOC 2011.</p>

Date	Category	Motion
4/9/2010	Academic Committee	<p>Motion that the PPM be changed in the following two sections, effective immediately:</p> <p>(1). Change to the preamble to section 9.2 as follows: The committee chair, regional representatives, and at-large representatives (maximum of 3) will form the executive committee of each AMATYC Academic Committee.</p> <p>(2). Change 9.4 as follows: Regional representatives must be AMATYC members who will represent their region and are expected to take an active role in the functioning of the committee, and provide direct assistance to the committee chair. At-large representatives must also be AMATYC members and will perform the same duties but may be from any region. Volunteers are solicited through AMATYC publications, by regional Vice-Presidents, board liaisons, and academic committee chairs. Names of volunteers are forwarded to committee chairs. Academic committee chairs will work with board liaisons and regional Vice-Presidents to develop the list of nominees for the Executive Committee of Academic Committees to be approved at the S8M in even-numbered years. Each appointment will be a two-year term. Regional and at-large representatives will be limited to two terms of office unless there are extenuating circumstances. Any unfilled Academic Committee Executive Committee positions may be approved by the Board as necessary and they will serve the remainder of the term. A letter of appointment will be sent to each member of the Academic Committee Executive Committees by the AMA TYC President.</p>
4/9/2010	Services	<p>MOTION that the persons named on the following pages be appointed as regional representatives for their respective academic committees pending membership verification. Their term of service will being immediately and will end at EOC 2011.</p>

Date	Category	Motion
4/9/2010	Services	<p>MOTION that the following individuals be appointed to the SML Test Development team pending membership verification. The terms of office are slightly different to align with the policy listed in 10.1.5 of the PPM.</p> <p>For a term beginning on 4-1-10 and ending on 3-31-13: Steve Kilner (Northeast) James Magliano (Mid-Atlantic) Mary Pearce (Southeast) Jeganathan Sriakandarajah (Midwest)</p> <p>For a term beginning on 4-1-10 and ending on 3-31-12: Steve Yramategui (Northwest) Anatoliy Nikolaychuk (West)</p>
4/9/2010	Policy	<p>Motion that To change the PPM to read as follows: Academic dishonesty is a serious offense. Infractions include, but not limited to, using a banned device on the SML test (a computer, a PDA, a book of any type (including translation dictionaries), mathematical tables, a calculator with a QWERTY keyboard, cell phone, or electronic translator), asking questions during the test, taking the test at different locations at different times, and copying the work of another student. If it is found that a student has cheated in any way on the SML test, their score will not be counted and they will not be allowed to participate in the SML in future rounds. Additionally, if a student is found to have copied the work of another student or to have taken the test at different campuses, the academic honesty policies and the related procedures of the institution should be initiated by the SML moderator.</p>
4/9/2010	Financial	<p>Move that to allocate \$50 to each college: North Lake CC and Warren County CC from term 5940 so that they can attend the Mu Alpha Theta convention in 2010.</p>
4/9/2010	Office	<p>Motion that a second credit card be issued to the Office in the name of the Office Director to allow for necessary purchases with approval of the Executive Director of Operations.</p>
4/9/2010	Conference	<p>Motion that the conference miniprogram be printed in four colors effective immediately.</p>

Date	Category	Motion
4/9/2010	Office	<p>Motion that revise Section 8.9, paragraph 1 and 1A as follows, to reflect current practice:</p> <ol style="list-style-type: none"> The Local Events Coordinator, Conference Coordinator, Program Coordinator, Executive Director of Office Operations, and AMATYC office staff are responsible for collecting the information and the preparation of the December postcard, <u>the April flyer</u>, the miniprogram and the conference program booklet for the annual conference. The MathAMATYC Educator and the AMATYC Conference Program should both be the same size, 7" x 9 ¾". All publications information should be channeled through the Conference Coordinator to the Executive Director of Office Operations. In general the Local Events Coordinator is responsible for collecting the information specific to this conference and conference city and having it entered into Microsoft Word files. The Conference Coordinator and Executive Director of Office Operations are responsible for overseeing the camera-ready <u>electronic</u> preparation and the printing of the publications. This preparation includes, but is not necessarily limited to: <ol style="list-style-type: none"> Obtain from the advertising chairperson camera-ready <u>electronic</u> copy of ads from publishers that have been secured for the conference program. Send tear sheets of the ads to the publisher with invoice. (AMATYC office and Executive Director of Office Operations)
4/9/2010	Office	<p>Motion that allow the Office, with the Executive Director of Office Operations supervision, to purchase additional conference materials (bags, note pads, programs, etc.) when conference pre-registrations exceed expectations for an amount not to exceed \$2,000.</p>
4/10/2010	Conference	<p>Motion that the Member Discounted Registration Conference Fee for the 2011 Annual AMATYC Conference in Austin be set at \$340.</p> <p>Friendly amendment to reduce to \$325.</p>
4/11/2010	Conference	<p>Advertising Chair</p> <p>Revised Corporate Partner Program Beginning January, 2011</p> <p>That the attached proposal on Corporate Partners be approved.</p>

Date	Category	Motion
4/10/2010	Conference	<p>That the attached policy on focus groups be approved and become effective after the Spring Board Meeting 2010.</p> <p>8.8.1 AMATYC Corporate Partner Program</p> <p>6.11.5 Corporate Partner Program</p>
4/10/2010	Conference	<p>Jacksonville Rep for Program Committee (Dockter)</p> <p>Motion that Marjorie Moller be appointed, pending membership verification, as the Jacksonville regional representative on the AMATYC Program Committee beginning at the conclusion of the 2010 conference and ending at the conclusion of the 2013 conference.</p>
4/10/2010	Office	<p>Motion that AMATYC purchase 7500 bags and no pens for VPS to distribute to AMATYC affiliates for their conferences from 2010 into 2012. These funds will be allocated to the 5910 and/or 5915 accounts for the 2010 budget and/or the 2011 budget.</p>
4/10/2010	Financial	<p>Motion that the expenses from October 1, 2009 through February 28, 2010 be approved.</p>
4/10/2010	Conference	<p>Motion that the following paragraph from the SBM 2009 regarding conference registration and membership for ACCCESS fellows be corrected as follows, and the chart below of the use of ExxonMobil funds be included in the minutes:</p> <p>It was reported that the National Science Foundation grant proposal that was submitted in October 2008 was not funded. However, there is \$35,203.79 remaining from the ExxonMobil grant and ExxonMobil has provided written permission to AMATYC to extend the grant and use up the remaining funds for Cohort 6 and beyond. This amount will not be sufficient to cover his registration and AMATYC membership costs for Cohorts 5 and 6 for the 2009 conference; but will either cover the cost of two nights lodging for Cohort 6 or help supplement the food cost. AMATYC will provide membership dues and conference registration for Cohorts 5 and 6. The application form for Cohort 6 has been posted on the AMATYC website, and applications will be reviewed after the May 29 deadline.</p>

Date	Category	Motion
4/10/2010	Policy	<p>Motion that the PPM be changed to reflect current policy pertaining to search committees and appointments (changes are bold and underlined, comments are in italics):</p> <p>2.7.2 Application Positions</p> <ol style="list-style-type: none"> 1. Appoint selection committee and chair 2. Call for applications in the <i>AMATYC News</i> <ol style="list-style-type: none"> A. Position expectations B. Deadline or until position is filled C. Request vita and cover letter D. Consider requesting letter of support or recommendation depending on the position E. Letter of support from individual's supervisor for time-intensive positions 3. Committee reviews application materials after the deadline. If conducted via e-mail, members should begin process independently by sending the Chair a list of strengths and weaknesses for each candidate. <ol style="list-style-type: none"> A. Chair sends compiled lists without attribution to committee members. B. Discussion continues until one candidate emerges. The Presidents may be consulted if the committee needs additional input. This input should be in the form of strengths and weaknesses. C. If one candidate does not emerge, the committee may consider a conference call with the top candidates. <u>D. If there are no candidates, or a qualified candidate does not emerge, the search will continue until there is a qualified candidate. People in leadership positions should personally encourage members who are thought to possess the qualifications to apply. The appropriate materials will then be required to be sent to the search committee.</u> 4. Confirmation of membership 5. Recommendation to the Board includes name, contact information, and supporting reasons. 6. Board approval 7. President informs the appointee by phone or e-mail with a following letter that details the responsibilities/expectations and support, if any, associated with a position and acceptance form.

Date	Category	Motion															
4/10/2010	Membership	<p>Motion that the AMATYC Office will notify members of their membership status according to the schedule shown.</p> <p><i>Target Implementation Date: 31 August 2010</i></p> <table border="0"> <tr> <td>+60</td> <td>July 1</td> <td>Email renewal notification (1)</td> </tr> <tr> <td>+37</td> <td>July 23</td> <td>Email reminder</td> </tr> <tr> <td>+30</td> <td>Aug 1</td> <td>Mail hardcopy renewal notice (2)</td> </tr> <tr> <td>0</td> <td>Sep 1</td> <td>Email “oops” notice</td> </tr> <tr> <td>–30</td> <td>Oct 1</td> <td>Email notice of lapsed status and removal from active mailing list</td> </tr> </table> <p>(1) Includes “greening,” Bring-a-Friend, and discount on professional development statements. (2) The design and content of the hardcopy notice will be agreed upon by the AMATYC Office and the Membership & Marketing Committee.</p> <p>Given that a motion passes, the Office will produce a calendar for the other three expiration-date groups with an understanding of the need to take the Winter Break into account for the 2/28 expiration group.</p>	+60	July 1	Email renewal notification (1)	+37	July 23	Email reminder	+30	Aug 1	Mail hardcopy renewal notice (2)	0	Sep 1	Email “oops” notice	–30	Oct 1	Email notice of lapsed status and removal from active mailing list
+60	July 1	Email renewal notification (1)															
+37	July 23	Email reminder															
+30	Aug 1	Mail hardcopy renewal notice (2)															
0	Sep 1	Email “oops” notice															
–30	Oct 1	Email notice of lapsed status and removal from active mailing list															
4/10/2010	Membership	<p>Motion that after sending an email notice of lapsed status at the –30 point in the schedule, The AMATYC Office will no longer send the AMATYC News newsletter or the MathAMATYC Educator journal to lapsed members.</p> <p>The AMATYC Office continues to send twice-yearly mailings to lapsed members for a period of three years.</p> <ol style="list-style-type: none"> 1. The Office will mail materials marketing the annual AMATYC Conference according to the schedule for this mailing to lapsed members. 2. Six months after the conference mailing, the Office will send a “we’ve missed you” email to lapsed members. The content and design of this email will be agreed upon by the Office and the MMC. 															

Date	Category	Motion
4/10/2010	Membership	<p>Motion that members who renew their membership electronically, and with a credit card, within 30 days of receiving their first notification (or 30 days prior to membership expiration) will receive a \$10 discount on their membership dues.</p> <p>In order to avoid any conflict-of-interest perception, Executive Board members are prohibited from receiving this discount.</p>
4/10/2010	Executive Board	<p>Motion to approve the changes to policies 6.9.1 (Reassigned Time) and 6.9.2 (Presidential Financial Support Policy) as attached.</p>
4/11/2010	Professional Development	<p>Motion to approve the amended motion that the Executive Board establish a Professional Developmental Committee to coordinate and carry out the professional developmental needs of the organization, effective immediately.</p> <p><i>Membership</i> The membership of the Professional Development Committee shall be composed of at least three Regional Vice Presidents and at least one national officer besides the President. The President, the Conference Coordinator, and the Professional Development Coordinator are ex officio members of this committee.</p> <p><i>Purpose</i> Monitor, coordinate, and evaluate AMATYC's professional development efforts in order to provide the membership with high quality opportunities and a wide breath of activities.</p>
4/11/2010	Professional Development	<p>Motion to approve the amended motion that the position of Professional Development Coordinator be created with the attached job description with a term of office beginning EOC 2010.</p>
4/11/2010	Professional Development	<p>Motion to approve the amended motion that the current Professional Development Committee immediately transition to a search committee in order to recommend an individual to serve as the Professional Development Coordinator.</p>
4/11/2010	Conference	<p>Motion that the AMATYC Mathematics Excellence Award for 2010 be awarded to _____.</p>
4/11/2010	Conference	<p>Motion that Frank Goulard be appointed Exhibits Chair effective EOC 2010 through EOC 2012.</p>

Date	Category	Motion								
4/11/2010	Conference	Motion that incoming Exhibit Chair Frank Goulard be supported to attend the Boston Conference at the same rate as the current Exhibit Chair and that the support be taken from the special projects fund.								
4/11/2010	Services	Motion that Laura Lee Watkins be appointed Project ACCCESS Coordinator on January 1, 2011 for a three-year term, pending membership verification.								
4/11/2010	Conference	Motion that _____ be appointed Presider Chair effective EOC 2010 to EOC 2013, pending membership verification.								
4/11/2010	Conference	Motion that _____ be appointed Assistant Conference Coordinator effective immediately to EOC 2012, pending membership verification.								
4/11/2010	Services	Motion that Joyce Friske be appointed as affiliate website director pending membership verification. The term of office will be July 1, 2010 – June 30, 2012.								
4/11/2010	Conference	<div>Motion that the following individuals be invited as speakers to deliver the Opening Session Presentation on Thursday afternoon or the Breakfast presentation on Saturday morning for the Jacksonville 2012 conference.</div> <table><tr><td>Opening Session</td><td>Breakfast</td></tr><tr><td>_____</td><td>_____</td></tr><tr><td>_____</td><td>_____</td></tr><tr><td>_____</td><td>_____</td></tr></table>	Opening Session	Breakfast	_____	_____	_____	_____	_____	_____
Opening Session	Breakfast									
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4/11/2010	Executive Board	Motion that the minutes of the penultimate Executive Session be approved.								
4/11/2010	Professional Development	Motion that remove the endorsements for the Ohio State University College Short Course Program and the Casio Curriculum Training Institutes.								

Date	Category	Motion
4/11/2010	Membership	<p>Motion that the following corrections or changes be made immediately to PPM sections 6.11.2 and 8.12.3 to reflect actual fees charged and make both sections consistent with each other.</p> <p>Ref: Attachment (this pg# + A)</p> <ol style="list-style-type: none"> 1. 6.11.2 update 2009 fees to reflect actual fees charged. 2. 6.11.2 add following notation: **Note: associate membership fees (\$10) were not included in full conference registration fees for graduate student in 2009. <p>Ref: Attachment (this pg# +B)</p> <ol style="list-style-type: none"> 3. 8.12.3 Section 3 be labeled “Graduate” Student Registration Fee 4. 8.12.3 Section 3 replace 35% with 37.5% 5. Because the registration form captures all of the same information that membership form does, remove sentence requiring a completed membership application and say: <i>The registration form must include the name of an AMATYC regular or life member sponsor.</i> 6. That a sentence be added to 8.12.3 be added saying “Single day calculations will be exempt from membership fees.”
4/11/2010	Policy	<p>Motion to suspend Robert's Rules of Order to amend the order of business.</p>
4/11/2010	Policy	<p>Motion to change the order of business to add the following motions, G30b-c (revised), G 30d-f new (Corporate Partner Plan), J26a-b new (Professional Development Committee), J27-30 revised (Professional Development Redesign Ad Hoc Committee), J31 (Professional Development Coordinator Search Committee).</p>

Date	Category	Motion
4/11/2010	Publication	<p>Motion to strike “and will be concurrent with the term of the Journal Production Manager” in the 12.3.2 Edition bullet and “will be concurrent with the term of the Journal Editor in 12.3.3 Production Manager bullet.</p> <p>Motion to approve the amended motion that the terms of <i>MathAMATYC Educator</i> Editor and Production manager need not be concurrent.</p> <p>12.3.2 Editor The term length is five years.</p> <p>12.3.3 Production Manager The term length is five years.</p>
4/11/2010	Policy	<p>Motion to change “from” to “of” in the last paragraph and second line, add “/completed forms” after Interest Policy in the second last line.</p> <p>Motion to approve the amended motion that effective immediately, the following sections of the PPM will be changed to comply with new IRS guidelines:</p> <p>2.1.1 Conflict of Interest: The final sentence will have the word “annually” inserted. <u>Each AMATYC appointed or elected leader will sign the attached Conflict of Interest Agreement annually in order for the appointment to the position to be confirmed.</u></p> <p>5.9.2 Board Committees – Finance Committee: A new paragraph will be inserted under the EAC paragraph to read as follows:</p> <p><u>The Tax Review Committee consists of the President, the President-Elect, the Past President, the Treasurer, the Accounting Director and the Executive Director of Office Operations. Its annual charge is as follows: Review AMATYC’s year-end financials; Review IRS form 990 prior to its filing on May 15th; Review the Conflict of Interest Policy/completed form; answer questions and consider recommendations from the auditor.</u></p>

Date	Category	Motion
4/11/2010	Policy	<p>Motion that effective immediately the following policy will be placed in the Policy and Procedure Manual to comply with new IRS guidelines.</p> <p>Whistle Blower Protection Policy</p> <p>General</p> <p>The American Mathematical Association of Two-Year Colleges (AMATYC) will not tolerate intimidation, coercion, or discrimination of any kind against employees or other individuals who file complaints or who testify, assist, or participate in any manner in an investigation or hearing. All such acts against complainants or other participants should be reported immediately to the Executive Director of Office Operations.</p> <p>Reporting Responsibility</p> <p>It is the responsibility of all members and employees to report violations or suspected violations in accordance with this Whistleblower Policy.</p> <p>No Retaliation</p> <p>No member or employee who in good faith reports a violation shall suffer harassment, retaliation or adverse employment consequences. An employee who retaliates against someone who has reported a violation in good faith is subject to discipline up to and including termination of employment. A volunteer may be removed from an appointment or elected position.</p> <p>This Whistleblower Policy is intended to encourage and enable employees and others to raise serious concerns within AMATYC prior to seeking resolution outside AMATYC.</p> <p>Reporting Violations</p> <p>AMATYC has an open door policy and suggests that employees and members share their questions, concerns, suggestions or complaints with someone who can address them properly. Members or employees should report suspected violations to the Executive Director of Office Operations or to the President if the violation involves the EDOO.</p> <p>Accounting and Auditing Matters</p>

Date	Category	Motion
4/11/2010	Policy	<p>Motion the American Mathematical Association of Two-Year Colleges (AMATYC) shall retain records for the period of their immediate or current use, unless longer retention is necessary for historical reference or to comply with contractual or legal requirements. Records and documents outlined in this policy include paper and electronic files. An AMATYC employee shall not knowingly destroy a document with the intent to obstruct or influence an “investigation of any matter within the jurisdiction of the United States.” If an official investigation is underway or even suspected, document purging must stop in order to avoid criminal obstruction. In order to eliminate accidental or innocent destruction, AMATYC has the following document retention requirements:</p> <p>Type of Document</p> <p>Accounts receivable & payable ledgers & schedules -7 years Articles of Incorporation, charter, bylaws, minutes and other incorporation records - permanently Audit reports, Financial Statements: general/private ledgers, trial balance, journals - permanently Bank Reconciliation - 3 years Bank statements, deposit records, electronic fund transfer documents, & cancelled checks - 3 years Chart of accounts - permanently Checks (for important payments & purchases) Permanently Correspondence (general) - 3 years Correspondence (legal and important matters) Permanently Donations - 7 years Grants (funded) - 7 years after closure Internal audit reports - 7 years Purchase orders - 7 years Tax returns and worksheets - permanently</p>

Date	Category	Motion
4/11/2010	Mission Statement	Motion that effective immediately, the first bullet and the third bullet be rewritten as follows: <ul style="list-style-type: none"> • Ensure the preparation of mathematically and technologically literate citizens who are capable of making informed decisions, who have skills needed by business and industry, and who will continue to grow <i>in their quantitative literacy</i>; • Offer multiple opportunities for the preparation and continuing professional development of a competent and diverse mathematics faculty skilled in a variety of teaching modalities <i>addressing different</i> learning styles.
4/11/2010	Financil	Motion to amend the previous motion by adding “up to \$3000” in the last part of the sentence and change year 2011 to 2012.
4/11/2010	Financial	Motion to approve the amended motion that effective with the 2012 budget, the one course amount for reassigned time/clerical support as referenced in PPM 6.9.1 will be up to \$3000.
4/11/2010	Academic Committee	Motion to approve the amended motion that the Academic Committee chairs attend SPO effective 2012 and thereafter.
4/11/2010	Financial	Motion that the new chairs of the Statistics and Teacher Prep Committees be supported for a room and one day per diem in Boston in order to meet with their predecessors and with other committee chairs.
4/11/2010	Office	Additional Laptop Purchase Motion that allow the Office to purchase one additional laptop, out of replacement rotation established by the PPM, to provide three complete registration stations with database lookup and credit card processing at conference.

Date	Category	Motion
6/3/2010	Professional Development	<p>Motion that the following job description be approved for the Executive Director:</p> <p>JOB DESCRIPTION FOR EXECUTIVE DIRECTOR</p> <p>The American Mathematical Association of Two-Year Colleges (AMATYC) is an independent non-profit organization of education leaders, faculty, and administrators with the common goal of improving mathematics education and providing quality professional development, focusing on mathematics at two-year colleges. AMATYC's mission is to promote and increase awareness of the role of two-year colleges in mathematics education. The AMATYC Executive Director will supervise contract employees, represent AMATYC at a variety of events and attend AMATYC meetings.</p> <p>Primary Duties Include:</p> <ul style="list-style-type: none"> • Supervise existing contract employees for the organization in conjunction with the Executive Board and the Executive Director for Office Operations; • Maintain awareness of mathematics education issues in two-year colleges; • Ensure ongoing, effective communications among members; • Recommend initiatives to the Board and implement activities that support Board initiatives; • Represent AMATYC at meetings/conference/events throughout the country; • Schedule and conduct visits to the appropriate agencies/organizations to introduce the new AMATYC leadership within six months after a change in officers; • Communicate and collaborate with executive directors of other professional mathematics organizations to network, gather information, and share concerns; • Attend AMATYC Board meetings, including the Strategic Planning Orientation Meeting, as a non-voting member; • Attend the AMATYC annual conferences; • Serve as an ex-officio member of the AMATYC Foundation Board and work to establish and maintain relationships with outside funding sources, public and private; • Perform other duties as assigned by the AMATYC President and Executive Board.

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		<p>Minimum Qualifications</p> <ol style="list-style-type: none"> 1. The candidate must have a Bachelor's Degree from an accredited educational institution. This person should be a self-starter with good organizational and communication skills, and the ability to facilitate the efforts of others. The candidate should be knowledgeable about mathematics education at two-year colleges and have a passion for mathematics education improvement. The candidate should be able to show evidence of budget management. Be conversant about AMATYC's mission, goals, strategic plan, and activities. 2. Be able to travel regularly. 3. Maintain a flexible schedule. 4. Be able to work without direction and possess good interpersonal skills. 5. Be able to communicate effectively orally and in writing. <p><u>Desired Qualifications</u></p> <p>Preference will be shown for candidates with experience with non-profit organizations. Successful grant writing experience is preferred. Preference will be given to candidates who have taught two-year college mathematics and are a regular/life member of AMATYC. The ideal candidate will be versed in standards-based mathematics education.</p> <p>This position will require travel on a regular basis to the AMATYC national office in Memphis, to Washington DC, and to other locations as needed. The successful candidate will have a working knowledge of electronic communications. This position is initially an 18-hour per week position, but could increase. Salary will be commensurate with experience and the starting date is approximately June 1, 2011.</p>

Date	Category	Motion
6/3/2010	Office	<p>Motion that the following job description be approved for the Executive Director:</p> <p>JOB DESCRIPTION FOR EXECUTIVE DIRECTOR</p> <p>The American Mathematical Association of Two-Year Colleges (AMATYC) is an independent non-profit organization of education leaders, faculty, and administrators with the common goal of improving mathematics education and providing quality professional development, focusing on mathematics at two-year colleges. AMATYC's mission is to promote and increase awareness of the role of two-year colleges in mathematics education. The AMATYC Executive Director will supervise contract employees, represent AMATYC at a variety of events and attend AMATYC meetings.</p> <p>Primary Duties Include:</p> <ul style="list-style-type: none"> • Supervise existing contract employees for the organization in conjunction with the Executive Board and the Executive Director for Office Operations; • Maintain awareness of mathematics education issues in two-year colleges; • Ensure ongoing, effective communications among members; • Recommend initiatives to the Board and implement activities that support Board initiatives; • Represent AMATYC at meetings/conference/events throughout the country; • Schedule and conduct visits to the appropriate agencies/organizations to introduce the new AMATYC leadership within six months after a change in officers; • Communicate and collaborate with executive directors of other professional mathematics organizations to network, gather information, and share concerns; • Attend AMATYC Board meetings, including the Strategic Planning Orientation Meeting, as a non-voting member; • Attend the AMATYC annual conferences; • Serve as an ex-officio member of the AMATYC Foundation Board and work to establish and maintain relationships with outside funding sources, public and private; • Perform other duties as assigned by the AMATYC President and Executive Board.

Date	Category	Motion
		<p>Minimum Qualifications</p> <ol style="list-style-type: none"> 1. The candidate must have a Bachelor's Degree from an accredited educational institution. This person should be a self-starter with good organizational and communication skills, and the ability to facilitate the efforts of others. The candidate should be knowledgeable about mathematics education at two-year colleges and have a passion for mathematics education improvement. The candidate should be able to show evidence of budget management. Be conversant about AMATYC's mission, goals, strategic plan, and activities. 2. Be able to travel regularly. 3. Maintain a flexible schedule. 4. Be able to work without direction and possess good interpersonal skills. 5. Be able to communicate effectively orally and in writing. <p><u>Desired Qualifications</u></p> <p>Preference will be shown for candidates with experience with non-profit organizations. Successful grant writing experience is preferred. Preference will be given to candidates who have taught two-year college mathematics and are a regular/life member of AMATYC. The ideal candidate will be versed in standards-based mathematics education.</p> <p>This position will require travel on a regular basis to the AMATYC national office in Memphis, to Washington DC, and to other locations as needed. The successful candidate will have a working knowledge of electronic communications. This position is initially an 18-hour per week position, but could increase. Salary will be commensurate with experience and the starting date is approximately June 1, 2011.</p>
6/26/2010	SBM 2010 Minutes	<p>Motion that Effective immediately that the SBM 2010 minutes page 25, paragraph 4, line 2 be amended to \$50,000 rather than \$500,000.</p>

Date	Category	Motion
6/26/2010	Pathways	<p>Motion that the attached AMATYC/Carnegie Pathways job descriptions, AMATYC Pathways Content Liaison and AMATYC Pathways Networking Liaison be approved. Terms of appointment for each AMATYC appointee will be for two years, beginning August 15, 2010 and ending August 15, 2012.</p> <p>The attached draft budget in the amount of \$25,000 in each of 2010 and 2011 will be administered and managed by the AMATYC President and Past President.</p>
6/26/2010	Pathways	<p>Motion that Jack Rotman be appointed as the AMATYC Pathways Content Liaison. Term of appointment shall be for two years, beginning August 15, 2010 and ending August 15, 2012.</p> <p>The AMATYC Pathways Content Liaison will be compensated in each of 2010 and 2011 according to the draft budget and will be administered and managed by the AMATYC president and Past President, in collaboration with the AMATYC office.</p> <p>Motion to table the appointment until the details to be worked out and to postpone until no later than August 15.</p>
6/26/2010	Pathways	<p>Motion that Julie Phelps (FL) be appointed as the AMATYC Pathways Networking Liaison. Term of appointment shall be for two years, beginning August 12, 2010 and ending August 15, 2012.</p> <p>The AMATYC Pathways Networking Liaison will be compensated in each of 2010 and 2011 according to the draft budget and will be administered and managed by the AMATYC President and Past President, in collaboration with the AMTAYC office.</p>
6/26/2010	Foundation	<p>Motion that \$10,000 be allocated from special projects as a contribution to the AMATYC Foundation endowment by August 1, 2010 to jump-start the 2010-2011 campaign.</p>
6/26/2010	Professional Development	<p>Motion that Pat Rhodes be appointed as Professional Networking Coordinator. The term will begin immediately and be reviewed at EOC 2011.</p>
6/26/2010	Publications	<p>Motion that effective in 2011, the publication dates for MathAMATYC Educator will be: September 15, February 15, and May 15.</p>

Date	Category	Motion
6/26/2010	Academic Committee	Motion effective EOC 2010 (Boston) that John Climent, Cecil College be appointed chair of the Statistics Committee. The appointment is for one year and will end EOC 2011. (Pending membership verification)
6/26/2010	Conference	Motion that the following individuals be approved and added as members of the AMATYC 2010 Boston Local Arrangement Committee, pending verification of AMATYC membership: Dave Henry, Bristol Community College Gary Tataronis, Mass. College of Pharmacy
6/26/2010	Conference	Motion that the following order of cities be used in negotiating for the 2016 annual conference. 1) Denver 2) San Diego, Ca 3) Albuquerque
6/26/2010	AMATYC Office	Motion to purchase a commemorative paver (brick) for the Southwest Walk of Honor for the Macon Campus.
7/27/2010	Conference	That the 2017 AMATYC Conference be held at the Town & Country Resort in San Diego, CA.
8/6/2010	Pathway	That Jack Rotman be appointed as the AMATYC Pathways Content Liaison for a term of appointment of two years, beginning August 23, 2010 and ending August 15, 2012 and that Jack continues to serve as AMATYC DMC Chair through the end of conference 2010. The AMATYC Pathways Content Liaison will be compensated in each of 2010 and 2011 according to the draft budget and will be administered and managed by the AMATYC President and Past President, in collaboration with the AMATYC office.

Date	Category	Motion
11/7/2010	Conference	<p>Motion that the following individuals from Florida State College at Jacksonville be approved as members of the AMATYC 2012 Jacksonville Local Arrangement Committee, pending verification of AMATYC membership:</p> <p>Abu-Sawwa, Marwan mabusaww@fscj.edu Coleman, George gcoleman@fscj.edu Coughenour, Tracey tcoughen@fscj.edu Eschen, Nancy D. neschen@fscj.edu Holcomb, Judy M jholcomb@fccj.edu Kitto, Wei wkitto@fscj.edu Landry, Anne alandry@fscj.edu Martin, Donna dmartin@fccj.edu McLeod, Joyce L. jmcleod@fscj.edu Mitchell, Matthew A. mmitchel@fscj.edu Moore, Ronald rmoore@fccj.edu Nikki Grantham ngrantha@fscj.edu Noble, Lyn A. lnoble@fscj.edu Nunley, Amanda anunley@fscj.edu Serdynski, Deborah dserdys@fscj.edu Shawver, Jerry E. jshawver@fscj.edu Vintu, Adina M. avintu@fscj.edu Watkins, Edward B ewatkins@fccj.edu</p>
11/7/2010	Conference	<p>Motion that to appoint the following members to the Editorial Panel of MathAMATYC Educator, pending membership verification:</p> <p>Northeast Region: Jane-Marie Wright, Suffolk CC, Term EOC 2010- EOC 2013 Mid-Atlantic Region: Amber Rust, University of Maryland, Term EOC 2010- EOC 2013 Northwest Region: Judy Atkinson, University of Alaska, Fairbanks, Term EOC 2010-EOC 2012 Southwest Region: Tim Mayo, Mohave CC, EOC 2010- EOC 2011 Southeast Region: Jason Whitt, Southwest Tennessee CC,EOC 2010- EOC 2013</p>

Date	Category	Motion
11/7/2010	Conference	<p>Motion that Effective at the End of Conference 2010, that the PPM 6.10.3 be revised according to the attachment.</p> <p>PPM 6.10.3 – Conference Reimbursement</p>
11/7/2010	Conference	<p>Motion that the number of state/province delegates for the period 4/1/2011 through 3/31/2013 shall be two delegates per state/province, with the following exceptions:</p> <p>California shall have four (4) additional delegates for a total of six (6). Illinois shall have one (1) additional delegate for a total of three (3). New York shall have one (1) additional delegate for a total of three (3). North Carolina shall have one (1) additional delegate for a total of three (3). Texas shall have one (1) additional delegate for a total of three (3)</p>
11/7/2010	Conference	<p>Motion that the following individuals be added to the AMATYC 2011 Austin Local Arrangement Committee, pending verification of AMATYC membership:</p> <p>Hons, Brian, San Antonio College, bhons@alamo.edu Mike McCarthy, Austin CC, mmccarth@austincc.edu Molina, Juan, Austin CC, jcmolikna@austkncc.edu Sledge, Sharon, San Jacinto College, Sharon.sledge@sjcd.edu</p>
11/7/2010	Academic Committee	<p>Amended motion that the special fund established for 2010 to support travel on behalf of the New Life project be continued at the same level for 2011. This amounts to \$5000 from special projects. Any expenditures must be pre-approved by the President.</p>
11/7/2010	Academic Committee	<p>MOTION that the Board approves the scheduling a six-speaker Themed Session for the ITLC for the 2011 annual AMATYC conference. Title: Innovative Teaching and Learning.</p>
11/7/2010	Academic Committee	<p>Motion that the Board approves the scheduling of a six-speaker Themed Session for the MIC for the 2011 annual AMATYC conference. Title: Teaching and Learning in Pre-calculus, Calculus, and Beyond</p>

Date	Category	Motion
11/7/2010	Academic Committee	MOTION that the PAC committee would like to have a 6-speaker Themed Session in Austin in 2011 annual AMATYC conference.
11/7/2010	Service	Motion that effective with January 2011 issue, the January issue of the <i>AMATYC News</i> will be printed in 4-color, while the other 3 issues each year continue to be printed in 2-color.
11/7/2010	Service	MOTION that the AMATYC Board create a short term ad hoc committee to look at a request from EBSCO to have MathAMATYC Educator be included in their database. The committee should include the Editor and the legal advisor of AMATYC.
11/7/2010	Service	Motion that Jim Roznowski, Delta College, University Center, MI, be re-appointed to the position of production manager of the <i>MathAMATYC Educator</i> for one additional year, concluding at the end of conference in 2011, pending membership verification. In approving this motion, the Board is giving special approval for this individual to hold two positions in the organization.
11/7/2010	Service	Motion that the following changes related to AMATYC publications on the website by approved: <ul style="list-style-type: none"> • The <i>AMATYC News</i> clips from the most recent issue to be highlighted on the AMATYC website will be sent to the AMATYC Website Coordinator to be published on the website at a time that corresponds to the publication date of the current newsletter. • Former complete issues of the <i>AMATYC News</i> will be sent to the AMATYC Website Coordinator to be published on the website 6 months after the original publication date of the newsletter. • The <i>MathAMATYC Educator</i> table of contents and abstracts to be included on the AMATYC website will be sent to the AMATYC Website Coordinator to be published on the website at a time that corresponds to the publication date of the current issue.
11/7/2010	Conference	Motion that the attached logo and theme for the 2012 AMATYC Annual Conference be approved. A color logo will be provided at the board meeting.

Date	Category	Motion
11/7/2010	Conference	<p>Motion to replace section 8.7.3 of the PPM with the following language: Mailing labels, in the form of paper labels or a word file, or Email addresses will be provided for Commercial Presenters for a one time use to advertise the commercial presentation. The advertisement to be sent must be approved by the Exhibit Chair and the Conference Coordinator prior to the labels or emails being sent to the company. Attendees have the option to opt out when they register. This change would take effect for the 2011 conference.</p>
11/8/2010	Finance	<p>Motion that the office staff of AMATYC receive a 2% raise effective January 1, 2011.</p>
11/8/2010	Board	<p>Motion that the attached templates be used for board reports beginning with the Spring, 2011 board meeting.</p> <p>The template for Committee Chairs Board report would replace the numbered list of items to be contained in the chair report in Section 9.3.1 of the PPM The template for National Offices/Vice Presidents Board Report would be added to section 5.1.2 of the PPM The template for Coordinators and Directors Report would be added to Sections 10, 11, and 12 of the PPM</p>
11/8/2010	Personnel	<p>The Board approved the following appointments, pending membership verification: Carol Murphy, Local Events Coordinator for the 2013 Annual AMATYC conference in Anaheim, California Kathy Almy, chair of the Developmental Mathematics Committee effective EOC 2010 through the EOC 2011 Kendall Jacobs, chair of the Teacher Preparation Committee effective EOC 2010 through the EOC 2011 Jim Roznowski, production manager of the <i>MathAMATYC Educator</i> for one additional year, concluding at the EOC 2011</p>
11/8/2010	Conference	<p>Motion to approve the creation of a task force to make recommendations related to the AMATYC Conference. Areas to be reviewed include, but are not limited to, the conference structure and the incorporation of technology. A final report and recommendations will be presented at SBM12.</p>

Date	Category	Motion
11/8/2010		<p>Motion that the following changes be made to shorten the length of email ballots. The new policy is attached.</p> <p>5.1.3 Procedures for E-mail Motions</p> <p>Purpose</p> <ol style="list-style-type: none"> 1. E-mail motions are used in between regular Board meetings to allow the Board to approve motions that are determined to be time-sensitive and cannot be postponed to the next regular Board meeting. E-mail motions may also be used to conclude business from the previous regular Board meeting. 2. The President, in consultation with the Past-President and President-Elect, determines when an e-mail motion is needed. <p>Procedures and Timeline</p> <ol style="list-style-type: none"> 1. Motions, together with rationale and budget implications, shall be proposed by the President, possibly at the suggestion of another Board member. 2. The Secretary sends out the e-mail motion to all Board members, Executive Director of Office Operations, Executive Director of External Relations, and Conference Coordinator. Executive Session e-mail motions are only sent to the individuals who would normally be invited by the President to attend executive sessions at a regular Board meeting (see Policy and Procedures Manual section 5.1.1) 3. The e-mail motion will contain the original motion, rationale, and budget implications, as well as the time periods for discussion and voting. 4. The Secretary will ask Board members to confirm receipt of the e-mail motion. 5. The discussion period will begin immediately after distribution of the e-mail motion, and end at 5:00 pm Pacific <i>four</i> days following the distribution of the motion. The number of days for the discussion period will be increased as many days as needed so that the ending date falls on a business day. 6. The voting period will begin at 12:01 am Eastern on the first business day following the end of the discussion period, and end at 5:00 pm Pacific in three business days.

Date	Category	Motion
		<p>7. After the end of the voting period, the Secretary will announce the vote results, including a tally of votes submitted. The announcement will be sent to all Board members, Executive Director of Office Operations, Executive Director of External Relations, and Conference Coordinator.</p> <p>8. The motion passes if “Yes” votes outnumber “No” votes (see 5.1.3.6 for voting options).</p> <p>9. The Secretary will include a listing of all e-mail motions (including e-mail motions that were withdrawn) and the approval dates in a report for the next regular Board meeting.</p> <p>10. Only one e-mail main motion shall be considered in each e-mail session/meeting. Each e-mail session shall be considered a separate e-mail meeting. If more than one e-mail main motion is to be considered, the President shall originate a separate e-mail session for each e-mail motion. Each e-mail session shall be titled with a unique title which will include the motion title. The President shall insure that discussion pertains to only one motion.</p> <p>11. Separate e-mail sessions/meetings may overlap in the same time frame. Each e-mail session shall be considered a separate e-mail meeting.</p> <p>Quorum</p> <p>1. The number of confirmations necessary for a quorum is 50% of the Board members who were sent the e-mail motion.</p> <p>2. If a quorum is not achieved within 48 hours of the initial distribution of the e-mail motion, the motion will be considered invalid, and will be withdrawn by the President.</p> <p>Discussion</p> <p>1. Discussion will be primarily by e-mail sent to the distribution list for the e-mail motion.</p> <p>2. A teleconference can be scheduled at the request of at least two Board members. The request for a teleconference must be made no later than the fourth day of the discussion period. If the teleconference cannot be scheduled during the discussion period, the President, without objection, may extend the discussion period up to seven days after the original discussion deadline.</p>

Date	Category	Motion
		<p data-bbox="646 269 1965 410">3. Any Board member may make a motion to extend the discussion period. This motion must be seconded by another Board member. Without objection, the President may extend the discussion period as stated in the motion. The maximum extension allowed is seven days after the original discussion deadline.</p> <p data-bbox="600 456 781 483">Amendments</p> <ol data-bbox="646 529 1980 1068" style="list-style-type: none"> <li data-bbox="646 529 1980 670">1. A maximum of one amendment may be approved for any e-mail motion. If, during a motion's discussion period, it is determined that the motion will require more than one amendment, the motion should be withdrawn. A new motion may be presented for an e-mail vote if the President determines it is needed based on the criteria above. <li data-bbox="646 675 1980 816">2. Any Board member may make a motion to amend the original motion. This motion must be seconded by another Board member. The amendment motion will have a discussion period of seven days, followed by a voting period of three business days. All the policies that apply to the original e-mail motion will apply to the amendment motion. <li data-bbox="646 821 1980 963">3. If the amendment is approved, the amended motion will be sent out by the Secretary to all individuals on the distribution list for the original e-mail motion. The amended motion will have a discussion period of seven <i>four</i> days, followed by a voting period of three business days. All the policies that apply to the original e-mail motion will apply to the amended motion. <li data-bbox="646 967 1980 1068">4. No amendment to an amendment of a motion can be offered. If an amendment needs to be amended, it is expected that the initial amendment will be withdrawn, at which point a new amendment may be offered. <p data-bbox="600 1114 693 1141">Voting</p> <ol data-bbox="646 1187 1948 1365" style="list-style-type: none"> <li data-bbox="646 1187 1948 1255">1. Only Board members are eligible to vote. For Executive Session e-mail motions, any Board member who is excluded from the discussion is ineligible to vote. <li data-bbox="646 1260 1224 1287">2. The President votes only to break a tie. <li data-bbox="646 1292 1948 1365">3. Board members shall vote "Yes", "No", or "Abstain" by private e-mail to the President and the Secretary only.

Date	Category	Motion
		<p>4. Any Board member may send in an early vote if circumstances prevent them from sending in their vote during the voting period.</p> <p>5. The President and Secretary will keep track of the votes, and verify tallies after the conclusion of the voting period.</p>
11/8/2010	Personnel	<p>Motion that funding for the entire cost of two reassigned classes (three-credit hours each class) be provided to purchase reassigned time for Keven Dockter, in his role as AMATYC Conference Coordinator, during the period of 1/1/2011 to 12/31/2011. Funding, up to a total of \$9300, will come from Special Projects fund.</p>
11/8/2010	Financial	<p>Motion that effective January 1, 2012, the AMATYC per diem be increased to \$35 per day to be broken down as follows: \$9 breakfast, \$9 lunch, \$17 dinner.</p>

Date	Category	Motion
11/8/2010	Office	<p>Motion that section 5.8 of the PPM be replaced immediately with the language attached to this motion.</p> <p>5.8 EXECUTIVE DIRECTOR</p> <p><u>Appointment Process</u></p> <p>The Executive Director is appointed by the Executive Board.</p> <p><u>Term of Office</u></p> <p>The Executive Director will serve at the pleasure of the Board.</p> <p>Minimum Qualifications</p> <ol style="list-style-type: none"> 1. The candidate must have a Bachelor's Degree from an accredited educational institution. This person should be a self-starter with good organizational and communication skills, and the ability to facilitate the efforts of others. The candidate should be knowledgeable about mathematics education at two-year colleges and have a passion for mathematics education improvement. The candidate should be able to show evidence of budget management. Be conversant about AMATYC's mission, goals, strategic plan, and activities. 2. Be able to travel regularly. 3. Maintain a flexible schedule. 4. Be able to work without direction and possess good interpersonal skills. 5. Be able to communicate effectively orally and in writing.

Date	Category	Motion
		<p><u>Desired Qualifications</u></p> <p>Preference will be shown for candidates with experience with non-profit organizations. Successful grant writing experience is preferred. Preference will be given to candidates who have taught two-year college mathematics and are a regular/life member of AMATYC. The ideal candidate will be versed in standards-based mathematics education.</p> <p>This position will require travel on a regular basis to the AMATYC national office in Memphis, to Washington DC, and to other locations as needed. The successful candidate will have a working knowledge of electronic communications.</p> <p><u>Primary Duties</u></p> <ul style="list-style-type: none"> • Collaborate with the EDOO to oversee the operation of the organization; • Maintain awareness of mathematics education issues in two-year colleges; • Ensure ongoing, effective communications among members; • Recommend initiatives to the Board and implement activities that support Board initiatives; • Represent AMATYC at meetings/conference/events throughout the country; • Schedule and conduct visits to the appropriate agencies/organizations to introduce the new AMATYC leadership within six months after a change in officers; • Communicate and collaborate with executive directors of other professional mathematics organizations to network, gather information, and share concerns; • Attend AMATYC Board meetings, including the Strategic Planning Orientation Meeting, as a non-voting member; • Attend the AMATYC annual conferences; • Serve as an ex-officio member of the AMATYC Foundation Board and work to establish and maintain relationships with outside funding sources, public and private; • Perform other duties as assigned by the AMATYC President and Executive Board.
11/8/2010	Board	Motion that the SBM 2011 will be held in Memphis and shortened by one day.

Date	Category	Motion
11/8/2010	Board	<p>Motion that the following proviso be added to the newly ratified bylaws: That the current AMATYC Board shall serve from the end of the 2009 conference to December 31, 2011.</p>
11/9/2010	Publication	<p>Motion that PPM 12.2.1 and PPM 12.4.1 be revised as follows immediately.</p> <p>Policy 12.2.1 AMATYC News, Publications Policies Distribution 6. Delete all of it and renumber 7 as 6 with the following language: All issues of the AMATYC News will be placed on the AMATYC website upon publication.</p> <p>Policy 12.4.1 Website Content AMATYC Material 6. The MathAMATYC Educator is an exception: A. All issues of the AMATYC News will be placed on the AMATYC website upon publication. (strike the rest of A) B. Significant portions of the MathAMATYC Educator should not be used without consulting the MathAMATYC Educator Editor.</p> <p>i. The Table of Contents and the abstracts of articles from the MathAMATYC Educator shall be placed on the AMATYC website. One or two articles from the current editions of the MathAMATYC Educator may be placed on the AMATYC website. The President, with consultation with the MathAMATYC Educator editor and liaison will select the articles. All items will be sent to the AMATYC Website Coordinator to be published on the website at a time that corresponds to the publication date of the issue.</p>
11/9/2010	Conference	<p>Motion that one affiliate scholarship in the form of a complimentary conference registration (member rate, early registration) be given to each affiliate to be awarded to an individual. It is recommended that this be given to an individual who hasn't previously attended an AMATYC conference. An individual can receive this scholarship only one time from the affiliate. These scholarships will be made available for the 2011 Austin and 2012 Jacksonville conferences. The funding for these affiliate scholarships will come out of Special Projects. The effectiveness of this initiative will be reported at the 2013 SBM.</p>

Date	Category	Motion
11/9/2010	Finance	Motion to approve 2010 budget as presented.
11/9/2010	Publication	Motion that up to \$150 be allotted in 2011 to be used as prize(s) for student(s) whose design(s) are selected as finalists of the AMATYC News redesign project.
11/9/2010	Conference	Motion that effective with the 2011 AMATYC Annual Conference, a maximum of eight hours of video of sessions or workshops will be recorded and edited.
11/9/2010	Conference	<p>The amended Motion that the two initiatives below, put forth by the Membership & Marketing Committee and approved by the Executive Board in 2008 and continued through 2010, be continued indefinitely.</p> <p>1. Discount Registration for New Conference Attendees (\$50); originally approved at SBM08.</p> <p>2. Coupon for New Conference Attendees to receive discount for following year's membership dues (\$50); originally approved at SBM08.</p> <p>Additionally, the Bring-a-Friend Campaign originally approved at SBM08 will be retired.</p>
11/9/2010	Conference	<p>Motion that the Thursday evening First-time Attendee Social Event, first held at the annual AMATYC conference in Las Vegas in 2009 and continued in Boston 2010, be institutionalized as an annual conference event with the expectation that this event will take place at every annual AMATYC conference.</p> <p>That the AMATYC budget be updated to include a separate line item for this event in the conference budget, beginning in 2012, and be taken from special projects in 2011.</p> <p>Should the Conference Committee determine that it is not in the organization's best interests to hold the event in a given year, the Committee will notify the Executive Board of their determination and the Executive Board will discuss how to proceed.</p>
11/9/2010	Academic Committee	Motion that the Teacher Preparation Committee present a six session Themed Session during the 2011 Annual AMATYC Conference being held in Austin, TX.

Date	Category	Motion
11/9/2010	Conference	Motion that the Local Events Community determines if a community service project can be easily conducted at the site of their conference. If such a project is feasible and desirable, the LEC Chair will inform the Conference Coordinator of what the event is by the previous year's conference The CC and LEC Chair will determine all details for implementation of the project. These projects must be approved by the Board at the previous year's FBM.
11/13/2010	Academic Committee	The amended Motion that effective January 1, 2011, that each of the nine AMATYC Academic Committees be allocated up to \$1000 from Special Projects if they want to offer free webinars during 2011. The money may be used for stipends to the presenters or other webinar purposes. There will be an evaluation following each webinar. An additional \$1000 may be spent for a webinar platform for the organization.
11/29/2010	AMATYC Office	Per the PPM (section 5.5), 2009-2010 Board members vote to approve the motion That Cheryl Cleaves be re-appointed as AMATYC's Executive Director of Office Operations for a one-year appointment, beginning on January 1, 2011 and ending on December 31, 2011 (pending membership verification).
12/7/2010	Committee	That Maria Andersen be appointed as Professional Development Coordinator on January 1, 2011 for a one-year term, pending membership verification.
12/17/2010	Conference	That the AMATYC Conference Coordinator begin negotiations for the 2018 annual AMATYC Conference with the Disney Coronado Springs Resort, pending a signed contract for 2018 with Experient.

Date	Category	Motion																									
4/30/2011	Developmental Mathematics Committee	<p>Motion that the persons named in the table below be appointed as regional representatives for the Developmental Mathematics Committee pending membership verification. Their term of service will begin immediately and will end at EOC 2011.</p> <table><tr><th>Name</th><th>College</th><th>State</th><th>Email</th><th>Region</th></tr><tr><td>Richard Leedy</td><td>Polk State College</td><td>FL</td><td>rleedy@polk.edu</td><td>South East Reg Rep</td></tr><tr><td>Vasu Lyengar</td><td>Mott Community College</td><td>MI</td><td>vasu.iyengar@mcc.edu</td><td>MidWest Reg Rep</td></tr><tr><td>Carren Walker</td><td>Clark College</td><td>WA</td><td>cwalker@clark.edu</td><td>North West Reg Rep</td></tr><tr><td>Laura Kalbaugh</td><td>Wake Technical Community College</td><td>NC</td><td>lmkalbaugh@waketech.edu</td><td>Member At-Large</td></tr></table>	Name	College	State	Email	Region	Richard Leedy	Polk State College	FL	rleedy@polk.edu	South East Reg Rep	Vasu Lyengar	Mott Community College	MI	vasu.iyengar@mcc.edu	MidWest Reg Rep	Carren Walker	Clark College	WA	cwalker@clark.edu	North West Reg Rep	Laura Kalbaugh	Wake Technical Community College	NC	lmkalbaugh@waketech.edu	Member At-Large
Name	College	State	Email	Region																							
Richard Leedy	Polk State College	FL	rleedy@polk.edu	South East Reg Rep																							
Vasu Lyengar	Mott Community College	MI	vasu.iyengar@mcc.edu	MidWest Reg Rep																							
Carren Walker	Clark College	WA	cwalker@clark.edu	North West Reg Rep																							
Laura Kalbaugh	Wake Technical Community College	NC	lmkalbaugh@waketech.edu	Member At-Large																							
4/30/2011	Innovative Teaching and Learning Committee	<p>Motion that the AMATYC Board approve, in concept, the position paper from the ITLC on Proctored Testing.</p>																									
4/30/2011	Research in Mathematics Education at Two-Year Colleges	<p>Motion that effective EOC 2011, the Research in Mathematics Education for Two-Year Colleges Committee be moved from an emerging issues committee to a full academic committee.</p>																									
4/30/2011	Publication	<p>Motion that effective with August 2011 issue, in conjunction with the roll out of the new design for the News, and thereafter, the AMATYC <i>News</i> will be printed in 4-color. January is currently printed in 4 colors.</p>																									
4/30/2011	Board	<p>Motion that the AMATYC Board approve Level 1 support for the NSF TUES proposal in 2011-12 and 2012-13, titled Quantitative Literacy and Reasoning Assessment (QLRA), principal investigator Eric Gaze, Director of the QR Program, Bowdoin College (MA). Draft Proposal and details attached.</p>																									

Date	Category	Motion
4/30/2011	Professional Development	<p>Amended motion that the following guidelines be adopted for AMATYC sponsored webinars -</p> <ol style="list-style-type: none"> 1. Webinars will be developed by AMATYC committees or other interested groups. 2. Webinars will be coordinated by the Professional Development Coordinator. This includes both scheduling and training session(s) for the presenter(s). 3. Advertising for the webinars will be handled cooperatively among the Professional Development Coordinator, the President, and the AMATYC office. Ideally, notification to members should be made 30 days in advance of the webinar. Should there be open spaces seven days prior to the webinar, registration will be open to non-AMATYC members. 4. An evaluation of each webinar will be conducted at the conclusion of session and shared with the presenter(s), Professional Development Coordinator, the Professional Development Committee, and the AMATYC executive board. 5. Webinars should be recorded and archived on the AMATYC website in video form.
4/30/2011	Professional Development	<p>Motion that the Executive Board members be allowed present Webinars sponsored by the Professional Development Committee and led by the Professional Development Coordinator. Executive Board members will not accept financial compensation that exceed direct costs for such presentations.</p>

Date	Category	Motion																																																																		
4/30/2011	Conference	<p>Motion that the early registration fee for the 2012 Jacksonville Annual Conference be set at \$325 and that PPM 6.11.2 be adjusted to reflect that rate.</p> <p>6.11.2 Conference Registration Fees All conference related fees will be determined by the Executive Board at the Spring Executive Board Meeting eighteen months prior to the conference.</p> <table> <tr> <th></th><th>Austin (2011)</th><th>Jacksonville (2012)</th></tr> <tr> <td>1. Discount Registration</td><td></td><td></td></tr> <tr> <td>Member</td><td>\$325</td><td>\$325</td></tr> <tr> <td>Non-member</td><td>\$430</td><td>\$430</td></tr> <tr> <td>Graduate Student member</td><td>\$125</td><td>\$125</td></tr> <tr> <td>Graduate Student non-member</td><td>\$150</td><td>\$150</td></tr> <tr> <td>2. Regular Registration</td><td></td><td></td></tr> <tr> <td>Member</td><td>\$365</td><td>\$365</td></tr> <tr> <td>Non-member</td><td>\$470</td><td>\$470</td></tr> <tr> <td>Graduate Student member</td><td>\$165</td><td>\$165</td></tr> <tr> <td>Graduate Student non-member</td><td>\$190</td><td>\$190</td></tr> <tr> <td>3. Single Day Discount Registration</td><td></td><td></td></tr> <tr> <td>Member</td><td>\$125</td><td>\$125</td></tr> <tr> <td>Non-member</td><td>\$150</td><td>\$150</td></tr> <tr> <td>Graduate Student member</td><td>\$50</td><td>\$50</td></tr> <tr> <td>Graduate Student non-member</td><td>\$75</td><td>\$75</td></tr> <tr> <td>4. Single Day Regular Registration</td><td></td><td></td></tr> <tr> <td>Member</td><td>\$145</td><td>\$145</td></tr> <tr> <td>Non-member</td><td>\$170</td><td>\$170</td></tr> <tr> <td>Graduate Student member</td><td>\$70</td><td>\$70</td></tr> <tr> <td>Graduate Student non-member</td><td>\$95</td><td>\$95</td></tr> <tr> <td>5. Undergraduate college student, full conference registration</td><td>\$25</td><td>\$25</td></tr> </table>		Austin (2011)	Jacksonville (2012)	1. Discount Registration			Member	\$325	\$325	Non-member	\$430	\$430	Graduate Student member	\$125	\$125	Graduate Student non-member	\$150	\$150	2. Regular Registration			Member	\$365	\$365	Non-member	\$470	\$470	Graduate Student member	\$165	\$165	Graduate Student non-member	\$190	\$190	3. Single Day Discount Registration			Member	\$125	\$125	Non-member	\$150	\$150	Graduate Student member	\$50	\$50	Graduate Student non-member	\$75	\$75	4. Single Day Regular Registration			Member	\$145	\$145	Non-member	\$170	\$170	Graduate Student member	\$70	\$70	Graduate Student non-member	\$95	\$95	5. Undergraduate college student, full conference registration	\$25	\$25
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Date	Category	Motion
5/1/2011	Nomination	<p>Motion that Section 4.3.3 of the AMATYC Policy and Procedures Manual – Nominating Procedures #2, 3, 4 be revised as per the attached. This revision can be made immediately and will become effective with the 2013 elections.</p> <p>Section 4.3.3 Nominating Committee AMATYC Policy and Procedures Manual</p> <p>Membership – The Nominating Committee will consist of twelve persons.</p> <ol style="list-style-type: none"> The chair of the Nominating Committee is the Past-President, who serves as a non-voting member of the committee except in the case of a tie. At the conference in an election year the current President, who will chair the next Nominating Committee, will appoint three members who have served in AMATYC leadership positions (AMATYC Board, AMATYC Committee or Subcommittee Chair) and/or represent the diversity of the AMATYC membership to the Nominating Committee prior to the Delegate Assembly. The other eight members will be selected by the President from a list of regional candidates elected at the conference's regional meetings in the election year. Each region will elect one affiliate president, one delegate (who is not an affiliate president), and one member-at-large as the region's slate of candidates for the Nominating Committee. The member-at-large may be any AMATYC member, including one who is a delegate or an affiliate president. The President will select one candidate from the slate of each of the eight AMATYC regions prior to the Delegate Assembly. The eight regional members selected must include at least one affiliate president and two delegates. The President should consider ethnicity and gender when forming this committee. The President will present the list of Nominating Committee members to the Delegate Assembly for their information. Members of the Nominating Committee cannot be candidates in the election. <p>Nominating Committee Procedures <FBM 2009></p> <ol style="list-style-type: none"> The Nominating Committee should immediately begin the work of compiling a list of persons to consider for each office. During the next year, the work of the Committee should continue by mail/e-mail/phone. The Committee should meet at the next AMATYC conference one year prior to the election. Recommendations for nominations should be made to the Past-President prior to the fall conference of the year preceding the elections. Call for nominations should be made in issues #3, #4, and #5 of the News that precede the summer of an election. The call for nominations should be included in the AMATYC News Issue #2 in even years. Nomination materials should be mailed using USPS, FedEx, or other similar carrier and received by the Past-President on or before February 1 (or the next business day thereafter) of the election year. Nomination materials be submitted as a PDF document to the chair of the Nominating committee by the deadline according to the following guidelines: <ul style="list-style-type: none"> A complete nomination packet consists of the following materials in this order: <ul style="list-style-type: none"> (1) a formal letter of intent, signed electronically by the nominee/candidate; (2) a resume/vita for the nominee/candidate no longer than four pages; and (3) a letter of support from the college supervisor of the nominee/candidate on college letterhead and signed electronically. Nomination materials include a letter of intent that should indicate what strengths they will bring to the position, why they are interested in the position, and how they will help promote the mission of AMATYC. The letters should also state that they will allow their name to be considered by the Nominating Committee and the Board to be a candidate for the specified office(s), that if selected to be a candidate they would allow their name to be on the ballot, and that if elected, they will serve. Members who are willing to serve in more than one position should state their preferred order for the positions listed. Only one nomination packet is needed. In addition to the letter of intent, a nomination packet includes a resume of between 3 - 4 pages, a letter from the nominee's supervisor acknowledging the need for the individual to be away for up to a week in the fall and spring, if elected. Only the first 4 pages of the vita will be considered by the Nominating Committee. <p>The rest of Section 4.3.3 remains the same, but renumbered.</p>

Date	Category	Motion																								
5/1/2011	ME award	<p>Motion that Section 4.3.2 of the AMATYC Policy and Procedures Manual – Mathematics Excellence award (#5 and 6) be revised as per the attached. This revision can be made immediately and will become effective with the 2012 awards.*</p> <p>PPM 4.3.2 will be revised as follows:</p> <p>4.3.2 Mathematics Excellence Committee</p> <p>5. Timetable</p> <table> <tr> <th>TIME</th><th>SUPPORT ACTIVITIES</th><th>COMMITTEE ACTIVITIES</th></tr> <tr> <td>At Conference even # year</td><td>Regional representatives are elected at regional meetings and the time of the committee meeting at the conference is announced; the names of the representatives are forwarded to the Past-President. Call for nominations made (forms distributed) at regional meetings and affiliate presidents luncheon.</td><td>Committee meets and process explained</td></tr> <tr> <td>Early in odd # year</td><td>Article in <i>News</i> and letter sent to affiliates asking for nominations.</td><td>Committee members contact affiliate pres. and delegates in their region asking for nominations</td></tr> <tr> <td>Nov 1 odd # year</td><td>Nomination materials must be received by the Past-President.</td><td></td></tr> <tr> <td>At Conference odd # year</td><td>Past-President meets with committee; President (soon to be Past-President) attends when possible.</td><td>Committee meets to receive materials and discuss the tally process</td></tr> <tr> <td>Feb 1 even # year</td><td>(New) Past-President receives tallies and writes report for spring Board meeting.</td><td>Committee sends tallies to Past-President</td></tr> <tr> <td>Spring Board Meeting even # year</td><td>Board selects winner of ME Award; President notifies the winner.</td><td></td></tr> <tr> <td>Conf. even # year</td><td>Award presented.</td><td></td></tr> </table> <p>6. Nomination Materials The following information is to be submitted for each nominee. The nominator may submit all items (i-iii) below to the Past President as a pdf document. All letters require a signature. Electronic signatures are acceptable.</p> <p>i) A formal cover letter and letter of recommendation from nominator, not to exceed 3 pages.</p> <p>ii) A resume or vita, not to exceed 3 pages.</p> <p>iii) Two additional formal letters of recommendation.</p> <p>The letters of support and recommendation should be submitted on college letterhead. When appropriate. The letters of support and recommendation should elaborate on those qualities mentioned in the resume and/or that point out additional exemplary characteristics of the nominee that would be more helpful to the committee than letters simply reiterate items mentioned in the resume. In an effort to compare all candidates on the same basis, any additional materials submitted will not be considered. Incomplete nominations will not be considered.</p>	TIME	SUPPORT ACTIVITIES	COMMITTEE ACTIVITIES	At Conference even # year	Regional representatives are elected at regional meetings and the time of the committee meeting at the conference is announced; the names of the representatives are forwarded to the Past-President. Call for nominations made (forms distributed) at regional meetings and affiliate presidents luncheon.	Committee meets and process explained	Early in odd # year	Article in <i>News</i> and letter sent to affiliates asking for nominations.	Committee members contact affiliate pres. and delegates in their region asking for nominations	Nov 1 odd # year	Nomination materials must be received by the Past-President.		At Conference odd # year	Past-President meets with committee; President (soon to be Past-President) attends when possible.	Committee meets to receive materials and discuss the tally process	Feb 1 even # year	(New) Past-President receives tallies and writes report for spring Board meeting.	Committee sends tallies to Past-President	Spring Board Meeting even # year	Board selects winner of ME Award; President notifies the winner.		Conf. even # year	Award presented.	
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Date	Category	Motion
5/1/2011	Professional Development	Motion that the membership of the Professional Development Committee shall be composed of at least three Regional Vice Presidents and at least one national officer besides the President and no more than two at-large AMATYC members. The President, the Conference Coordinator, and the Professional Development Coordinator are ex officio members of this committee
5/1/2011	Professional Development	Motion that the Executive Board approve Pat Averbek as a member of the Professional Development Committee (PMV).
5/1/2011	Finance	Amended motion that the expenses from the Cash Account Register from October 1, 2010 through March 1, 2011 be approved.

Date	Category	Motion
5/1/2011	Strategic Planning	<p>Motion that the attached draft of the 2012-2017 AMATYC Strategic Plan be adopted. 2012-2017 AMATYC Strategic Plan (Draft) Opening Doors Through Mathematics</p> <p>Priority I – Provide professional development opportunities to all two-year college faculty.</p> <ul style="list-style-type: none"> A. Enhance the traditional opportunities for professional development B. Develop opportunities for professional development that utilize emerging technologies. C. Provide professional development focused on mentoring of faculty especially faculty new to teaching in two-year colleges. D. Advocate for the importance of and provide opportunities for professional development for adjunct faculty. <p>Priority II – Promote research on student learning in two-year colleges.</p> <ul style="list-style-type: none"> A. Promote research focused on student learning, acknowledging the impact that technology and data driven decisions have on education. B. Provide training to faculty interested in conducting classroom research. C. Pursue grants and other means of financial support for classroom research in teaching and student learning. D. Advocate for the continued improvement of textbooks and other instructional resources based on the lessons learned from classroom research. E. Advocate for faculty, departments, and colleges to institute innovative practices informed by research. F. Disseminate resources and best practices on teaching and learning to facilitate faculty development. <p>Priority III – Promote the review and improvement of two-year college mathematics curricula.</p> <ul style="list-style-type: none"> A. Support and promote the development and assessment of high quality mathematics education for all students.

Date	Category	Motion
		<p>B. Maintain a leading role in structuring a strong developmental mathematics experience for all students.</p> <p>C. Promote the consensus on the essential mathematics that students need in order to succeed in their chosen academic or career fields.</p> <p>D. Increase participation in Science, Technology, Engineering, and Mathematics (STEM) courses and programs through contacts with industry.</p> <p>E. Support the appropriate use of emerging technologies to promote an understanding of mathematics and its applications.</p> <p>F. Support continuous improvement of online/distance learning and continuous improvement of online delivered courses.</p> <p>Priority IV – Build and promote communities of educators in lower division collegiate mathematics across departments and institutions.</p> <p>A. Strengthen and expand the relationship between AMATYC and its affiliate organizations.</p> <p>B. Encourage membership among individuals interested or involved in mathematics instruction in the first two years of college.</p> <p>C. Expand opportunities for networking (locally, nationally, and internationally) of those interested in the first two years of collegiate mathematics to share ideas and provide support.</p> <p>D. Expand the relationship among instructors at two-year colleges and other faculty pre-K-20.</p> <p>Priority V – Communicate the vision, core values, mission, and goals of AMATYC and promote awareness of the organization.</p> <p>A. Maintain and promote the visibility of AMATYC at the national level as the primary voice for mathematics education during the first two years of college.</p> <p>B. Promote an understanding of the mission of two-year colleges and their mathematics programs.</p> <p>C. Be a strong voice for two-year college mathematics education.</p> <p>D. Develop and maintain relevant standards for two-year college mathematics education.</p> <p>E. Expand relationships with other organizations interested in the goals and objectives of AMATYC and interested in promoting quality mathematics education.</p> <p>F. Encourage the involvement of two-year college educators in state and national, Pre-K-20 initiatives.</p> <p>G. Work to increase state and national funding for two-year college mathematics education.</p>

Date	Category	Motion
5/1/2011	Board	Motion to accept the terms of agreement 2011-2012 Level Partnership with NISOD (National Institute for Staff and Organization Development)
5/1/2011	ACCESS	Motion that beginning with the 2012 Annual Conference in Jacksonville, AMATYC expand its commitment to ACCESS to include two nights lodging for every fellow in both cohorts as long as they are willing to share rooms when appropriate.

Date	Category	Motion
5/1/2011	Program Review	<p>Amended motion that the attached template be used to initiate a review for AMATYC academic committees. AMATYC Academic Committee Review Template</p> <p>An Evaluation Committee will be appointed by the board to review Academic Committees as the board deems necessary. The Evaluation Committee will consist of one national officer, one Vice President, and one academic committee chair whose committee is not under review.</p> <p>Evaluation: In order to gain background information on the academic committee being reviewed, the last six academic committee board reports will be requested from the AMATYC office and will be reviewed by the Evaluation committee. The Evaluation Committee will provide a report to the board that will include the following information recognizing the academic committee's strengths, weaknesses, and their implications.</p> <ul style="list-style-type: none"> • Quality of the academic committee including the number of committee members, presentations sponsored by the committee, communication vehicles of the committee, position statements, etc. • Alignment with and contributions to achieving the mission and goals and strategic initiatives of AMATYC • An evaluation of the academic committee's goals and objectives. • Progress on strategic goals and objectives proposed by the academic committee at the time of the last review. The Academic Committee's accountability will be assessed based on resources available and on how these resources were used to improve the quality of the committee and quantity of membership. Both internal and external communication and activities of the Committee throughout the year will be examined. <p>Recommendations : After a thorough study, the Evaluation Committee's will present a written report to the board listing recommendations, supported by its analysis of the academic committee's strengths, weaknesses, and their observations.</p>

Date	Category	Motion
5/1/2011	Personnel	<p>Amended motion that effective immediately, PPM 5.8 have the following added at the end:</p> <p>Goals and Objectives</p> <p>During the first week of employment the new Executive Director must complete section 1 of the AMATYC Appraisal Form with three short-term goals to be achieved in the first 90 days. By the end of the first month the new Executive Director must complete the section 2 of the AMATYC Appraisal Form with five long-term goals to be achieved after the 90 day introductory period. The AMATYC President must approve these goals.</p> <p>Appraisal</p> <p>The new Executive Director will be evaluated by a representative from the Personnel Committee appointed by the AMATYC President after 90 days on the job. The representative will use the AMATYC Appraisal Form</p> <p>Subsequently, the Executive Director will be evaluated annually by December 31st of each year using the AMATYC Appraisal Form by at least two representatives from the Personnel Committee, appointed by the AMATYC President.</p> <p>Finally, the Executive Director can ask for a Feedback evaluation using the AMATYC Appraisal Form at any time. A representative from the Personnel Committee appointed by the AMATYC President will be chosen to do the evaluation.</p> <p>Appraisal form</p>
5/1/2011	Publication	Motion that AMATYC enter into a partnership with EBSCO.

Date	Category	Motion
5/1/2011	Program Coordinator	<p>Motion that the attached changes be made to the policy related to the position of Program Coordinator. PPM 8.10.7</p> <p>8.10.7 Program Coordinator</p> <p>There is perhaps no other person more responsible for a successful conference than the Program Coordinator. Exciting speakers, workshops, innovative ideas, panels with lively discussions, strands of interest to the broad scope of our participants all are necessary ingredients of a stimulating program. By the same token, speakers with topics of no interest to the two-year instructor, speakers reiterating what they said last year and the year before, speakers that do not appear for their scheduled presentation will do more damage to our conference than any other thing.</p> <p>The production of a conference program begins approximately 18 months in advance of the conference. The Program Coordinator's duties require attention year-round but are especially time intensive in February and March prior to the conference. Work on publications, in which the Program Coordinator participates, occurs during the summer. This position requires attention to details, strong editing skills, and extensive familiarity with the AMATYC conference.</p> <p>Appointment Process</p> <p>The Program Coordinator is recommended by the President and appointed by the Executive Board. This position reports to the Conference Coordinator.</p> <p>Term of Office</p> <p>The term length is three years. The starting date of each term is January 1, and the ending date is December 31. The term limit is three consecutive terms; exceptions may be granted by the board to waive the term limit for extenuating circumstances by a 2/3 vote of the entire board, or 9 votes.</p> <p>Duties Prior to the Conference</p> <ol style="list-style-type: none"> 1. Participate in a site refresh visit approximately 18 months in advance of the conference. Based on information obtained, develop a detailed grid listing each room available per day from the arrival of the Executive Board prior to the conference through the last day of the conference. With the Conference Coordinator and while on site, develop a usage plan for each room on each day, including placing all major conference events and specifying realistic room settings and capacities. 2. With the assistance of the AMATYC Webmaster, update electronic proposal and review forms several months before the submission process begins. 3. Direct the proposal submission and review process working with the AMATYC office staff. Provide the office with a list of proposals or speakers that are to be accepted without review. Proposals are accepted electronically from Nov. 1 through Feb. 1 prior to the conference. 4. Chair the Program Proposal Review Committee consisting of five appointed reviewers, the academic committee chairs, and the Presider Chair. Ensure that members of the Program Proposal Review Committee receive all proposals subject to review as well as the link to the review form and directions for review, and provide a deadline for receiving committee member reviews. 5. Ensure that the following statement is included on all Presenter/Presider Proposal forms and on the letter of acceptance requested from potential presenters who are invited to speak. "I understand that this presentation is not to contain an endorsement of any commercial product or service." 6. Compile proposal reviews for use in making speaker selections.

Date	Category	Motion
		<ol style="list-style-type: none"> 7. Meet in March with the Presider Chair to select proposals and lay out the annual conference program. Use all available information, including the speaker history, the compiled proposal reviews, topic balance of the program, and logistical requirements of presenters to select and schedule proposals. Prepare a draft of the program in matrix form, using the following guidelines. <ol style="list-style-type: none"> A. Include times, room assignments, capacity of rooms, and equipment needs for each session. B. Make room assignments based upon the expected popularity of a presentation versus the capacity of the room. C. Assign rooms for committee meetings according to attendance at the respective committee meetings at the previous conference. To achieve this, rooms not appropriate in size for regular sessions should be used for small committee meetings. D. Include one to three meeting rooms per day (typically two rooms on Thursday, three rooms on Friday, and two rooms on Saturday) to accommodate commercial presentations. Each meeting room should be large enough to seat up to 40 school-room set. 8. Send a list of those speakers selected and those to be declined to the President and the Conference Coordinator for review before letters of invitation are sent. 9. Make editorial changes so that each selected presentation description is an appropriate length, grammatically correct, reflects the content of the presentation, and written in the second or third person. Send edited proposal titles and descriptions to the AMATYC office. This should occur before letters of invitation are sent and must occur before descriptions are entered into the first draft of the conference miniprogram. 10. Draft correspondence that will be sent, by the office, to all speakers. The following items should be included: <ol style="list-style-type: none"> A. Stress the importance of notifying the Program Coordinator in case of an emergency causing cancellation. The letter should include the Program Coordinator's phone numbers and e-mail address. B. Encourage speakers to have handouts for participants in their session. C. Speaker Guidelines (including tips for making and using visuals, and equipment guidelines). D. List of the equipment that will be provided by AMATYC for their session or workshop. 11. Notify the office of speaker selections, so that the office can send out invitation letters to accepted speakers, along a copy of the edited title and presentation description for their review. 12. Receive letters of invitation from speakers and maintain a record of acceptances and refusals. Enter edits to titles, descriptions, and contact information submitted by speakers on their returned letters of invitation, and periodically send the file of edits to the AMATYC office. 13. Advise the AMATYC office and Conference Coordinator of changes in the program, cancellations, replacements, and correction of errors. 14. Edit and proof for accuracy drafts of the conference miniprogram and program. This information should include the speaker's name, college affiliation, presentation title, description, day, time, and room assignment for each session. 15. Be responsible for the audio-visual equipment arrangements: <ol style="list-style-type: none"> A. Furnish the Conference Coordinator with the audio-visual requirements in keeping with the audio-visual agreed to in the letter of invitation to present. B. Assist the Conference Coordinate in verifying that the necessary AV is available and that equipment charges will be within budget. C. Assist the Conference Coordinator in reconciling the invoice for equipment rentals. 16. Proof the room/day agenda prepared by the professional conference planning company for audio-visual equipment and room set-up. 17. Notify the AMATYC office, Conference Coordinator, and President, as necessary, of any last-minute cancellations or changes in the program, so that announcements can be posted on bulletin boards and made in general meetings, and an errata sheet can be distributed.

Date	Category	Motion
		<p>Duties at the Conference</p> <ol style="list-style-type: none"> 1. Set up the Speaker/Presider check-in station near the registration desk. If registration is completed, their registration package will be disbursed. If incomplete, speaker will need to process through the on-site registration line. 2. Track speaker check-in to identify speakers who have not checked in, and develop a contingency plan. 3. Coordinate with the Presider Chair to set up a schedule to work at the Speaker/Presider station. (A paid worker will also be available to assist with staffing of the Speaker/Presider check-in station.) 4. Welcome speakers whenever possible and assist them with any last-minute problems. 5. Check with the Local Events Coordinator to get information about copying facilities in close proximity to the hotel, and provide this information to speakers. 6. Participate in the planning meeting for the conference in year C during the conference in year C-1. 7. Attend sessions as time allows, paying particular attention to those that may be problematic. <p>Duties after the Conference</p> <ol style="list-style-type: none"> 1. Draft thank-you letters to be sent by the office to speakers when conference is over. Update the speaker list maintained at the office to delete no-shows and add replacements. 2. Write thank-you letters to members of the Program Proposal Review Committee. 3. Update the speaker history file. Include evaluation rating and highlight strong speakers as well as those who should be avoided in the future. 4. Submit reimbursement request according to policy and using guidelines provided by the Treasurer. 5. Prepare reports and motions, as needed, for Spring and Fall Executive Board meetings.
5/1/2011	Academic Committees	<p>Motion that pending membership verification, the following will be re-appointed as academic committee chairs effective EOC 2011 through EOC 2013.</p> <p>Sean Simpson (Westchester CC) - Division/Department Issues, second term Ned Schillow (Lehigh Carbon CC) - Mathematics for AAS Programs, second term Sandy Poinsett (College of Southern Maryland) - Mathematics Intensive/College Mathematics, second term April Ström (Scottsdale CC) - Research in Mathematics Education for Two-Year Colleges, second term (first term extended for a third year)</p>

Date	Category	Motion
5/1/2011	Academic Committee	Motion that Fred Feldon (Coastline College) be appointed to a two-year term as chair of the Innovative Teaching and Learning Committee. Effective EOC 2011. Pending membership verification.
5/1/2011	Academic Committee	Motion that Beth Edmonds (Johnson County CC) be appointed to a two-year term as chair of the Placement and Assessment Committee. Effective EOC 2011. Pending membership verification.
5/1/2011	Conference	<p>Motion that Ernie Danforth be appointed, pending membership verification, to an at-large position on the AMATYC Program Review Committee beginning at the conclusion of the 2011 conference and ending at the conclusion of the 2014 conference.</p> <p>Contact Info: Ernie Danforth; Corning Community College; danforth_e@corning-cc.edu</p>
5/1/2011	Conference	Motion that Linda Kodama be appointed to her third (final) term as Roommate Networking Director effective immediately.
5/1/2011	Conference	Motion that Louise Olshan be appointed to her second term as Advertising Chair effective 1/1/2012.
5/1/2011	Publication	Motion that Kate Kozak be appointed as Newsletter Editor for a term of EOC 2010 through EOC 2013, pending membership verification.
5/1/2011	Committee	Motion that Sue Strickland, College of Southern Maryland, be appointed as Student Math League coordinator for the period of 7/1/2011 to 6/30/2013, pending membership verification.
5/1/2011	Speakers	The Board also approved the list of prospective keynote speakers for the Opening Session Presentation on Thursday afternoon and speakers for the Breakfast Presentation on Saturday morning for the Anaheim 2013 conference.

Date	Category	Motion
5/2/2011	Delegate	<p>Amended motion that the number of delegates for the period effective immediate through the end of conference 2012 shall be two delegates per affiliate (affiliate president and one affiliate delegate), with the following exceptions:</p> <p>CMC³ shall have three delegates (affiliate president and two affiliate delegates) NYSMATYC shall have three delegates (affiliate president and two affiliate delegates) FTYCMA shall have three delegates (affiliate president and two affiliate delegates) IMACC shall have three delegates (affiliate president and two affiliate delegates)</p>

Date	Category	Motion
5/2/2011	Conference	<p>Motion that Board members are not eligible to attend focus groups during the AMATYC annual conferences unless prior approval is obtained from the AMATYC president. In no case will a board member collect an honorarium from attending a focus group.</p> <p>8.7.4 Focus Group Policy</p> <ol style="list-style-type: none"> 1. A focus group is a form of qualitative research in which a group of people are asked about their attitude towards a product, service, concept, or idea. A focus group at an AMATYC conference will consist of no more than ten to twelve AMATYC members and two or three representatives from the publishing company, exhibitors, or vendors. Focus groups will not be scheduled during the opening session, regional breakfasts, Saturday breakfast or other special conference events specified by the conference committee. 2. Focus groups held by various publishers, exhibitors, or vendors at AMATYC's Annual Conference provide the members of AMATYC with the opportunity to give feedback on textbooks and current trends in mathematics education. While AMATYC views the meetings as important, allowing too many focus groups to be scheduled in competition with the conference sessions detracts from session and committee participation. In order to maintain balance, the following guidelines will be followed by the Conference Coordinator when releasing space and setting up focus groups. The conditions listed are dependent upon the space available at the conference hotel. <p>A. The Conference Coordinator will arrange space for each publisher, exhibitor, or vendor up to 2 focus groups at no charge. Publishers, exhibitors, or vendors must notify the Conference Coordinator of their desire to have a focus group by September 1. Any requests received after the September 1 deadline will be charged a fee of \$300 per focus group if space is available. Focus groups are assigned on a first come first serve basis if the number of focus groups exceeds the maximum space available on site.</p> <p>B. Corporate Partners can have space for 3 additional focus groups arranged at no charge if the Conference Coordinator is notified by September 1.</p> <p>C. For each 4 booths that a publisher, exhibitor, or vendor purchases, space for 1 additional focus group will be arranged at no additional charge if the Conference Coordinator is notified by September 1.</p> <p>D. Space for additional focus groups will be arranged for a fee of \$200 per meeting provided they are requested by September 1.</p> <p>E. Audio visual needs, internet connections, and food and beverage needs for focus groups are to be arranged with the hotel by the publisher, exhibitor, or vendor.</p> <p>F. AMATYC agrees to refund the fees for arranging a focus group if notice of cancellation is received in writing or email by October 1. Any penalties or fines imposed by the hotel are not the responsibility of AMATYC.</p> <p>G. Any group sponsoring a reception or other conference food event for at least 100 members of AMATYC may have a focus group arranged during prime time or late afternoon/evening at no charge. This is not part of the Corporate Partner Program.</p>

Date	Category	Motion
		H. The following 90-minute time slots will serve as guidelines when arranging for focus groups.
		Prime Time (\$400 per session):
		Thursday: 9:00 – 10:30 a. m. Friday: 10:00 – 11:30 a.m.
		11:00 a.m. – 12:30 a.m. 12:30 – 2:00 p.m.
		1:00 – 2:30 p.m. 2:30 – 4:00 p.m.
		Saturday: 10:00 – 11:30 a. m.
		12:00 – 1:30 p.m.
		Late afternoon/Evening (\$200 per session):
		Thursday: 5:30 – 7:00 p. m. Friday: 5:30 – 7:00 p.m.
		7:30 – 9:00 p.m. 7:30 – 9:00 p.m.
		Saturday: 3:30 – 5:00 p. m.

Date	Category	Motion
5/2/2011	Budget	<p>Motion that effective immediately, the following parts of PPM 6.6, Budget Preparation, be amended as follows:</p> <p>4.4 This budget shall NOT project a deficit <i>but a previous increase in net assets can be used to balance the budget.</i></p> <p>5.6 Special Projects</p> <p>4. <i>Any new money for Special Projects will be suspended for the 2012 budget until existing money has been expended.</i></p> <p>6.6 BUDGET PREPARATION</p> <p>In the process of budget preparation, both a revenue (income) projection and an expense projection (estimate) are made, planning is the key to a smooth budget operation. A sound fiscal policy is a necessity for a responsible, stable organization. To attain that goal, total annual income limits expenditure.</p> <p>The Treasurer is responsible for coordinating and presenting a budget to the Executive Board. The Treasurer is assisted by the Finance Committee (see 5.9.2).</p> <ol style="list-style-type: none"> 1. Fiscal Year: The AMATYC fiscal year is January 1 through December 31. 2. Revenue Projection: Revenue (income) estimates will be made by the Finance Committee. 3. Expense Projection <p>Each Executive Board member, all committee chairs, the Conference Coordinator, the Executive Director of Office Operations, the <i>MathAMATYC Educator</i> Editor and Production Manager, and the <i>AMATYC News</i> Editor each submit expense requests for the fiscal year. These requests are only for the operation of the office, committee or function under the direction of that person. The <i>MathAMATYC Educator</i> Editor must coordinate requests for the entire production of the <i>MathAMATYC Educator</i>. The Conference Coordinator will coordinate with all chairs for the conference operation.</p>

Date	Category	Motion
		<p>4. Timeline</p> <p>A. At the conference having the year number two less than the budget year or immediately thereafter the budget development process begins with the distribution of standardized forms to each of the above named budget managers. These forms will be accompanied by a cover letter stating the instructions for the process.</p> <p>B. The proposed budget should be ready for the Executive Board at the Spring Executive Board Meeting. If there are areas that need to be adjusted either up or down, the Board members should discuss and recommend adjustments at this meeting.</p> <p>C. Prior to the Fall Board Meeting, the Treasurer will send a copy of the tentative budget document to each budget manager prior to the presentation of the budget at the annual conference.</p> <p>D. At the Fall Board Meeting, the tentative budget for the upcoming year will be presented by the Treasurer. Before adjournment the Board will approve and adopt the budget for the upcoming fiscal year. This budget shall NOT project a deficit <i>but a previous increase in net assets can be used to balance the budget.</i></p> <p>5. General</p> <p>A. When this process is complete, each budget manager should be sent a copy of the adopted budget.</p> <p>B. If, during the course of the year, a budget manager determines that expenditures will exceed the allocation, the manager must contact the Treasurer for authorization prior to incurring these over budget expenses. The following criteria will apply:</p> <p>i. Necessity</p> <p>i. Funds available</p> <p>i. Approval by the Executive Board or the Expenditure Approval Committee (President, President-Elect, Past-President, and Treasurer)</p> <p>C. AMATYC shall budget all national travel, excluding AMATYC Conferences, site visits, and Spring Board Meetings, at \$1,000 per trip unless there is reason to believe that actual cost will be substantially less than \$1,000.</p> <p>D. AMATYC shall include in the annual budget funds so that the AMATYC Office Director, Publications Director, Accounting Director, Secretary, and Project Director will each receive \$100 annually as a holiday gift. <u><SBM 2003, FBM 2007></u></p> <p>E. \$500 will be dedicated in the budget in 2009 and annually thereafter to support professional development for the Website Coordinator. The professional development funds could be used to reimburse course tuition, course fees, books, workshops and/or webinars to support the work of web design, coding, or other website work related to AMATYC needs for the website. The President and Treasurer will approve the expenditure. <u><SBM 2009></u></p>

Date	Category	Motion
		<p>F. The President is permitted to extend complimentary registration to up to 12 official representatives of other professional organizations. <SBM 2008></p> <p>G. Regular income is defined as all income except income from grants. <7/2/2008></p> <p>H. Line items that are budgeted with a per-person (such as conference attendees) amount will be increased automatically as the number of persons exceeds the base estimate of persons.</p> <p>I. When a change of officers occurs, the budget is already prepared. This gives the new officers some time to become familiar with the fiscal operation before beginning a new budget cycle.</p> <p>6. Special Projects <July 16, 2009></p> <p>A. 50% of the funds in the “change in net assets” budget line item (minus any interest income) from a given year will be allocated to the budget item called Special Projects in the annual budget for the given year +2 years. This would include consideration of the 2008 budget with Special Project funds to be included in the 2010 budget and future years. Special Projects are defined to be projects/initiatives/expenditures deemed appropriate by the Board. The amount of funds in the "change in net assets" will be determined at the Spring Board Meeting of each year. The AMATYC Board will approve the use of these funds. An Ad Hoc Committee of the Board will be responsible for working with academic committee chairs, coordinators, and other AMATYC leaders to identify appropriate projects for consideration.</p> <p>B. Funds from this budget line item that are not expended in a year will be carried forward to the next year budget in the same line item.</p> <p>C. Example: The funds for the 2009 AMATYC Special Projects budget line item were calculated as follows:</p> <p>i. Change in net assets for 2007: \$128,264 – 49,718 (interest income) = \$88,546 50% of the change in net assets for 2007: 50% of \$88,546 = \$44,273 (Please note that any income or expenses from grants has been excluded from any amounts used in the calculation)</p> <p>i. At the 2008 Fall Board Meeting, the Board included \$44,273 in the 2009 budget line item called Special Projects.</p> <p>i. Any motions for expenditures approved at the 2008 Spring Board Meeting that fall into the category of Special Projects will be expenses from the Special Projects budget line item in 2009.</p> <p><i>Any new money for Special Projects will be suspended for the 2012 budget until existing money has been expended.</i></p>
5/2/2011	Conference	<p>Motion that effective with the 2012 budget, the number of course releases per year be increased to four (4) for the conference coordinator.</p>

Date	Category	Motion
5/2/2011	Conference	<p>Motion that Conference Reimbursement (PPM 6.10.3) be replaced with the attachment between EOC 2011 and January 1, 2012.</p> <p>6.10.3 Conference Reimbursement</p> <ol style="list-style-type: none"> Travel expenses to the AMATYC Annual Conference and meal expenses up to \$35 limit for each day that are incurred at the AMATYC Annual Conference will be reimbursed to the individuals holding the following positions: <ul style="list-style-type: none"> Executive Director of Office Operations and staff personnel Executive Director Executive Board: President, President-Elect, Past-President, Secretary, Treasurer, Regional Vice Presidents. Conference Committee: Conference Coordinator, Assistant Conference Coordinator, Program Coordinator, Current Local Events Coordinator, Next Year's Local Events Coordinator, Presider Chair, Exhibits Chair, Advertising Chair. Academic Committee Chairpersons: Developmental Mathematics, Division/Department Issues, Innovative Teaching and Learning, Mathematics for AAS Programs, Mathematics Intensive/College Mathematics, Placement/Assessment, Teacher Preparation, Research in Mathematics Education, Statistics, Emerging Issues Services: Student Mathematics League Coordinator, Student Mathematics League Test Developer, Grants Coordinator, Legal Advisor. Professional Development: AMATYC Project ACCESS Coordinator, Professional Networking Coordinator, Professional Development Coordinator Publications: <i>AMATYC News</i> Editor, Journal Editor, Journal Production Manager, Website Coordinator. Keynote and Breakfast speakers, and Mathematics Excellence Award winner, when given. <p>Refer to the table contained later in this section for specific number of days approved for reimbursement. Whenever chairpersons for any committee become "co-chairpersons", support for only one individual will be provided.</p> <p>Effective with the 2008 AMATYC annual conference, AMATYC leadership who are approved to drive to the conference will be reimbursed for mileage to the conference at the AMATYC rate from their home and parking at the rate per day of the conference hotel for the number of nights for which that person is supported by AMATYC. Prior approval is required by the Treasurer (or President), including a summary comparing the expenses that would be incurred if the person was to fly or drive. The total for mileage and parking reimbursement must be less than available airfare. The total of mileage and parking reimbursement will be no greater than the \$450 airfare maximum. <FBM 2008></p> <p>Ground Transportation <SBM 2008></p> <p>Persons being supported by AMATYC for travel to the conference will be reimbursed for ground transportation from the airport to the conference hotel at a maximum equal to the cost of one round trip on the Super Shuttle (or equivalent) plus 15% gratuity. This policy does not apply to invited speakers. The Treasurer must approve any request for ADA accommodations that exceeds the approved rate for the round trip.</p> <p>By July 1st, the Treasurer assisted by the Local Events Coordinator will determine the approved local airport(s) and the current rates for the round trip from those airport(s). The Treasurer will notify affected persons of the approved airports and reimbursement rates for the upcoming conference no later than July 31st.</p>

Date	Category	Motion																																																																																					
		<p>Lodging expenses at the AMATYC Annual Conference for the number of nights as indicated in this manual shall be reimbursed at the single-room conference rate for the individuals holding the following positions:</p> <ul style="list-style-type: none">• Executive Director of Office Operations and staff personnel• Executive Director• Executive Board: President, President-Elect, Past-President, Secretary, Treasurer, Regional Vice Presidents.• Conference Committee: Conference Coordinator, Assistant Conference Coordinator, Program Coordinator, Current Local Events Coordinator, Next Year’s Local Events Coordinator, Presider Chair, Exhibits Chair, Advertising Chair.• Keynote and Breakfast speakers, and Mathematics Excellence Award winner, when given. <p>The following positions shall be reimbursed at one-half the double-room conference rate for the number of nights specified:</p> <p>Academic Committee Chairpersons: Developmental Mathematics, Division/Department Issues, Innovative Teaching and Learning, Mathematics for AAS Programs, Mathematics Intensive/College Mathematics, Placement/Assessment, Teacher Preparation, Research in Mathematics Education, Statistics, Emerging Issues</p> <p>Services: Student Mathematics League Coordinator, Student Mathematics League Test Developer, Grants Coordinator, Legal Advisor.</p> <p>Professional Development: AMATYC Project ACCESS Coordinator, Professional Networking Coordinator, Professional Development Coordinator.</p> <p>Publications: <i>AMATYC News</i> Editor, Journal Editor, Journal Production Manager, Website Coordinator.</p> <p>Current ACCESS Fellows</p> <p>Whenever chairpersons for any committee become "co-chairpersons", support for only one individual will be provided.</p> <p>The conference reimbursement policy for officers and committee chairpersons is summarized in the following table.</p> <p>A. An individual who qualifies in more than one category can claim only according to one position.</p> <p>A. Persons who apply for reimbursement under any of the categories listed here are required to pay the conference registration fee. However, these persons are permitted to register under their college's institutional membership.</p> <table><tr><th>POSITION</th><th>Trans</th><th>Single Lodging Nights</th><th>Double Lodging Nights</th><th>Meals - \$35/day</th></tr><tr><td>Executive Board</td><td></td><td></td><td></td><td></td></tr><tr><td>President</td><td>1</td><td>8</td><td>0</td><td>9</td></tr><tr><td>President-Elect</td><td>1</td><td>8</td><td>0</td><td>9</td></tr><tr><td>Past-President</td><td>1</td><td>8</td><td>0</td><td>9</td></tr><tr><td>Secretary</td><td>1</td><td>8</td><td>0</td><td>9</td></tr><tr><td>Treasurer</td><td>1</td><td>8</td><td>0</td><td>9</td></tr><tr><td>Regional Vice Presidents (8)</td><td>8</td><td>64</td><td>0</td><td>72</td></tr><tr><td>Conference</td><td></td><td></td><td></td><td></td></tr><tr><td>Conference Coordinator</td><td>1</td><td>8</td><td>0</td><td>9</td></tr><tr><td>Assistant Conference Coordinator</td><td>1</td><td>6</td><td>0</td><td>7</td></tr><tr><td>Local Events Coordinator <SPO 2007></td><td>1</td><td>6</td><td>0</td><td>7</td></tr><tr><td>Next Year’s Local Events Coordinator <SPO 2007></td><td>1</td><td>4</td><td>0</td><td>5</td></tr><tr><td>Program Coordinator</td><td>1</td><td>6</td><td>0</td><td>7</td></tr><tr><td>Presider Coordinator</td><td>1</td><td>6</td><td>0</td><td>7</td></tr><tr><td>Exhibits Chair</td><td>1</td><td>6</td><td>0</td><td>7</td></tr><tr><td>Advertising Chair</td><td>1</td><td>6</td><td>0</td><td>7</td></tr></table>	POSITION	Trans	Single Lodging Nights	Double Lodging Nights	Meals - \$35/day	Executive Board					President	1	8	0	9	President-Elect	1	8	0	9	Past-President	1	8	0	9	Secretary	1	8	0	9	Treasurer	1	8	0	9	Regional Vice Presidents (8)	8	64	0	72	Conference					Conference Coordinator	1	8	0	9	Assistant Conference Coordinator	1	6	0	7	Local Events Coordinator <SPO 2007>	1	6	0	7	Next Year’s Local Events Coordinator <SPO 2007>	1	4	0	5	Program Coordinator	1	6	0	7	Presider Coordinator	1	6	0	7	Exhibits Chair	1	6	0	7	Advertising Chair	1	6	0	7
POSITION	Trans	Single Lodging Nights	Double Lodging Nights	Meals - \$35/day																																																																																			
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Date	Category	Motion				
		Office				
		Executive Director of Office Operations	1	8	0	9
		AMATYC Staff (3)	3	3x6*=18	0	18
		Academic Committees				
		Developmental Mathematics	1	1**	4	5**
		Division/Department Issues	1	1**	4	5**
		Innovative Teaching & Learning	1	1**	4	5**
		Mathematics for AAS Programs	1	1**	4	5**
		Mathematics Intensive/College Mathematics	1	1**	4	5**
		Placement/Assessment	1	1**	4	5**
		Statistics	1	1**	4	5**
		Teacher Preparation	1	1**	4	5**
		Research in Math Education	1	1**	4	5**
		Emerging Issues	1	1**	4	5**
		Services				
		Student Mathematics League Coordinator	1	1**	4	5**
		Student Mathematics League Test Developer	1	1**	4	5**
		Grants Coordinator	1	1**	4	5**
		Legal Advisor	1	0	4	5
		Professional Development				
		Professional Networking Coordinator	1	1**	4	5**
		Professional Development Coordinator	1	1**	4	5**
		AMATYC Project ACCCESS Coordinator	1	1**	4	5**
		Innovative Teaching & Learning	1	1**	4	5**
		Mathematics for AAS Programs	1	1**	4	5**
		Mathematics Intensive/College Mathematics	1	1**	4	5**
		Placement/Assessment	1	1**	4	5**
		Statistics	1	1**	4	5**
		Teacher Preparation	1	1**	4	5**
		Research in Math Education	1	1**	4	5**
		Emerging Issues	1	1**	4	5**
		Services				
		Student Mathematics League Coordinator	1	1**	4	5**
		Student Mathematics League Test Developer	1	1**	4	5**
		Grants Coordinator	1	1**	4	5**
		Legal Advisor	1	0	4	5

Date	Category	Motion				
		Professional Development				
		Professional Networking Coordinator	1	1**	4	5**
		Professional Development Coordinator	1	1**	4	5**
		AMATYC Project ACCCESS Coordinator	1	1**	4	5**
		Publications				
		AMATYC News Editor	1	1**	4	5**
		Journal Editor	1	1**	4	5**
		Journal Production Manager	1	1**	4	5**
		Website Coordinator	1	1**	4	5**
		Other				
		Executive Director	1	8	0	9
		Keynote Speaker	1	4	0	5
		Breakfast Speaker	1	4	0	5
		Mathematics Excellence Award Winner	1	4	0	5
		48 ACCCESS Fellows			2	
		TOTAL	50	218	180/2=90	329
		Currently, 308 rooms will be covered by AMATYC beginning at the 2012 annual conference				
		* Nights for AMATYC staff will be determined annually by the Executive Director of Office Operations and the Conference Coordinator.				
		** Extra night budgeted in case individual needs to arrive on Tuesday; should not be needed in most cases. Requires permission of Treasurer. If permission is granted by the Treasurer for the extra night, then the number of days for meals reimbursed is a maximum of 6.				
5/2/2011	Election	Motion that the 2011 AMATYC election for the executive board be held electronically, according to the guidelines in the attached document, managed by Ken Mead, Professor of Mathematics and Computer Science at Genesee Community College, Batavia, NY with the help of two students. \$50 will be allocated as a stipend to each of the two students helping Professor Mead, contingent upon adherence to New York's guidelines for nonprofits.				
5/2/2011	Conference	Motion That the Delegate Assembly at the Austin Conference be asked to leave the annual dues at \$80 per year from July 1, 2012 through June 30, 2014.				

Date	Category	Motion								
5/2/2011	Conference	<p>Motion that PPM 8.12.3 be revised as shown below immediately.</p> <p>8.12.3 Registration Fee Formulas The annual conference discount registration fee <u>for members</u> shall be determined by the <u>Executive Board 18 months before the conference</u>. The following formula <u>may be used</u>: (total projected conference expenses - projected costs for travel, food, and lodging of elected and appointed AMATYC officials reimbursed for conference expenses) divided by the projected number of full conference paid attendees + \$25. This number will be rounded up to the nearest whole dollar multiple of 5. <u>However, the Executive Board has the authority to set the fee at a lower level due to economic circumstance or other unforeseen circumstance.</u> The differential between <u>full conference</u> discount and regular registration fees will be \$40. The differential between any nonmember conference registration and its corresponding member conference registration fee will be the appropriate member fee (at the time the conference registration fee is approved) + \$25.</p> <p>1. The Single Day Discount Conference Registration rate for AMATYC members will be determined by multiplying the discount AMATYC member's registration rate by 3/8 and rounding to next higher \$5 if this result is not a multiple of \$5. Single day is defined as "Thursday", or "Friday", or "Weekend." <u>The Single Day Discount Graduate Student member rate will be 3/8 of the Single Day Discount Member rate rounded up to the next higher \$5 increment.</u></p> <p>Other Single Day Conference rates (<u>both member/nonmember and Graduate student member/nonmember</u>) are to be determined according the formula listed in the table below:</p> <table><tr><td>Member:</td><td>Single Day Registration = A (Discount) Single Day Registration = A + 20 (Regular)</td></tr><tr><td>Non-member:</td><td>Single Day Registration = A + 25 (Discount) Single Day Registration = A + 45 (Regular)</td></tr><tr><td>Graduate Student Member:</td><td>Single Day Registration = 3/8A (Discount) Single Day Registration = 3/8A + 20 (Regular)</td></tr><tr><td>Graduate Student Non-member:</td><td>Single Day Registration = 3/8A + 25 (Discount) Single Day Registration = 3/8A + 45 (Regular)</td></tr></table>	Member:	Single Day Registration = A (Discount) Single Day Registration = A + 20 (Regular)	Non-member:	Single Day Registration = A + 25 (Discount) Single Day Registration = A + 45 (Regular)	Graduate Student Member:	Single Day Registration = 3/8A (Discount) Single Day Registration = 3/8A + 20 (Regular)	Graduate Student Non-member:	Single Day Registration = 3/8A + 25 (Discount) Single Day Registration = 3/8A + 45 (Regular)
Member:	Single Day Registration = A (Discount) Single Day Registration = A + 20 (Regular)									
Non-member:	Single Day Registration = A + 25 (Discount) Single Day Registration = A + 45 (Regular)									
Graduate Student Member:	Single Day Registration = 3/8A (Discount) Single Day Registration = 3/8A + 20 (Regular)									
Graduate Student Non-member:	Single Day Registration = 3/8A + 25 (Discount) Single Day Registration = 3/8A + 45 (Regular)									

Date	Category	Motion
5/2/2011	Conference	Motion that Executive Board establish an ad hoc task force to assess any unique needs associated ith retired AMATYC members and to make recommendations to the Board of any changes to current policies that the task force determines are in the best interests of the Organization.
5/2/2011	Nomination	Motion that the slate of officers on the previous page be approved for the 2011 election of the AMATYC Board.
5/2/2011	Grant	<p>Motion that the AMATYC Board approve Level 2 support for the NSF TUES proposal “Mathematical Voyage” for the period of January 1, 2012 – December 31, 2013.</p> <p>The project summary and proposed budget are attached.</p>
5/2/2011	DDIC – position statement	<p>Motion that the Board approve the reaffirmation of the position statement “Guidelines for Dual Enrollment in Mathematics.”</p> <p><u>GUIDELINES FOR DUAL ENROLLMENT IN MATHEMATICS</u></p> <p>Dual enrollment programs are programs in which a high school student enrolls in a postsecondary institution and may earn credit in both sectors simultaneously. Dual enrollment courses are not intended to replace a strong high school curriculum.</p> <p>The mathematics faculty at the two-year college should set the standards for and participate in:</p> <ul style="list-style-type: none"> • determining which courses to offer in the dual enrollment program; • faculty selection; • course content and prerequisites; • assessments and evaluations; and • standards for granting college credit; <p>for mathematics courses in the dual enrollment program.</p> <p><i>Program/Curriculum Issues Committee, November 2005</i></p>

Date	Category	Motion
5/2/2011	ITL – position statement	<p>Motion that the Board agrees that this is a minor change in the position statement and does not need to go through the entire system.</p> <p>AMATYC RECOMMENDATIONS ON DISTANCE EDUCATION IN COLLEGE MATHEMATICS COURSES IN THE FIRST TWO YEARS</p> <p>The American Mathematical Association of Two-Year Colleges (AMATYC) recognizes that technology is readily available to most faculty and a rapidly growing number of students and that its use in mathematics education will continue to offer an ever-expanding window of opportunity to the college students of the 21st century. Distance education can facilitate the mission and goals of two-year colleges by providing an added opportunity for lifelong learning when a traditional delivery method is not a viable option and by providing an alternative learning mode in response to the needs of students both locally and regionally. Distance education modalities include print, audio conferencing, radio, audiocassettes, videoconferencing, videocassettes, computers, online via the web, and other multimedia and interactive options. Course delivery may be synchronous or asynchronous. Regardless of the method of distance education delivery, institutions must ensure a sound learning environment when implementing distance education strategies, and to this purpose AMATYC makes the following recommendations.</p> <p>RECOMMENDATIONS</p> <ul style="list-style-type: none"> • Mathematics distance education programs must be carefully planned. Special attention must be directed to the needs and abilities of students and faculty. Distance education courses provide students with learning opportunities that may not have previously existed but these courses are not appropriate for all students or all instructors. • Faculty expectations of students enrolled in mathematics distance education courses must be clear. Mathematics faculty should make clear the expectation that students enrolled in distance education mathematics classes must be active learners who are strongly motivated and self-disciplined, participate and interact in class activities regularly, and turn in course assignments on time, just as would be expected of students who attend on-campus classes. • Access and equity must be considered when providing opportunities for distance education. Mathematics is an integral part of all programs of study and so it is especially important that all students who could benefit from distance education opportunities in mathematics have access to them. The technology selected for a distance education course should be fully accessible and understandable to students enrolled in the course. Efforts should be made to maximize student access to the technology and appropriate support services. • Training and support for mathematics distance education providers must be part of any distance education program. Colleges should provide continuous and relevant training and ongoing support as an integral part of their distance education program. This will allow faculty to focus on delivery of course content. • Distance education programs must maintain high standards. Mathematics courses provide a large part of the basis for learning in many other courses and disciplines. Therefore, students should be encouraged to justify their answers and explain their thinking. <u>Additionally, if exams are used in a course, measures such as proctoring should be taken to ensure that the student taking the exam is the student who is receiving the grade and that the integrity of the exam is maintained.</u>

Date	Category	Motion
<p>6/3/2011</p> <p>6/13/2011</p>	<p>RMETYC Committee</p>	<p><i>Motion that \$1250 be allocated from 2011 special projects funds to provide a travel stipend of \$250 each for 5 persons to meet in August, 2011 for the purpose of brainstorming, strategizing, and writing the draft of an grant for a large-scale AMATYC project focused on Research as Two-Year College Faculty Development (see attached proposal for grant writing meeting).</i></p> <p>Amendment Motion</p> <p>Amended Motion that \$1250 be allocated from 2011 special projects funds to provide a travel stipend of \$250 each for 5 persons to meet in August, 2011 for the purpose of brainstorming, strategizing, and writing the draft of an grant for a large-scale AMATYC project focused on Research as Two-Year College Faculty Development (see attached proposal for grant writing meeting). The writing team is asked to explore all potential funders, particularly the NSF REESE initiative and present a proposal to the AMATYC Executive Board at the 2011 Fall Board meeting.</p>
<p>7/15/2011</p>	<p>Membership Marketing Committee</p>	<p>Motion that page 23 under Membership Marketing Committee of the minutes of the 2011 SBM be changed from “As of now after the membership is renewed, a hard copy of the receipt will be sent to the member. One suggested to bring a motion to change the hard copy to paperless. An email motion will come very soon.” to “That membership renewal goes paperless. Member forms will remain available on the website and by request for anyone that wants to send payment by regular mail. An email motion will come very soon.”</p>
<p>7/15/2011</p>	<p>Membership Marketing Committee</p>	<p>Motion that membership renewal goes paperless. Member forms will remain available on the website and by request for anyone that wants to send payment by regular mail.</p>
<p>7/15/2011</p>	<p>Appointment</p>	<p>Motion that <u>Russell Simmons</u> be appointed as the AMATYC Historian for a five-year term beginning immediately and continuing until December 31, 2016, pending AMATYC membership verification.</p>

Date	Category	Motion
7/15/2011	Teaching Excellence Committee	<p>Motion that the attached changes to 4.3.1 Teaching Excellence Committee</p> <p>4.3.1 Teaching Excellence Committee</p> <p>The AMATYC Teaching Excellence Awards (TE AWARDS) may be given in odd-numbered years to outstanding AMATYC two-year college mathematics full-time and adjunct instructors.</p> <ol style="list-style-type: none"> 1. Committee Objectives <ol style="list-style-type: none"> A. Encourage nominations by placing articles in the <i>AMATYC News</i>. B. Collect data supporting the nominations. C. Determine the awardee(s) of the TE Award and forward names to the Executive Board. 2. Guidelines <ol style="list-style-type: none"> A. The Teaching Excellence Award is intended for all AMATYC members whose primary assigned duties are the delivery of instruction and who have made outstanding contributions to mathematics or mathematics education at a two-year college. B. The award is also open to AMATYC members whose primary assigned duties are the delivery of instruction in an associate degree granting institution of higher education that is not a two-year college. C. Nominees must have a minimum of five (5) years of full-time equivalent mathematics teaching experience at a two-year college or in an associate degree-granting program. Teaching experience in an adjunct position should be justified using credit hours taught. For example, five years of full-time equivalent may be 150 semester hours. These years may have been at multiple institutions. Nomination materials should include an explanation of how this requirement has been met. D. The award will be given every two years (in odd-numbered years.) The TE Award and ME Award are given in alternate years. E. The TE Award Committee is composed of the President-Elect, a representative from each region elected at the regional meetings at the annual conference in odd-numbered years, and an adjunct member appointed by the President. F. The President-Elect becomes chair of the committee. 3. Procedures - The deadlines for the following are in the TE Award Timeline. <ol style="list-style-type: none"> A. Solicitation of Nominations: Announcements of the Teaching Excellence Awards, selection criteria, and nomination procedure will be made in the <i>AMATYC News</i> early in even-numbered years. At the same time, this information will also be mailed to all AMATYC members and will be distributed at regional meetings and at the affiliate presidents' luncheon. Regional Vice Presidents will be responsible for encouraging nominations from their respective regions.

Date	Category	Motion												
		<p>B. Nomination Procedures:</p> <ul style="list-style-type: none"> i. All business of the committee is strictly confidential. ii. Current Board members are ineligible to be nominated and remain ineligible until at least two years have elapsed since leaving the Board. iii. Nominations may be received from anyone except AMATYC Board members or Teaching Excellence Award Committee Members. iv. Members may nominate themselves. v. Board members and TE Award Committee members may not write letters of recommendation for any candidate, even if they are a direct supervisor of the nominee. vi. The nominator is responsible for securing the necessary documents to support the nomination. The nominees will NOT be informed by the committee chair that they have been nominated. <p>C. First Committee Meeting: The Committee will meet at the conference in odd-numbered years and discuss the process for selection and for soliciting nominations and gathering materials. The newly elected President-Elect, who will chair the committee after the conference, will chair the meeting and work closely with the current President-Elect.</p> <p>D. Second Committee Meeting: The Committee will meet at the annual conference in even-numbered years with the President-Elect to discuss guidelines for ranking and the tally process.</p> <p>E. Rating: Each member of the TE Award Committee will receive a copy of the documents described in section 6 and will rate the nominees according to guidelines 4. (The President-Elect does not rate the nominees.)</p> <p>F. Determining the number of awards: Each member of the TE Award Committee will determine the number of awards to be given using the following criteria:</p> <ul style="list-style-type: none"> i. Number of total applicants <table data-bbox="751 998 1302 1136"> <tr> <td>1-9</td> <td>applicants</td> <td>2 awards maximum</td> </tr> <tr> <td>10-15</td> <td>applicants</td> <td>4 awards maximum</td> </tr> <tr> <td>16-22</td> <td>applicants</td> <td>6 awards maximum</td> </tr> <tr> <td>23+</td> <td>applicants</td> <td>8 awards maximum</td> </tr> </table> ii. Strength of the applicant pool. <p>G. Committee members will send their ratings and recommended number of awards to be given to the President-Elect. The number of awards given will be determined by averaging the recommended number from each of the committee members, rounded up to the next whole number.</p> <p>H. Selection of awardees: The President-Elect will total the points and rank the candidates based on their totals. The President-Elect will write a report for the spring Board meeting presenting the awardees.</p> <p>I. Awardee notification: The President will notify the awardees that they have been selected for the award. The President will notify anyone who was not selected.</p> <p>J. Support for travel: The President-Elect will write a letter to the president of the college of each awardee. The president of the college will be informed of the award and be encouraged to provide support for the faculty member to attend the conference to accept the award.</p>	1-9	applicants	2 awards maximum	10-15	applicants	4 awards maximum	16-22	applicants	6 awards maximum	23+	applicants	8 awards maximum
1-9	applicants	2 awards maximum												
10-15	applicants	4 awards maximum												
16-22	applicants	6 awards maximum												
23+	applicants	8 awards maximum												

Date	Category	Motion
		<p>K. Presentation of Award: The President-Elect of AMATYC will secure the award for all recipients. (The President of AMATYC will present the award and any monetary prize at the AMATYC annual conference in odd-numbered years.)</p> <p>L. TE Award awardees will be invited (with no review) as speakers for the annual conference following the year of the TE Award. The chair of the TE Award Committee invites the awardees on behalf of the Executive Board. The invitation-to-speak letter will be delivered no later than the time the award is received. The President-Elect will notify the Program Coordinator of the names of the TE awardees so their proposals will not be reviewed. These persons will receive the normal speaker registration rate and will observe appropriate deadlines for submission of forms.</p> <p>4. Guidelines for Ranking: Teaching excellence is the main focus of the award.</p> <p>A. Instructional Effectiveness and Support of Students 25 points (innovative teaching strategies, alternative assessment methods, curriculum development, creating a learning environment for all students, accessible to students in and out of the classroom, etc.)</p> <p>B. Professional Involvement and Professional Development/Renewal Activities (active participation in professional organizations, speeches, articles, conferences, webinars etc.) 10 points</p> <p>C. Interaction with Colleagues (sharing and discussing ideas with other colleagues, mentor/mentee relationships) 10 points</p> <p>D. Service to Departments/Division/College/Community (active contributor to College community or community activities related to mathematics education) 5 points</p> <p>Nominees must be AMATYC regular, life, or adjunct members whose primary assigned duties must be delivering instruction in an associate degree granting program. Nominees must have a minimum of 5 years of full-time equivalent mathematics teaching experience. Individuals can receive the award only once.</p>

Date	Category	Motion		
		5. Timetable		
		TIME	SUPPORT ACTIVITIES	COMMITTEE ACTIVITIES
		At Conference odd # year	Regional representatives are elected at regional meetings and the time of the committee meeting at the conference is announced: names of the representatives are forwarded to President-Elect. Call for nominations made (forms distributed) at regional meetings and affiliate presidents luncheon.	Committee meets and process explained
		Early even # year	Article in <i>AMATYC News</i> and letters sent to affiliates asking for nominations. VP's generate nominations in their respective regions.	Committee Members contact affiliate presidents and delegates asking for nominations.
		About December 10 even # year	Nomination materials due to President-Elect.	
		At Conference even # year	President-Elect meets with committee to discuss ranking process. Based on attendance, the discussion may be done through a conference call or some other method.	Committee meets to discuss guidelines for ranking & the tally process.
		About December 17 even # year	President-Elect sends materials to Committee.	Committee receives materials & ranks nominees.
		March 1 odd # year	President-Elect receives tallies, totals tallies, selects awardees based on total tallies, and writes report for spring Board meeting and committee.	Committee sends tallies to President- Elect for selection of awardees.
		Spring Board Meeting odd # year	Board is informed of awardees of the TE Awards; President notifies the awardees.	
		Post Spring Board Meeting odd # year	President-Elect invites awardees to submit a not to be reviewed proposal to speak at the annual conference following the year of the TE Award. President-Elect provides the Program Coordinator of the names of the awardees so their proposals will not be reviewed.	
		Conference odd # year	Awards presented. President-Elect prepares an introduction for each awardee to be read during the presentation session.	
		Post Conference odd # year	President-Elect prepares an article for the <i>AMATYC News</i> announcing the awardees.	

Date	Category	Motion
		<p>6. Nomination Materials</p> <p>A. The following information is to be submitted for each nominee. The nominator must submit all items (1-5) below to the President-Elect in pdf format. All letters require a signature. Electronic signatures are acceptable. Letters should be on college letterhead where appropriate.</p> <ul style="list-style-type: none"> i. Completed nomination form. ii. A cover letter from the nominator, not to exceed 3 pages. iii. A resume or vita, not to exceed 3 pages. iv. A one-page letter of recommendation from each of the following: a student, a colleague, and a supervisor. v. A two-page summary of the candidate's most recent student evaluations. <p>B. In an effort to compare all candidates on the same basis, any additional information WILL NOT be considered.</p> <p>C. The letters of support that elaborate on those qualities mentioned in the resume or that point out additional exemplary characteristics of the nominee are more helpful to the committee than letters that simply reiterate items mentioned in the resume.</p> <p>D. The final copy of a nomination may not be a faxed copy - i.e. original copies must be received by the chair.</p>
7/15/2011	ACCESS	<p>The motion was amended as effective immediately the PPM will have the following extra section added:</p> <p>11.5.3 Fellow Selection</p> <p>That the selection team will select up to 24 Project ACCCESS fellows depending upon the size and quality of the applicant pool. Applicants will be ranked by four reviewers. The review team will then meet electronically or by conference call to determine if all applicants are qualified to be Project ACCCESS fellows and to select the finalists from the pool. The APA Coordinator will notify successful applicants in June. Successful applicants will be required to sign and return a contract acknowledging the responsibilities of the fellow and the fellows' institution by September 1 of the current year. Unsuccessful applicants will be encouraged to apply again providing they are still eligible for Project ACCCESS.</p>
7/15/2011	Finance	<p>Amended motion that appointed committee chairs and executive board members have a maximum of \$25 per year for miscellaneous expenditures.</p>

Date	Category	Motion
10/13/2011	Office	<p>That the attached job description for the Media Director be adopted. AMATYC Job Description Title: AMATYC Media Director or Communications Director (Full - time, 40 hours per week) Salary: Commensurate with experience and SW Tennessee College placement Qualifications:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Two - year degree required in an area related to the job <input type="checkbox"/> Four - year degree preferred <input type="checkbox"/> Experience in several areas of the job duties listed below <p>Duties:</p> <ol style="list-style-type: none"> 1. Maintain AMATYC presence on the social networking sites already established as well as establish a presence on new sites as they emerge 2. Maintain and/or redesign the AMATYC website 3. Communicate with AMATYC leadership regarding relevant events and issues 4. Interface with the AMATYC Publications Board. This includes converting the AMATYC journal to a web document. 5. Work directly with AMATYC affiliates to support their websites 6. Maintain the AMATYC affiliate website template for future affiliates 7. Provide technical assistance to AMATYC affiliates to maintain a website sub - domain 8. Develop policies and procedures for adding content and updating existing policy 9. Maintain contact information on the website for AMATYC leadership 10. Maintain a web page of links to affiliate websites 11. Maintain a web page of links to committee websites 12. Publish on the website the AMATYC annual conference mini - program 13. Maintain a web page of links to other math organizations 14. Maintain a web page of position announcements 15. Publicize AMATYC workshops and webinars on the website. Assist with the distribution of materials and announcements electronically. 16. Publish AMATYC public relations material on the website 17. Publish official AMATYC press releases on the website 18. Include on the website announcements that facilitate the mission of AMATYC leadership 19. Maintain and publish a calendar of professional meetings

Date	Category	Motion
		<p>20. Publish forms and materials for advertising, conference exhibitors, and conference commercial presentations</p> <p>21. Publish on the website existing AMATYC documents in consultation with the AMATYC President</p> <p>22. Post AMATYC advertising packages, deadlines, and rates on the website Review the list of AMATYC FTP accounts each year to determine if they are valid and being used with the linked sub - domain.</p> <p>23. Assist with the management of the AMATYC database when needed.</p> <p>24. Develop a process for AMATYC electronic voting based on the current system used.</p> <p>25. Update AMATYC Policy and Procedures Manual in consultation with the AMATYC Secretary after each board meeting and conference call.</p> <p>26. Other duties as assigned.</p> <p>Note: While this is being advertised as a temporary position, it is assumed that the position will be converted into a permanent position, pending the reclassification of positions at Southwest TN Community College</p>
11/6/2011	Conference	<p>Motion that That Eric Hutchinson be appointed, pending membership verification, as the Anaheim regional representative on the AMATYC Program Committee beginning at the conclusion of the 2011 conference and ending at the conclusion of the 2014 conference.</p> <p>Contact Info: Eric Hutchinson eric.hutchinson@csn.edu Mathematics Department (702) 651-7512</p> <p>College of Southern Nevada West Charleston Campus 6375 W. Charleston Blvd. Las Vegas, NV 89146</p>
11/6/2011		<p>Motion that That the AMATYC Online Resource be discontinued and the position of Online Resource Director be eliminated.</p>

Date	Category	Motion
11/6/2011		<p>Motion that the end dates for the following positions be changed to 12/31 Academic Committee Chairs Grants Coordinator Legal Advisor Newsletter Editor</p> <p>That the end date for the position of Production Manager be changed to 5/31 Effective with the next appointment of individuals to these positions. PPM changes: 15.1.2, 15.1.3, 15.1.4, and 15.1.6</p>
11/6/2011	Conference	<p>Motion that That the following individuals be approved as members of the AMATYC 2013 Anaheim Local Arrangement Committee, pending verification of AMATYC membership:</p> <p>Patty George; Cerritos College, pgeorge@cerritos.edu Rich Zucker; Irvine Valley College, rzucker@ivc.edu Miriam Castroconde; Irvine Valley College, mcastrocond@ivc.edu Mark Greenhalgh; Fullerton College, mgreenhalgh@fullcoll.edu Bob Crise; Crafton Hills College, rcrise@craftonhills.edu Art Nitta; San Antonio College, anitta@mtsac.edu Tammi Marshall; Cuyamaca College, tmarshall@gcccd.edu Sherri Wilson; Crafton Hills College, swilson@craftonhills.edu Sally Van den Berg; Barstow College, svandenb@barstow.edu Hoat Lee; San Diego City College, hle@sdccd.edu</p>
11/6/2011	Conference	<p>Motion that a Developmental Math Committee Themed Session be scheduled at the 2012 AMATYC annual conference in Jacksonville, FL.</p>
11/6/2011	Conference	<p>Motion that a Math Intensive Conference Symposium (keynote, plenary session, 1 hour each and workshop, two hours) be approved for the 2012 AMATYC annual conference as outlined in the attached proposal.</p>

Date	Category	Motion
11/6/2011	Conference	Motion that Motion the Mathematics for AAS Programs will be granted a two hour time period to present a themed session entitled “Authentic Applications” at the Jacksonville 2012 AMATYC Conference.
11/6/2011	Conference	Motion that the Research Committee (RMETYC) is requesting a themed session to be offered at the AMATYC Conference in Jacksonville 2012. This session will be comprised of 6 research talks.
11/6/2011	Publications	<p>Motion to approve the PPM 15.8 <i>AMATYC News</i> Submission Guidelines</p> <p>Motion that the amended motion to change the word “Pagemaker” to “Adode InDesign” in bullet 4 under “How to Submit” and remove bullet 7 under “Editing”</p> <p>15.8 <i>AMATYC NEWS</i> SUBMISSION GUIDELINES</p> <p>Periodically, but at least once a year, the editor of the <i>AMATYC News</i> shall send to the leadership of AMATYC detailed guidelines that are updated and adjusted with appropriate names and/or e-mail addresses.</p> <p>Deadlines</p> <ul style="list-style-type: none"> • The deadlines are November 27, March 1, June 1, and August 15. • Make every effort to meet these deadlines. Late submissions make our job harder. • The newsletter should be received by the membership about January 21, April 22, August 1, and October 21.

Date	Category	Motion
		<p>How to Submit</p> <ul style="list-style-type: none"> • Submissions, except for photos and graphics, can be embedded in an e-mail or sent as an e-mail attachment (attachments are preferred). If you are using an attachment, please put your name in the document, i.e. "Submitted by (your name)." • Submitting photos <ul style="list-style-type: none"> ◦ The printer prefers photos as a .tif file, but .jpg is acceptable. Photos need to be 300 dpi or better. ◦ Send photos separately, do not embed the photo in the article ◦ Do not copy photos from a website; they do not have the sufficient • Submitting graphics <ul style="list-style-type: none"> ◦ The graphic must be a file that is compatible with Illustrator, preferably .ai or .eps. ◦ Christine must be able to manipulate the file for size, color, and content. • Please do not use the "fancy code" that Word has. We use adobe indesign and it does not always understand the coding. Sometimes Christine has to retype the article because of the coding. • When sending an attachment, be specific when naming the file, for example, "President Msg Feb06," "TiME Committee Feb06," or "NW News Feb06." Do not name your file "amatycnews" or any other generic name. • Send submissions to <ul style="list-style-type: none"> ◦ amatycnews@amatyc.org (this automatically sends the e-mail to the editor and board liaison) ◦ Christine Shott - cshott@amatyc.org ◦ It is important that you send your submissions to all of us. We use this system to double check that we have received your articles. <p>Editing</p> <ol style="list-style-type: none"> 1. Please read, edit, and spell-check your articles. 2. Please compare calendar submissions against old newsletters. If information has changed from a prior submission, please let us know this. 3. Use abbreviations: CC for Community College, Univ for University, Col for College, CTC for Community and Technical College, correct affiliate abbreviations, and standard two-letter state abbreviations. 4. Omit professional titles such Dr. or Prof. or even Mr. or Mrs. 5. Articles should be written in the third person. (The reader does not know who "I," "we," "us," or "our" is.) 6. Titles are capitalized only as a title in front of the name. For example, use President Judy Ackerman, or Judy Ackerman, president. I think the only time The President is used is in reference to POTUS (the President Of The United States). 7. When using acronyms give the long name first then put the acronym in parentheses, such as "National Science Foundation (NSF)," then use the acronym throughout the rest of the article. 8. Refrain from using commercial names and products in articles, such as textbooks, companies, software, calculators, etc.

Date	Category	Motion
		<p>9. The language of the Internet is still evolving. We use one-word formats: e-mail, webpage, homepage, online, website.</p> <p>10. To be a little more up-to-date, we use dots for phone numbers (1.800.555.1212).</p> <p>11. Do not use http in a web address with www, i.e. do not use http://www.amatyc.org, use www.amatyc.org.</p> <p>12. When referring to the AMATYC Conference, use one of the following:</p> <ol style="list-style-type: none"> 1. 2004 AMATYC Annual Conference 2. AMATYC Annual Conference 3. 30th Annual AMATYC conference 4. 2004 AMATYC Annual Conference in Orlando 5. AMATYC Annual Conference in Orlando 6. 30th Annual AMATYC conference in Orlando <p>13. Do not rehash old articles - write new articles to keep them fresh.</p> <p>Some common mistakes we see.</p> <ul style="list-style-type: none"> • Do not capitalize seasons unless they are part of a title. • Periods and commas always go inside quotation marks, colons and semicolons always go outside quotation marks, question marks and exclamation go inside only if they are part of the quote. • Two letter acronyms use periods (U.S. or D.C.), three or more letter acronyms do not use periods (USA, AMATYC). • When listing three or more items using "and" or "or," use a comma before the conjunction. (Moe, Larry, and Curly fell in the pool.) <p>For Vice Presidents</p> <ol style="list-style-type: none"> 1. The Calendar of Events is for meeting notices. Meeting notices must contain the following information in order to be included in the calendar: Dates, What, Where, Contact Information 2. Only AMATYC and AMATYC affiliate meetings are included in the Calendar. Related meetings can be posted on the website. 3. When an affiliate elects a new president, let us know if that person takes office immediately or at some future date. We need to know when to change the affiliate page. Also, please notify the AMATYC secretary and Beverly Vance (bvance@amatyc.org) of any affiliate changes.

Date	Category	Motion
		<p>4. The schedule for the Focus on Affiliates is: January even years: Central Region April even years: Mid-Atlantic Region August even years: Midwest Region October even years: Northeast Region January odd years: Northwest Region April odd years: Southeast Region August odd years: Southwest Region October odd years: West Region</p> <p>5. Guidelines for Focus on affiliates are:</p> <p>Here are some suggestions of what the affiliates can write in their article focusing on them</p> <ul style="list-style-type: none"> • What activities are they doing in their affiliate, such as conferences, speaker's bureaus, contest? • How do they increase their membership? • What is the structure of a conference? <ul style="list-style-type: none"> ○ Do they charge a fee? ○ Is it a one day or two day conference? ○ What time of year is the conference? ○ Is it in conjunction with any other associations? ○ Do they have a keynote speaker? ○ Where do they find the keynote speaker? • What methods do they use to stay in touch with members? • Are they proposing any changes to their affiliate? • How do they elect officers? <p>There are some things that may not be as interesting to focus on. Here is a partial list to give some examples.</p> <ul style="list-style-type: none"> • Who is now the president? • Where was their last conference and how many people attended? <p>You will be given the opportunity to proof the 1st draft of the newsletter. Please proof your articles and calendar submissions carefully.</p>

Date	Category	Motion
11/6/2011	Conference	<p>Motion that include Guideline for AMATYC Conference Poster Session Moved to include in PPM 8.10.1</p> <p>Recommended Guidelines for AMATYC Conference Poster Session</p> <ol style="list-style-type: none"> 1. Number of posters set at a maximum of 40 <ol style="list-style-type: none"> a. To ensure quality material b. To allow adequate time for attendees to view material and converse with presenters 2. Poster proposals will be screened by the Assistant Conference Coordinator with assistance provided by <ol style="list-style-type: none"> a. Committee Chairs who may choose to read those related to their area b. Project ACCCESS Coordinator for those Fellows seeking to use a poster to present information on their project c. Program Chair to look for a balance in topics with the rest of the program 3. Those submitting a proposal will be asked to designate up to three strands from the program key to categorize their poster material 4. Selection of posters will be based on the following ranking: (Only those not presenting in a session or workshop are eligible) <ol style="list-style-type: none"> a. ACCCESS fellows in their second year using a poster to present the results of their required project b. Committee chairs c. Others presenting topics from under-represented strands 5. Submission website will be opened, and announced on the AMATYC website and via email, after the acceptance date for session proposal offers. It will remain open for at least three weeks. 6. At the conference: <ol style="list-style-type: none"> a. each poster presenter will be recognized with a strip for his or her name badge b. each participant in the Poster Session will have half a six-foot table for display c. AMATYC will provide a tri-fold poster board; mounting supplies will be available to check out and share with other participants d. each presenter is responsible for removing his or materials at the end of the session 7. Each participant will be assigned a numbered space for setting up his or her materials <ol style="list-style-type: none"> a. To provide orderly preparation b. To allow attendees to locate those posters in which they have the most interest 8. When space is available, posters will be set up at least two hours prior to the session: <ol style="list-style-type: none"> a. Attendees may browse and read posters at their leisure b. Attendees can use session hours for in depth discussion with the creators of those posters in which they are most interested c. Presenters need only be in attendance during the hours of the Poster Session d. Presenters will be encouraged to provide handouts for browsing attendees

Date	Category	Motion																					
11/6/2011	Conference	Amended motion that the attached concept of a logo and theme for the 2013 AMATYC Annual Conference be approved. A color logo will be provided at the board meeting.																					
11/6/2011	Nominating Committee	Motion that the \$100 approved at 2011 SBM from line item 5500, originally to be given to students who helped create the electronic election process, be given to Ken Mead, Genesee CC (NY), as a token of appreciation for his work on the 2011 AMATYC electronic election. A check and a letter will be sent from the AMATYC President expressing appreciation for Ken's efforts as soon as possible.																					
11/7/2011	Foundation	Motion that the attached changes with modifications in the AMATYC Policy and Procedures Manual, Chapter 14, AMATYC Foundation be approved, effective immediately.																					
11/7/2011	Foundation	Motion that the attached 2012 AMATYC Foundation Budget be approved.																					
11/7/2011	Finance	Motion that the expenses from the cash account register from March 1, 2011 through September 30, 2011 be approved.																					
11/7/2011	ACCESS	<p>Motion that the attached report “History of ACCESS Funding, 2003-2013, be included in the 2011 AMATYC executive board minutes and list of ongoing motions.</p> <p>History of ACCESS Funding 2003-2013 (and beyond) Submitted by Rikki Blair and Mike Hardie (FBM 2011)</p> <table border="1"> <thead> <tr> <th>Year</th><th>Cohort (I through IX...) (first yr)</th><th>Cohort (I through IX...) (second yr)</th></tr> </thead> <tbody> <tr> <td>2003</td><td>ExxonMobil grant begins</td><td></td></tr> <tr> <td>2004</td><td>Cohort I: ExxonMobil (registration, membership,* meals, travel and lodging)</td><td></td></tr> <tr> <td>2005</td><td>Cohort II: ExxonMobil (registration, membership,* meals, travel and lodging)</td><td>I: ExxonMobil (registration, membership,* meals, travel and lodging)</td></tr> <tr> <td>2006</td><td>Cohort III: ExxonMobil (registration, membership, meals,* travel and lodging)</td><td>II: ExxonMobil (registration, membership, meals,* travel and lodging)</td></tr> <tr> <td>Motion</td><td colspan="2">FBM 2006: Motion to institutionalize ACCESS in AMATYC budget and appoint an AMATYC Project ACCESS Coordinator, supported by the AMATYC budget at the level of other AMATYC coordinators. Motion included approval of AMATYC funds for registration for AMATYC national conferences, AMATYC membership and meals. \$16,000 private donation made to AMATYC Foundation for 2007 Fellows for travel and lodging.</td></tr> <tr> <td>2007</td><td>Cohort IV: Private donation for travel and lodging. AMATYC support (\$595 per Fellow = Registration and Membership** \$395 + Meals \$100 + Other \$100 = Total \$14,280)</td><td>III: ExxonMobil (registration, membership*, meals, travel and lodging)</td></tr> </tbody> </table>	Year	Cohort (I through IX...) (first yr)	Cohort (I through IX...) (second yr)	2003	ExxonMobil grant begins		2004	Cohort I: ExxonMobil (registration, membership,* meals, travel and lodging)		2005	Cohort II: ExxonMobil (registration, membership,* meals, travel and lodging)	I: ExxonMobil (registration, membership,* meals, travel and lodging)	2006	Cohort III: ExxonMobil (registration, membership, meals,* travel and lodging)	II: ExxonMobil (registration, membership, meals,* travel and lodging)	Motion	FBM 2006: Motion to institutionalize ACCESS in AMATYC budget and appoint an AMATYC Project ACCESS Coordinator, supported by the AMATYC budget at the level of other AMATYC coordinators. Motion included approval of AMATYC funds for registration for AMATYC national conferences, AMATYC membership and meals. \$16,000 private donation made to AMATYC Foundation for 2007 Fellows for travel and lodging.		2007	Cohort IV: Private donation for travel and lodging. AMATYC support (\$595 per Fellow = Registration and Membership** \$395 + Meals \$100 + Other \$100 = Total \$14,280)	III: ExxonMobil (registration, membership*, meals, travel and lodging)
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		<p>Motion</p> <p>SBM 2008: Motion that in the event that external funds are not secured for AMATYC Project ACCCESS (APA) Cohort 6 (first year 2009) and beyond, that the following AMATYC funds will be allocated from AMATYC reserves to support 24 APA fellows in Cohort 6 and beyond: \$17,280 in 2009 for the first year of Cohort 6. The Board approves funds for conference registration, AMATYC membership fees, and AMATYC Project ACCCESS sponsored meals for the annual AMATYC conference from AMATYC reserves for the second year of Cohort 6 and for both years of subsequent cohorts. Budget implications for 2010 and beyond will be determined by the AMATYC Board Finance Committee.</p> <p>Review and extension of ExxonMobil grant. There were leftover funds approved to support activities in 2008 and 2009 and 2010. Exxon funds were expended completely by fall 2010.</p>	
		2008	<p>Cohort V: ExxonMobil leftover: registration, membership*, meals, travel and lodging AMATYC support approved, but not needed (\$595 = Registration and Membership \$395 + Meals \$100 + Other \$100 = Total \$14,280)</p> <p>IV: ExxonMobil leftover: registration, membership*, meals, travel and lodging AMATYC support approved, but not needed (\$595 = Registration and Membership \$395 + Meals \$100 + Other \$100 = Total \$14,280)</p>
		2009	<p>Cohort VI: ExxonMobil leftover: registration, membership,* meals, travel and lodging AMATYC support approved, but not needed (\$595 = Registration and membership \$395 + Meals \$100 + Other \$100 = Total \$14,280)</p> <p>V: ExxonMobil leftover: registration, membership,* meals, travel and lodging AMATYC support approved, but not needed (\$595 = Registration and membership \$395 + Meals \$100 + Other \$100 = Total \$14,280)</p>
		2010	<p>Cohort VII: ExxonMobil leftover: registration, membership,* meals, travel and lodging. AMATYC support approved, but not needed (Registration and membership \$420 x 22 = Total \$9240)</p> <p>VI: ExxonMobil leftover: registration, membership,* meals, travel and lodging. AMATYC support approved, but not needed (Registration and membership \$420 x 22 = Total \$9240)</p>
		Motions	<p>12/07/10: AMATYC Foundation approved an additional \$1617 to support APA in 2011. (Note: ExxonMobil funds depleted in 2010)</p> <p>SBM 2011: Executive Board Motion that beginning with the 2012 Annual Conference, AMATYC will expand its commitment to ACCCESS to include two nights lodging for every fellow in both cohorts as long as they are willing to share rooms when appropriate. 5/1/2011</p> <p>5/24/11: AMATYC Foundation approved \$28,240 from the Foundation restricted line item 2710 to support AMATYC Project ACCCESS conference activities in 2011/2012:</p> <p>2011: \$13,640 = \$8640 for lodging and \$200 travel for Cohort 8 first year + \$5000 meals for Cohort 7 second year and Cohort 8 first year</p> <p>2012: \$14,600 = \$9600 for travel and \$5000 meals for Cohort 8 second year and Cohort 9 first yr. (Going Forward document)</p>
		2011	<p>Cohort VIII: AMATYC Foundation support for travel (\$200) and two night's double occupancy lodging from Foundation donations to ACCCESS. AMATYC support (Registration and membership** \$405 x 24 = Total \$9720)</p> <p>VII: Colleges pay for travel and lodging. AMATYC support (Registration and membership** \$405 x 22 = Total \$8910)</p>
		2011	AMATYC Foundation support of a total of \$5000 for meals for Cohort VIII (first year) and Cohort VII (second year)
		2012	<p>Cohort IX: AMATYC Foundation support for travel (\$200). AMATYC support (Two night's double occupancy lodging plus registration and membership** @ \$405 x 24 = Total \$9720)</p> <p>VIII: AMATYC Foundation support for travel (\$200). AMATYC support (Two night's double occupancy lodging plus registration and membership** @ \$405 x 24 = Total \$9720)</p>

Date	Category	Motion		
		2012	AMATYC Foundation support of a total of \$5000 for meals for Cohort IX (first year) and Cohort VIII (second year)	
		2013 and beyond	AMATYC support (Two night's double occupancy lodging plus registration and membership** @ \$405 x 24 = Total \$9720)	AMATYC support (Two night's double occupancy lodging plus registration and membership** @ \$405 x 24 = Total \$9720)
		<p>*When ExxonMobil funds were available, conference registration and membership costs were charged to the grant.</p> <p>** When AMATYC is responsible for ACCCESS conference registration and membership costs, there were/are no funds expensed to AMATYC.</p>		

Date	Category	Motion
11/7/2011	Conference	<p>Amended motion that the policy PPM 11.3, Regional Conferences be changed as shown in the attachments. Effective immediately.</p> <p>11.3 REGIONAL CONFERENCES</p> <p>General Considerations AMATYC encourages regional conferences. The intended audience of an AMATYC regional conference will be AMATYC members and AMATYC affiliate members. Regional conferences will provide professional development as well as an avenue for AMATYC involvement to those who cannot reach the annual AMATYC conference. In addition, they will provide opportunities for cooperation and networking among participants.</p> <p>AMATYC will provide support for regional conferences if prior approval is obtained by vote of the AMATYC Executive Board. Essentially the Board needs to know that the regional conference is commensurate with AMATYC's mission, goals, and strategic plan and that it will be well-organized and conducted in a professional manner. AMATYC will not normally support more than one regional conference per year.</p> <p>An AMATYC regional conference is a one or multiple-day conference with the following characteristics.</p> <ol style="list-style-type: none"> 1. The host and organizers for the conference are one or more AMATYC affiliates or other non-commercial entity. 2. The conference reaches out to a population significantly beyond that served by any one AMATYC affiliate. 3. The purpose of the conference conforms to the purposes and mission of AMATYC. 4. The primary target audience is AMATYC members and affiliate members. <p>Procedure for Obtaining AMATYC Approval for a Regional Conference The following procedure must be followed to obtain approval for an AMATYC regional conference.</p>

Date	Category	Motion
		<ol style="list-style-type: none"> 1) The host and organizers of the regional conference must contact an AMATYC Regional Vice President and request that Regional Vice President submit the proposal for the regional conference to the Executive Board. 2) The request should be submitted at least one year prior to the date of the proposed regional conference. The request should provide time for the Regional Vice President to submit the request with other Board reports, about two months prior to a board meeting. 3) This written proposal should include the following information about the regional conference (a template for the proposal is available at amatyc.org): <ol style="list-style-type: none"> a) The affiliates involved in the planning of the regional conference. b) The name, affiliation, and contact information for the person(s) who will act as the conference chair(s). c) The dates of the conference. d) The conference location, city and facility(s). e) The number of participants expected. f) A proposed budget. The budget will show a general breakdown of both income and expenses. g) An advertising plan, including AMATYC's resources. h) A statement that all advertising will clearly state that the conference is an AMATYC Regional Conference. i) A plan for evaluation of the conference and reporting the evaluation to the AMATYC Board. j) A commitment that the AMATYC President or President's designee will be invited to participate in a mutually agreed to part of the program. k) A plan for encouraging membership in AMATYC through the conference. 4) The regional conference will not compete in time or proximity with previously scheduled AMATYC events, such as the AMATYC annual conference or AMATYC institute. Each affiliate president in the area should be consulted before a time and date is planned. <p>AMATYC Support</p> <p>The Executive Board must be assured that the proposal is firm and practical, and that the conference conforms to AMATYC's mission and goals. Upon Board approval, AMATYC will provide support to the hosts and organizers of the regional conference. Support will include:</p> <ol style="list-style-type: none"> 1. Up to \$500 for general organizing expenses, excluding salaries. It is expected that regional conferences be self-sustaining. Funding from other sources plus registration fees must meet costs and operating expenses. AMATYC cannot be held liable for any loss or liability incurred by the hosts and/or organizers nor can it be held accountable for any claims made by the hosts or organizers. 2. Mailing labels and e-mail addresses furnished by the AMATYC office. 3. Advertising space in the <i>AMATYC News</i> and other publications, where appropriate. 4. A link to the regional conference website from the AMATYC website.

Date	Category	Motion
		<p>5. Materials for the conference bag or for giveaways. These materials will be provided by the AMATYC office upon a request by the appropriate Regional Vice President.</p> <p>6. Support for the AMATYC President or President’s designee to attend the regional conference.</p> <p>In Return for AMATYC Support</p> <p>1. The registration fee for the conference will be two-tiered. If the registration fee for AMATYC members is \$X, then the registration fee for non-AMATYC members will be \$(X + <the current AMATYC membership dues>). Non members will then become AMATYC members. The additional funds collected from the additional registration fee will be paid to the AMATYC office within one month and will be attached to a detailed list of those who have paid the non-member rate (name, affiliation, contact information).</p> <p>2. Space will be provided in the exhibit area for an AMATYC representative and/or materials.</p> <p>3. One session or workshop will be offered to the President or President’s designee. The session may be on benefits to AMATYC membership, or on a related topic (standards, grants, etc.) as the President wishes.</p> <p>Post-Approval Policies</p> <p>1. Should the Executive Board approve the proposal for the regional conference, a Regional Vice President from an appropriate AMATYC region will be appointed as the AMATYC liaison to the conference.</p> <p>2. At all meetings of the Executive Board prior to the regional conference the liaison will include a report on the progress of the plans for the regional conference.</p> <p>3. At the Executive Board Meeting following the regional conference the liaison will present a written report describing the conference and sharing the results of the evaluation. The report will show attendance at the conference broken down by AMATYC regions.</p>

Date	Category	Motion																		
11/7/2011	Position Statement	<p>Motion that the policy manual sections 9.9.1 and 9.9.2 be amended to include an electronic template and adjusted verbiage as shown.</p> <p>9.9.1 Procedure and Timeline for Development</p> <p>The intent to draft a position statement on an issue should be declared by a committee, affiliate or AMATYC member to the appropriate liaison officer. Before the statement becomes policy, the following sequence of events must occur. Each draft position statement should be accompanied by its cover sheet and should be prepared on paper containing the standard AMATYC watermark, header and footer, and line numbers. The cover sheet has two sides: the front containing the checklist and the contact information for the position statement initiator; the back containing the need, rationale, expected change, intended audience, and a summary of the proposed recommendations. Any time significant changes in the language of the position statement occur, extra editing should be included. Current AMATYC Position Statements are listed in the Appendix of the Policy and Procedures manual.</p> <table border="1" data-bbox="604 711 1841 1352"> <tr> <td data-bbox="604 711 835 873">By February 1</td><td data-bbox="835 711 993 873">1st year</td><td data-bbox="993 711 1841 873">The initiator contacts a committee chair or a Board member concerning the proposed position statement. The committee chair or Board member will refer the initiator to the appropriate committee chair. The initiator, in conjunction with the appropriate committee chair, completes the cover sheet for the proposed position statement using the electronic template. 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		<p>C. What change do you hope to effect?</p> <p>D. Who will implement the recommendations of the position statement?</p> <p>E. Give a summary of the proposed recommendations.</p> <p>The statement will begin with a clear, concise title which includes a by-line stating, "Position Statement of the AMERICAN MATHEMATICAL ASSOCIATION OF TWO-YEAR COLLEGES."</p> <p>Until formal approval by the Delegate Assembly is obtained, all copies of the position statement must be accompanied by its cover sheet and prepared using line numbers, and include the word DRAFT.</p> <p>The first paragraph should be fairly short, stating the point of the position statement clearly and succinctly. Explain any terms that might be confusing.</p> <p>Use bulleting for emphasis, use parallel phrase construction, and write for the intended audience(s).</p> <p>The body should more fully develop the concise statement(s) of the position from the first paragraph. If appropriate to the subject of the position statement, the body of the statement should:</p> <p>A. Provide rationale</p> <p>B. Place the statement in a larger context</p> <p>C. Reference appropriate studies, reports, or other relevant sources</p> <p>D. Point to the future (place this at the end)</p> <p>The cover sheet will indicate the proposed dates for the Input and Final Hearings and use the following tracking checklist:</p> <p>____ Concept Approval by the AMATYC Board</p> <p>____ First Review by the AMATYC Editing Director</p> <p>____ Board Review</p> <p>____ Input Hearing</p> <p>____ Second Review by AMATYC Editing Director</p> <p>____ Board Review for Endorsement</p>

Date	Category	Motion
		<p>_____Final Hearing</p> <p>_____Delegate Assembly Approval</p> <p>_____Professional Editing and Review by Editing Director</p> <p>8. The approved position statement will show a date of adoption and committee of origin.</p>
11/8/2011	Office	Motion to purchase a new multi-sheet feed scanner for the Accounting Director / Office.
11/8/2011	Academic Committees	<p>During the Executive Session, the President reported that the Board reviewed the election results and approved the appointments of the following individuals:</p> <ul style="list-style-type: none"> • Tim Britt, Jackson State Community College, as the Local Events Coordinator for the 2014 Annual AMATYC Conference in Nashville, Tennessee pending receipt of a letter of support from his supervisor and verification of membership. Tim Britt, Jackson State Community College, 2046 N. Parkway, Jackson, TN 38301, (731) 425-2645 ext 291, tbritt@jscc.edu • Linda Zientek of Sam Houston State University as the chair of the Development Mathematics Committee effective EOC 2011 through 12/31/13, pending membership verification • Mary DeHart of Sussex County CC as the Chair of the Statistics Committee effective EOC 2011 through 12/31/13, pending membership verification • Judy Williams of Tidewater CC as the Program Coordinator effective 1/1/13 through 12/31/15, pending membership verification. During 1012, she will shadow Wanda Garner and will attend the Memphis meeting to prepare the Jacksonville schedule and the Anaheim site re-fresh visit. • George Alexander of Madison Area Technical College as the Production Manager for <i>MathAMATYC Educator</i> effective EOC 2011 through 5/31/16, pending membership verification • David Tannor of Davenport University and Cornerstone University as the Editor for the <i>AMATYC News</i> to complete the term of Kathryn Kozak, effective 1/1/12 through 12/31/2013, pending membership verification

Date	Category	Motion																		
11/8/2011	Appointments	<p>and reappointment for:</p> <ul style="list-style-type: none"> • Marie Andersen as Professional Development Coordinator for a three-year period beginning 1-1-12 and ending 12-31-14, pmv. • Jim Ham, Delta College, as the Web Site Coordinator for a period of one year or until the position of Media Director is filled whichever comes first. The Board gave a special approval for Jim Ham to hold two positions in the organization. The board also allocates \$670 from special projects to cover expenses for Jim Ham to travel to Memphis to coordinate the transfer of the responsibility for the AMATYC web site to the Memphis office. 																		
11/8/2011	Finance	<p>Amended motion that Section 6.9.1 in the AMATYC PPM be revised to the following:</p> <p>6.9.1 Reassigned Time The following positions are eligible for reassigned time and/or clerical assistance. Prior to the SBM in odd-numbered years, the Financial Committee will determine the amount of remuneration for one course. <9/24/2007> <SBM 2010> Currently, the one course for reassigned time/clerical support will be up to \$3000. <SBM 2010></p> <table border="1" data-bbox="686 870 1499 1190"> <thead> <tr> <th>Position</th><th>Course releases per year</th><th>Account number(s)</th></tr> </thead> <tbody> <tr> <td>President</td><td>Five</td><td>3032 Jan 1, 2014</td></tr> <tr> <td>President-Elect</td><td>Two</td><td>3033, Jan 1, 2014</td></tr> <tr> <td>Past-President</td><td>Two</td><td>3006, Jan 1, 2014</td></tr> <tr> <td>Treasurer</td><td>Two</td><td>3040, 3730, Jan 1, 2014</td></tr> <tr> <td>Program Coordinator</td><td>One</td><td>3730, Jan 1, 2014</td></tr> </tbody> </table> <p>Effective Fall 2012, the remuneration of two courses reassigned time per semester (four total in an academic year) for the Conference Coordinator may be distributed directly to the individual, to the individual college, or used for clerical assistance.</p> <p>The intent of AMATYC reassigned time is to provide release from teaching or administrative duties. However, when that is not possible, the individual may receive the funds directly.</p>	Position	Course releases per year	Account number(s)	President	Five	3032 Jan 1, 2014	President-Elect	Two	3033, Jan 1, 2014	Past-President	Two	3006, Jan 1, 2014	Treasurer	Two	3040, 3730, Jan 1, 2014	Program Coordinator	One	3730, Jan 1, 2014
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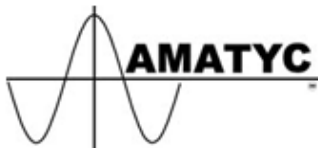

Date	Category	Motion
11/8/2011	Finance	<p>Motion that PPM 6.2 be revised as shown immediately:</p> <p>Investment Guidelines</p> <ol style="list-style-type: none"> 1. Longer term (over one year) securities must contain at least two or more maturities, and no single issue, when purchased, account for more than 4% of the total amount, and is limited to a maximum investment of \$50,000.00. 2. In order to be eligible for investment, rated bonds must carry a rating of AA+. If a bond is downgraded below AA+, the Trustees must be notified immediately.
11/8/2011	Conference	<p>Motion that PPM 8.12.3 be revised as shown immediately:</p> <p>8.12.3 Registration Fee Formulas</p> <p>The annual conference discount registration fee for members shall be determined by the Executive Board 18 months before the conference<SBM 2011>. The following formula may be used: (total projected conference expenses - projected costs for travel, food, and lodging of elected and appointed AMATYC officials reimbursed for conference expenses) divided by the projected number of full conference paid attendees + \$25. This number will be rounded up to the nearest whole dollar multiple of 5. However, the Executive Board has the authority to set the fee at a lower level due to economic circumstances or other unforeseen circumstance.</p> <p>The differential between full conference discount and regular registration fees will be \$40. The differential between any nonmember conference registration and its corresponding member conference registration fee will be the appropriate member fee (at the time the conference registration fee is approved) + \$25. <SBM 2007 and FBM 2007> The associate membership fee will not be added to any nonmember conference registration fee.</p>
11/8/2011	Professional Development	<p>Motion that effective January 1, 2012, that each of the nine AMATYC Academic Committees be allocated up to \$1000 from Special Projects if they want to offer free webinars during 2012. The money may be used for stipends to the presenters or other webinar purposes. There will be an evaluation following each webinar.</p>
11/8/2011	Publications	<p>Motion that the MATHEDCC List Serve be discontinued and the position of MATHEDCC List Manager be eliminated.</p> <p>PPM: Eliminate all of section 12.6 15.1.6 – remove line dealing with MATHEDCC List Manager</p>

Date	Category	Motion
11/8/2011	Finance	Discontinue MAA Office Motion that the AMATYC rental agreement for office space at MAA be discontinued, effective 1-1-12.
11/8/2011	Conference	Motion that items 1 and 2 in the conference selection policy 8.1.1 be replaced by: 1. To meet the needs of all AMATYC members, the location of the AMATYC Conference will move through different geographic locations in the United States and Canada. (effective with the planning for the 2019 conference)
11/8/2011	Finance	Motion that \$4,000 be allocated in the 2012 budget from special projects to fund expenses related to AMATYC involvement at the International Congress on Mathematical Education (ICME-12) in Seoul, Korea.
11/8/2011	Finance	Motion that \$350 be allocated in the 2012 budget from special projects to fund a retractable banner to be used when AMATYC exhibits at a conference.
11/8/2011	Professional Development	Amended motion that AMATYC include in the 2012 special project budget an amount of \$10,000 which will be used for technology related to the conference.
11/8/2011	Teaching Excellence	Motion that all applications for the TE Award be submitted electronically to the president elect beginning with the 2013 Teaching Excellence Award.
11/8/2011	Conference	Motion that \$40,000.00 from Special Projects be allocated for funding the 40th Anniversary Celebration Event at the 2014 Annual AMATYC Conference in Nashville, Tennessee--\$10,000 in 2012 and the rest to be dispersed in 2013 and 2014 as needed.
11/8/2011	Conference	Motion that the PAC and ITLC provide a joint themed session on Assessment at the 2012 AMATYC conference in Jacksonville.
11/8/2011	Finance	Motion to approve 2012 budget.

Date	Category	Motion
11/8/2011	Office	<p>Motion that up to \$7000 allocated from Special Project fund to bring a consultant into the office as soon as possible and send up to two office staff to the February conference. <Secretary note: the conference is the annual AVECtra Users & Developers Conference on February 26 to 28, 2012 in Orlando, Florida.></p>
11/12/2011 After DA meeting	Personnel	<p>During the Executive Session, the President reported that the Board approved the reappointments of the following individuals:</p> <ul style="list-style-type: none"> • Bill Steenken to the AMATYC Foundation Board for a term from EOC 2011 through 12/31/2015, pending membership verification • Margie Hobbs to the AMATYC Foundation Board from EOC 2011 through 12/31/2011 • Kendall Jacobs of Casper College as the Chair of the Teacher Preparation Committee, effective EOC 2011 through 12/31/2013
12/14/2011	Office	<p>Motion that the following transition plan, duties, and timeline for the AMATYC EDOO and ED below be adopted January 1, 2012:</p> <ol style="list-style-type: none"> 1. Cheryl Cleaves be appointed as EDOO for the period of January 1, 2012 to December 31, 2012 pending membership verification. 2. From January 1, 2012 until December 31, 2012, the ED and EDOO will work collaboratively to supervise the AMATYC office and other AMATYC activities according to the transition plan outlined below. 3. The EDOO position will end on December 31, 2012. <p><i>TIMELINE</i></p> <p><u>Period from January 31, 2012 through March 31, 2012</u></p> <ul style="list-style-type: none"> • EDOO and ED will work collaboratively with the staff to accomplish the action items outlined by the Executive Board at the 2011 FBM, including items identified in the SFE Summary and priorities, strategic planning from 2011 FBM and 2012 SPO. • EDOO and ED will discuss and plan for future transition plans of action items and staff organization and engage the staff in the development and implementation of the transition plan.

Date	Category	Motion
		<ul style="list-style-type: none"> • ED will go to Memphis for two days once a month to work in the AMATYC office. • Staff reports to the EDOO. The ED will be informed of staff issues and accomplishments. • EDOO, ED, and staff will create the RASI chart for the office. • EDOO, ED, and staff will develop a staff professional development plan for 2012. • ED will assess the staff non-profit training opportunities that are available for future use. • EDOO will clarify the AMATYC relationship with STCC regarding contracts and employee evaluations, etc, and communicate the outcome of to the President and ED. • EDOO, ED, and AMATYC President will participate in a conference call before 2012 SBM to discuss accomplishments, issues, strategic and operational plans for 2012 as they relate to the AMATYC office. • EDOO and ED will participate in a monthly conference call with the office staff before 2012 SBM to discuss accomplishments, issues, strategic and operational plans for 2012 as they relate to the AMATYC office. • EDOO, ED, and staff will identify the issues with the database and take measures to alleviate the problems. • EDOO, ED, and staff will document current processes and issues related to renewing of memberships and maintaining the membership database. • Both EDOO and ED will submit individual reports to SBM2012 <p><u>Period from April 1, 2012 through June 30, 2012</u></p> <ul style="list-style-type: none"> • EDOO and ED will work collaboratively with the staff and all correspondence will be sent to both the EDO and ED. Decisions will be developed and implemented collaboratively. • Action items and calendar for 2012 will be developed collaboratively by the EDOO, ED, and staff and tasks assigned to specific AMATYC staff and/or leaders. • Action items identified at the 2011 FBM will be considered, scheduled, and implemented. Accomplishments will be documents and shared with the President. • All correspondence regarding office issues and other AMATYC activities will be sent to both the EDOO and ED and copied to the Presidents. • ED will work together with the EDOO to interface with the STCC administration and mathematics faculty contact person. • ED will go to Memphis for two days once a month to work in the AMATYC office. • EDOO and ED will participate in the site visit to Anaheim. Travel money for the ED to be allocated from special projects. • In-service staff training on non-profit organizations and other items deemed necessary will begin and a long-term schedule of training developed.

Date	Category	Motion
		<ul style="list-style-type: none"> • EDOO and ED will review RASI chart and document accomplishments. This information will be shared with the President. • EDOO, ED, and staff will make sure all components of the database work. • The EDOO, ED, and AMATYC President will participate in monthly conference calls to discuss accomplishments, issues, strategic and operational plans for 2012. • Additional monthly conference calls will be held with the staff EDOO and ED to discuss accomplishments, issues, strategic and operational plans for 2012. <p><u>After July 1, 2012 through December 31, 2012</u></p> <ul style="list-style-type: none"> • ED will supervise operations in the AMATYC office. Staff will report directly to the ED. EDOO will act as a consultant when needed. • ED will go to Memphis for two days once a month to work in the AMATYC office. • The ED, EDOO, and AMATYC President will participate in monthly conference calls to discuss accomplishments, issues, strategic and operational plans for 2012. • ED will participate in monthly staff meetings. • EDOO and ED will write staff performance evaluations. • All correspondence regarding office issues will be sent to the ED by staff, leadership, etc. • Ongoing staff professional development will be planned, implemented, and documented to the President. • ED, EDOO, P, PE, PP, and T can sign checks for AMATYC. • ED and EDOO serve as liaisons between AMATYC and STCC. • EDOO and ED will submit a joint report for 2012 FBM. • ED will submit a report to the Executive Board for 2012 FBM. • The AMATYC PPM will be reviewed and revised by the PP and PE after April 1, 2012 and before 2012 FBM to reflect the changes in the above positions. <p>Budget Implications: Approximately \$1500 from special projects to cover the ED expenses on the refresh visit to Anaheim.</p>

Date	Category	Motion
12/21/2011	Conference	<p>That the attached focus group policy be approved and take effect immediately.</p> <div data-bbox="632 370 947 516">  </div> <div data-bbox="1045 381 1808 675"> <h2>Focus Group Request</h2> <p>AMATYC'S 38th Annual Conference Hyatt Regency Jacksonville Riverfront Jacksonville, FL November 8-11, 2012</p> </div> <div data-bbox="1801 321 2003 659">  </div> <p>Company/Organization Name Contact Person</p> <p>Company Name: Address Telephone () Fax () Email</p> <p>The following guidelines governing focus groups under the Policy and Procedures established by the Executive Board of the American Mathematical Association of Two-Year Colleges (AMATYC) are part of the application for space to conduct a focus group and they together constitute a contract between the COMPANY and AMATYC</p> <p>FOCUS GROUP INFORMATION AND RATES</p> <p>1 A focus group is a form of qualitative research in which a group of people are asked about their attitude towards a product, service, concept, or idea. A focus group at an AMATYC conference will consist of no more than ten to twelve AMATYC conference participants and two or three representatives from the publishing company, exhibitors, or vendors. Focus groups will not be scheduled during the opening session, regional breakfasts, Saturday breakfast or other special conference events specified by the Conference Coordinator.</p> <p>2 Focus groups held by various publishers, exhibitors, or vendors at AMATYC's Annual Conference provide the members of AMATYC with the opportunity to give feedback on textbooks and current trends in mathematics education. While AMATYC views the meetings as important, allowing too many focus groups to be scheduled in competition with the conference sessions detracts from session and committee participation. In order to maintain balance, the following guidelines will be followed by the Conference Coordinator when releasing space and setting up focus groups. The conditions listed are dependent upon the space available at the conference hotel.</p> <p>A. The Conference Coordinator will arrange space, within the limits of the space available in the conference facility, for each publisher, exhibitor, or vendor up to 2 focus groups at no charge, one during prime time and one in the late afternoon or evening (See paragraph H). Publishers, exhibitors, or vendors must notify the Conference Coordinator of their desire to have a focus group by September 1. Any requests received after the September 1 deadline will be charged a fee of \$300 per focus group if space is available. Focus groups are assigned on a first come first serve basis.</p>

Date	Category	Motion
		<p>Corporate Partners can have space for 3 additional focus groups (two prime-time, one late afternoon/evening) arranged at no charge if the Conference Coordinator is notified by September 1.</p> <p>C. For each 4 booths that a publisher, exhibitor, or vendor purchases, space for 1 additional late afternoon/evening focus group will be arranged at no additional charge if the Conference Coordinator is notified by September 1.</p> <p>D. Space for additional focus groups will be arranged for a fee of \$200 prime time or \$100 late afternoon/evening per meeting provided they are requested by September 1.</p> <p>E. Audio visual needs, Internet connections, and food and beverage needs for focus groups are not the responsibility of AMATYC and must be arranged by the publisher, exhibitor, or vendor directly with the hotel.</p> <p>F. AMATYC agrees to refund the fees for arranging a focus group if notice of cancellation is received by the Conference Coordinator, in writing or email, by October 1. Any penalties or fines imposed by the hotel are not the responsibility of AMATYC.</p> <p>G. Any group sponsoring a reception or other conference food event for at least 100 members of AMATYC may have a focus group arranged during prime time or late afternoon/evening at no charge. This is not part of the Corporate Partner Program.</p> <p>H. The following 90-minute time slots will serve as guidelines when arranging for focus groups.</p> <p>Prime Time (\$200 per session): Thursday: 9:00 – 10:30 a.m. Friday: 8:00 – 9:30 a.m. Saturday: 10:00 – 11:30 a.m. 11:00 a.m. – 12:30 p.m. 10:00 – 11:30 p.m. 12:00 – 1:30 p.m. 1:00 – 2:30 p.m. 1:15 – 2:45 p.m. 2:00 – 3:30 p.m. 3:15 – 4:45 p.m.</p> <p>Late afternoon/Evening (\$100 per session): Thursday: 5:30 – 7:00 p.m. Friday: 5:30 – 7:00 p.m. 7:30 – 9:00 p.m.</p> <p>Please submit one form per focus group requested. (Turn page over and complete payment information.)</p> <p>AMATYC will not release space to the conference hotel for focus groups until this form and payment has been received by the AMATYC Office.</p> <p>Cancellation Policy: AMATYC agrees to refund the fees for arranging space for a focus group if notice of cancellation is received in writing or email by October 1. Any penalties or fines imposed by the hotel are not the responsibility of AMATYC.</p> <p>Time Preference: Time slots will be assigned when form and payment (if necessary) is received (first come, first served). You will be contacted with the exact times of your meeting.</p> <p>Use the numbers 1 – 3 to rank your choices of presentation times with 1 being your first choice.</p> <p>Thursday: 9:00 - 10:30am 11:00am - 12:30pm 1:00 - 2:30pm 5:30 - 7:00pm 7:30 - 9:00pm Friday: 8:00 - 9:30am 10:00 - 11:30pm 1:15 - 2:45pm 3:15 - 4:45pm 5:30 - 7:00pm Saturday 10:00 - 11:30am 12:00 - 1:30pm 2:00 - 3:30pm</p>

Date	Category	Motion
		<p>Facilitator Information: Please provide following information – Facilitator name and relationship to the publisher, exhibitor, or vendor, and the purpose or nature of the focus group. If this meeting pertains to a particular author or textbook, please provide that information.</p> <p>Facilitator Name:</p> <p>Purpose of Focus Group:</p> <p>Signature: Date: (Authorized Agent)</p> <p>Name: Title of Signatory (Please type or print name)</p> <p>Make checks payable to AMATYC and send to: Direct questions to: AMATYC Keven Dockter Southwest Tennessee CC Anoka-Ramsey CC 5983 Macon Cove 11200 Mississippi Blvd NW Memphis, TN 38134 Coon Rapids, MN 55433 (901) 333-6243, fax (901) 333-6251 (763) 433-1499 amatyc@amatyc.org keven.dockter@anokaramsey.edu</p> <p>Check Type: <input type="checkbox"/>Personal <input type="checkbox"/>Business Check # Amount \$</p> <p>Credit card payments:</p> <p><input type="checkbox"/>Visa <input type="checkbox"/>Mastercard Credit Card # <input type="checkbox"/>American Express Exp. Date Signature</p> <p><input type="checkbox"/>Discover</p> <p>Amount \$ Print Name Address of Card Holder (if different from company address on front)</p> <p>Please submit one form per focus group requested.</p>
1/14/2012	Publications	<p>That the following individuals be appointed to the respective positions for the term indicated, pending membership verification:</p> <p>Steve Wilson – Editing Director, from 1-1-12 through 12-31-14</p> <p>Kathy Mowers – Mu Alpha Theta Representative, from 1-1-12 through 12-31-13</p> <p>Pat Rhodes – Professional Networking Coordinator, from 1-1-12 through 12-31-12</p>

Date	Category	Motion
1/14/2012	Student Math League	That Paul Kinion be appointed to the SML Test Development Team as a Central Region representative, pending membership verification. The term of office will commence 4-1-12 and end 3-31-14.
1/14/2012	Foundation	That Jane Tanner, Northeast VP, be appointed to the AMATYC Foundation Board from 1/1/12 through 12/31/13.
1/14/2012	Personnel	That Bruce Yoshiwara, West VP, be appointed to the Personnel Committee from 1/1/12 through 12/31/13.
1/14/2012	Foundation	That the attached Chapter 14, AMATYC Foundation Policies, be approved and included in the AMATYC Policies and Procedures Manual. (Appendix A)
1/14/2012	ITLC	That the Innovative Teaching and Learning Committee (ITLC) will sponsor an “Ignite Event” at the 38th AMATYC Annual Conference in Jacksonville, 2012 and that up to \$3500 will be allocated from Special Projects to cover the cost of the event.
1/14/2012	Student Math League	That the following individual be appointed to the respective position for the term indicated, pending membership verification: Steve Blasberg – SML Test Developer, from 1-1-12 through 3-31-14 (*) *As this is beyond the normal term limit, it requires a 2/3 majority of the board.
1/14/2012	Conference	That, effective immediately, the site refresh visit 12 – 18 months prior to a conference is conducted by the Conference Coordinator, Program Coordinator, any individuals who are shadowing those positions and Local Events Coordinator.
2/2012	Minutes	That the SPO 2012 minutes be approved.

Date	Category	Motion
2/2012	Conference	<ul style="list-style-type: none"> • That up to \$3,000 be allocated out of special projects for the recording of sessions during the 2012 AMATYC National Conference in Jacksonville, FL • That the sessions to be recorded, as determined by the Program Coordinator and Conference Coordinator, be indicated in the conference program • That after the conference, links to the recorded sessions will have a prominent place on the web site and will be listed in the <i>AMATYC News</i>.
3/2012	Conference	That the AMATYC Statistics Committee hold a preconference workshop in Jacksonville, Florida on Wednesday, November 7, 2012. The workshop will be sponsored by the CAUSE project.
4/13/2012	Committees	That effective with the submission of the FBM 2012 reports, the academic committee chairs will no longer submit a list of members but will provide an estimate of the number committee members as part of their reports. (PPM 9.4)
4/13/2012	Publications	That effective in 2013, the date to receive issue #1 of the <i>AMATYC News</i> be changed from January 20 to February 1. (PPM 12.2.1)
4/13/2012	Conference Exhibits	That pending membership verification, Frank Goulard be appointed to his second term as Exhibit Chair effective 1/1/2013.
4/13/2012	Program Review Committee	That Rob Eby is reappointed, pending membership verification, to an at-large position on the AMATYC Program Review Committee beginning at the conclusion of the 2012 conference and ending at the conclusion of the 2015 conference.
4/13/2012	Program Review Committee	That Amy Tankersley be appointed, pending membership verification, as the Nashville regional representative position on the AMATYC Program Review Committee beginning at the conclusion of the 2012 conference and ending at the conclusion of the 2015 conference

Date	Category	Motion
4/13/2012	Publications	Pending membership verification, to appoint Connie Buller, Metropolitan CC, as the editorial panel member from the Central Region; reappoint Tim Mayo, Mohave CC, as the editorial panel member from the Southwest Region; and to reappoint Robert Cappetta, College of Du Page as the editorial panel member from the Midwest Region.
4/13/2012	Website	That, pending membership verification, Joyce Friske be reappointed as Affiliate Website Director. This her third term will begin July 1, 2012 and will end on June 30, 2014 or when the responsibilities of the position can be assumed by the individual managing the web site whichever is sooner.
4/13/2012	Academic Committees	That, pending membership verification, the attached list of regional representatives to the nine AMATYC academic committees be approved. The terms will run from appointment through EOC 2013.
4/13/2012	Website	That AMATYC Networks (ANets) no longer be available. (PPM 9.8)
4/13/2012	Digital Products	To eliminate Section 11.4.1 of the PPM related to the appointment process, term of office, qualifications, and duties of the <i>Beyond Crossroads</i> Digital Products Coordinator. (PPM 11.4.1)
4/13/2012	Placement and Assessment	That the revised position statement on Academic Assessment of Mathematical Programs be reaffirmed with the changes submitted by the Placement and Assessment Committee.
4/13/2012	Academic Committees	That the two term limit for regional and at-large representatives to AMATYC Academic Committees be eliminated, effective immediately. (PPM 9.4)
4/13/2012	Office	Purchase “small office” American Society of Association Executive (ASAE) membership. Made by Kathryn Kozak and seconded by Stefan Baratto.

Date	Category	Motion
4/13/2012	Office	Purchase SmartSheet software to manage tasks electronically.
4/13/2012	Website	AMATYC develop a privacy policy and procedures for publication on the AMATYC website. (PPM to be determined)
4/13/2012	Minutes	AMATYC establish a written policy to be added to PPM that outlines the following: who records the official minutes, what is included in the final minutes, what method is used to take minutes, and how they are retained. (PPM to be determined)
4/13/2012	Board	That the following policy be adopted: When traveling for AMATYC business, a full-time staff employee may request a cash advance to cover anticipated expense (i.e. baggage handling, tips, meals, etc.). The amount will be determined by length of travel and in consultation with the AMATYC Treasurer and Executive Director of Office Operations. (PPM6.10.2, 7.1 item #3)
4/14/2012	Conference - Commercial	That the definition, on the attached page, of a session which is commercial be adopted and placed into the Policy and Procedures Manual in section 8.10.1 Conference Program Definitions. (PPM 8.10.1)
4/14/2012	Corporate Partner Program	Revisions to current Corporate Partner Program Beginning January, 2012. That the attached Proposal for the Corporate Partner Program be approved. (PPM 6.11.5 and 8.8.1)
4/14/2012	Conference	That beginning with the 2012 annual conference, AMATYC will offer a \$50 discount on the annual conference registration fee for first-time conference attendees who register for the entire conference during the discount registration period. Single day registrations are not eligible for the \$50 discount. (PPM 8.12.3 number 6)
4/14/2012	Conference	That the discount registration for members be set at \$340 for the 2013 annual conference in Anaheim.

Date	Category	Motion
4/14/2012	Finance	That the expenditures from the cash account register from September 30, 2011 through February 28, 2012 be approved.
4/15/2012	Office	That a committee be appointed to research and purchase conferencing software from special projects money to enable the AMATYC office, board, and committee members to conduct business electronically.
4/15/2012	Delegate Assembly	That the AMATYC Delegate Assembly packet be available electronically by a link to the AMATYC website and that the link be made available to each conference attendee starting with the 2012 Jacksonville Conference.
4/15/2012	Academic Committees	That AMATYC academic committees have the option of holding virtual meetings throughout the year. (PPM to be determined)
4/15/2012	Patents	<p>That the AMATYC Office register, and renew as appropriate, the following items with the U.S. Patent and Trademark Office.</p> <ul style="list-style-type: none"> • “American Mathematical Association of Two-Year Colleges” • “AMATYC” • Logos at the discretion of the President. • “Opening Doors Through Mathematics” <p>The Executive Director of Office Operations will inform the President and Treasurer of the total cost of this endeavor after completing the process</p>
4/15/2012	Copyrights	<p>That the AMATYC Office register the following items with the U.S. Copyright Office.</p> <ul style="list-style-type: none"> • Top-level AMATYC websites • AMATYC publications at the discretion of the President <p>The Executive Director of Office Operations will inform the President and Treasurer of the total cost of this endeavor after completing the process.</p>

Date	Category	Motion
4/15/2012	Domain ownership	<p>That the AMATYC Office work with the President or a designee to determine the cost of obtaining the following domains.</p> <ul style="list-style-type: none"> • amatyc.edu • amatyc.net • matyc.edu • matyc.net • amatyc.com • matyc.com <p>If the President determines the cost of obtaining these domains to be reasonable, then the President may direct the Office to obtain the domains.</p>
4/15/2012	RMETYC committee	<p>A two-hour research pre-session be offered during the evening of Wednesday, November 7, 2012 at a time to be determined by the conference coordinator. The purpose of this pre-session is for presenters to report on <u>preliminary research</u> in which they are currently engaged, and participate in scholarly discussion of said research.</p> <p>The RMETYC committee chair will work with the conference coordinator to plan and publicize the pre-session.</p>
4/16/2012	Executive session	<p>The during Executive Session, the Board took the following actions: The ME Award winner was selected. Pending membership verification, the following three names for Teacher Prep academic committee executive board were approved Ruth Collins, Mid-Atlantic, Walden University, lv2fly@comcast.net; Dan Fahringer, Member-at-large, Harrisburg CC, dpfahrin@hacc.edu; Michelle Doucette, Northeast, Onondaga CC, doucettem@sunyocc.edu. Speakers for the Nashville Conference were selected and prioritized.</p>
4/16/2012	Regional meeting	<p>Approve of a regional meeting for the Southwest region for summer 2013.</p>

Date	Category	Motion
4/16/2012	IRS	<p>The following policy will become part of the Policy Manual as Section 2.16 Public Disclosure.</p> <p>AMATYC will supply the following documents to the public on request:</p> <ol style="list-style-type: none"> 1. IRS Form 1023: Application for Recognition of Exemption Under Section 501 (c) (3) of the Internal Revenue Code and supporting documents. 2. Letter from the IRS granting exemption. 3. IRS Form 990: Return of Organizations Exempt from Income Tax, for the previous three years. <p>The request for any or all of the three documents may be in person or in writing. If the request is made in person at the AMATYC Office in Memphis, TN., the request will be acted on the day of the request and requested documents will be provided to the requester before the close of business on the same day provided copying costs are paid in advance.</p> <p>If the request is made in writing, the requested documents will be postmarked (if mailed) within 30 days of the receipt of the request.</p> <p>AMATYC will charge 20 cents per page for copying costs and actual postage for documents that are mailed and those costs will be paid in advance by check or cash. (PPM 2.16)</p>
4/16/2012	Beyond Crossroads	<p>That a Task Force be formed to make recommendations on the updating of the AMATYC standards document, <i>Beyond Crossroads</i>. The Task Force will submit a recommendation at the SBM 2013.</p>
4/16/2012	Academic Preparation	<p>That a Task Force be formed to make recommendations on the updating of the Guidelines on Academic Preparation of Mathematics Faculty at Two-Year Colleges and Opportunities for Excellence: Professionalism and the Two-Year College Mathematics Faculty. The task force will submit regular reports to the AMATYC Board with a final report ready to start the review process at the SBM 2013.</p>

Date	Category	Motion
4/16/2012	AMATYC / ASA joint committee	That AMATYC and American Statistical Association (ASA) form a joint committee as outlined in the attached Memo of Understanding. The committee will be formed immediately after approval by the governing boards of both organizations
4/16/2012	General Finances	That the attached policy 6.10 General Financial Policies be accepted as revised.
4/16/2012	Board	<p>To replace 6.10.2 G (part B) with:</p> <p>B. Persons desiring to travel by private automobile will be reimbursed for the lesser of two costs: round-trip mileage or total air travel cost. Total air travel cost will be calculated in the following manner: Predicted round-trip coach airfare (see also item D ii above) plus round-trip cost of 1 checked bag (if applicable) plus cost of transportation to and from both departure airport and destination airport plus airport parking (if applicable).</p> <p>Airfare must be verified by an itinerary from a travel or airline site with anticipated travel dates and must be dated at least 14 days prior to the planned date of departure. Other predicted air travel costs may require verification at the request of the Treasurer.</p> <p>Round-trip mileage must be verified by a web-based map service.</p> <p>Documentation related to airfare and round-trip mileage must accompany reimbursement requests.</p>

Date	Category	Motion
4/16/2012	Board	<p>To insert after 6.10.2 H in policy manual:</p> <p>I. AMATYC Executive Board travel to Affiliate Meetings</p> <p>A. Members of the Executive Board may use a private automobile to travel to Affiliate Meetings if the round trip mileage is $\leq 1,000$ miles per trip. Round-trip mileage must be verified by a web-based map service and must accompany reimbursement request.</p> <p>B. When Executive Board members fly into a city and must travel outside the city to reach the affiliate meeting site, a rental car may be used to travel from airport to affiliate meeting site if cost of rental car, including cost of gasoline and rental car insurance, is less than the estimated cost of other means of transportation such as taxi or is the only means of accessing the affiliate meeting site.</p> <p>C. Executive Board members desiring to travel by private automobile for trips that exceed 1000 miles will be reimbursed for the lesser of two costs: round-trip mileage or total air travel cost. Total air travel cost will be calculated in the following manner: Predicted round-trip coach airfare (see also item D ii above) plus round-trip cost of 1 checked bag (if applicable) plus cost of transportation to and from both departure airport and destination airport plus airport parking (if applicable).</p> <p>Airfare must be verified by an itinerary from a travel or airline site with anticipated travel dates and must be dated at least 14 days prior to the planned date of departure. Other predicted air travel costs may require verification at the request of the Treasurer.</p> <p>Round-trip mileage must be verified by a web-based map service.</p> <p>Documentation related to airfare and round-trip mileage must accompany reimbursement requests. (PPM 6.2.10H)</p>
4/16/2012	Conference	<p>That a committee be formed to make recommendations regarding the position of conference coordinator. These recommendations may include, but are not limited to: continue the position as it currently is, outsource the responsibilities of the position, expand our contract with Experient to handle the responsibilities of the position. Recommendations will be made at the FBM 2012.</p>

Date	Category	Motion
4/16/2012	PPAC	That the Past Presidents Advisory Council meeting at AMATYC conferences be replaced with a conference call or e-meeting prior to the Fall Board meeting effective with the Jacksonville conference. The timeslot for PPAC at the conferences will be used to update the past presidents on board actions taken during the Fall Board meeting.
4/16/2012	Affiliate Scholarships	<p>That the Organization continue to provide each affiliate organization with one affiliate scholarship per year for two years (Anaheim, Nashville).</p> <ul style="list-style-type: none"> ○ Each scholarship provides for one conference registration at the member's discount rate. ○ No one may receive the scholarship more than once. ○ The Organization prefers that scholarships be awarded to recipients who have never attended the AMATYC conference. ○ The MMC and the Board will reassess this program before extending it any further. ○ The Office will provide the MMC with a list of recipients each year and their involvement in AMATYC and attendance at follow-up conferences. ○ VPs are directed to converse with affiliate presidents to determine whether scholarship recipients remain active in their affiliate organization after using the scholarships. ○ VPs will contact recipients in order to receive feedback on their experiences. VPs will request that such information be used for marketing purposes. VPs will request that recipients provide a written response to be used for marketing purposes.
4/16/2012	Website	<p>That the AMATYC president-elect work with the AMATYC website coordinator to create access to a listserve, a google group, or other media to be used as a means of electronic communication between the affiliate presidents and the AMATYC vice presidents and president-elect.</p> <p>Once the tool is in place, the AMATYC president-elect will notify the affiliate presidents and AMATYC leadership of the availability of the media for discussion purposes.</p>
4/16/2012	AMATYC bags	That up to \$2500 from Special Projects in 2012 be appropriated for the purchase of AMATYC messenger bags to be distributed as prizes at the AMATYC regional meetings in Jacksonville, 2012 academic committee meetings in Jacksonville, and the affiliate meetings after the 2012 conference.

Date	Category	Motion
4/16/2012	Financial	For the 2013 budget that the AMATYC Board be allowed to approve a deficit budget of which the deficit is no more than fifty percent of the previous year's positive change in net assets less the previous year's investment income.
4/16/2012	Conference – live streaming	To form a task force to investigate and make recommendations to have interactive live streaming presentations during the annual conference. The task force will make a recommendation at the FBM 2012.
4/16/2012	TWC	That the position of AMATYC <i>Traveling Workshop Coordinator</i> be rewritten. The <i>Traveling Workshop Coordinator</i> will work closely with and report to the <i>Professional Development Coordinator</i> . That the position of <i>Traveling Workshop Director</i> be eliminated at the end of the 2012 conference
4/16/2012	Delegate Assembly package	That, beginning with the Jacksonville conference, the AMATYC Delegate Assembly packet be available electronically on the AMATYC website 30 days before the delegate assembly.
4/16/2012	Finances	Change Section 6.10.2 D ii of the PPM to read: Authorization must be obtained in advance from the President or Treasurer if the fare, including taxes and fees, exceeding \$500 roundtrip. Failure to obtain authorization in advance may result in the traveler paying any amount in excess of \$500.
4/16/2012	Office	Pay \$750 certification fee for Accounting Director to prepare and take CNPA (Certified Non-Profit Accountant) examination.
5/2012	Minutes	That the SBM 2012 minutes be approved.
5/2012	Office	<p>That, effective June 1 2012, Cheryl Cleaves be appointed interim AMATYC Executive Director until a replacement is named.</p> <p>Funds currently allocated to the position of Executive Director may be used to cover expenses related to this appointment (for example: the travel of the AMATYC President and President-Elect to Memphis) and for the search for a new Executive Director.</p>

Date	Category	Motion
5/2012	Professional Development	<p>That the draft policy 11.1.3, <i>Traveling Workshop Coordinator</i> be approved.</p> <p>That the position of <i>Traveling Workshop Coordinator</i> be filled as soon as possible.</p> <p>That the AMATYC Policy and Procedures Manual (PPM) be amended as follows:</p> <ul style="list-style-type: none"> • Policy 11.9.3 will be replaced with Policy 11.1.3 and listed under Policy 11.1.2 (Professional Development Coordinator). • Policy 11.9.4 will be deleted from the PPM at the end of the 2012 conference.
6/2012	Foundation	<p>That Allen Angel be appointed to the AMATYC Foundation Board for a three-year term beginning immediately (January 1, 2012) and ending December 31, 2014 (pending membership verification).</p>
8/13/12	Appointments	<p>MOTION:</p> <p>A.) That the following individual be added to the AMATYC 2012 Jacksonville Local Arrangement Committee, pending verification of AMATYC membership: Bobbie Harman, Bobbie.Harman@fscj.edu<mailto:Bobbie.Harman@fscj.edu></p> <p>B.) That, pending membership verification, Clair Wladis (cwladis@bmcc.cuny.edu<mailto:cwladis@bmcc.cuny.edu>) be appointed Northeast regional rep for the RMETYC committee effective immediately and continuing through Dec. 31, 2013.</p> <p>C.) That, pending membership verification, Jon Oaks (Macomb CC, jonnyoaks@gmail.com), be appointed as interim Professional Development Coordinator. The appointment will take effect immediately and will continue until the position can be advertised to the membership and an appointment can be made to complete the term of Maria Andersen, which ends December 31, 2014.</p>
8/16/12	Conference	<p>MOTION: That AMATYC offer exhibitors the opportunity to advertise via the conference app at a cost of \$200 effective with the 2013 Anaheim Conference. The Exhibits Chair and Conference Coordinator will work together to inform exhibitors of this advertising opportunity. The Exhibitor Contract will contain the option for exhibitors to purchase this advertising.</p>

Date	Category	Motion
8/20/12	Conference	MOTION: That AMATYC allow up to 3 companies the opportunity to sponsor the conference app at a cost of \$1000 each or a single sponsor for \$2500 effective with the 2012 Jacksonville Conference.
9/20/12	Grants	MOTION: That AMATYC provide Level 1 support to the grant proposal, The Industrial Field MASTERS: Mathematics Advancing Science, Technology, Engineering Relationships using Statistics. The grant is being submitted by: John S. Pazdar, Patricia L. Hirschy, Karen B. Gaines, and Dennis C. Ebersole.
10/9/12	Grants	MOTION: That AMATYC provide Level 1 support to the grant proposal, Connecting Mathematics, Physics, and Technology Through the Use of Integrated Digital Content. The grant is being submitted by: Darrell Abney, Terry Pasley, Michael Pemberton, Dana Calland, Martha Muenks, Christopher Sears, and Scott Miller.
11/4/12	Process	MOTION: To approve the previously listed Rules of Conduct. (Attachment A)
11/4/12	Process	MOTION: To approve the provided Order of Business and agenda. (Attachment B)
11/4/12	Conference	MOTION: That the Anaheim LEC, Carol Murphy, and Conference Coordinator work together to arrange for a book drive for children in Orange County's foster care system. The book drive would be held at the 2013 Annual Conference at the Anaheim Marriott.

Date	Category	Motion																																																
11/4/12	Conference	<p>MOTION: That the following individuals be approved as members of the AMATYC 2014 Nashville Local Arrangement Committee, pending verification of AMATYC membership:</p> <table> <tr> <th>Name</th><th>School</th><th>Email</th></tr> <tr> <td>Ed Nichols</td><td>Chattanooga State CC</td><td>edward.nichols@chattanoogaastate.edu</td></tr> <tr> <td>Libby White</td><td>Chattanooga State CC</td><td>mary.white@chattanoogaastate.edu</td></tr> <tr> <td>Sherri Barnes</td><td>Chattanooga State CC</td><td>sherri.barnes@chattanoogaastate.edu</td></tr> <tr> <td>Susan White</td><td>Chattanooga State CC</td><td>susan.white@chattanoogaastate.edu</td></tr> <tr> <td>Michael Darrell</td><td>Columbia State CC</td><td>rdarrell@columbiastate.edu</td></tr> <tr> <td>James Adair</td><td>Dyersburg State CC</td><td>adair@dsc.edu</td></tr> <tr> <td>Josh Britt</td><td>Jackson State CC</td><td>jbritt11@jssc.edu</td></tr> <tr> <td>Bobby Jackson</td><td>Pellissippi State CC</td><td>rtjackson@pstcc.edu</td></tr> <tr> <td>Bill Weppner</td><td>Southwest Tennessee CC</td><td>wweppner@southwest.tn.edu</td></tr> <tr> <td>Chuck Conrad</td><td>Volunteer State CC</td><td>chuck.conrad@volstate.edu</td></tr> <tr> <td>Joy Hosey</td><td>Volunteer State CC</td><td>joy.hosey@volstate.edu</td></tr> <tr> <td>Kathy Johnson</td><td>Volunteer State CC</td><td>kathy.johnson@volstate.edu</td></tr> <tr> <td>Mary Yarbrough</td><td>Volunteer State CC</td><td>mary.yarbrough@volstate.edu</td></tr> <tr> <td>Mehdi Shariati</td><td>Volunteer State CC</td><td>mehdi.shariati@volstate.edu</td></tr> <tr> <td>Rita Sowell</td><td>Volunteer State CC</td><td>rita.sowell@volstate.edu</td></tr> </table>	Name	School	Email	Ed Nichols	Chattanooga State CC	edward.nichols@chattanoogaastate.edu	Libby White	Chattanooga State CC	mary.white@chattanoogaastate.edu	Sherri Barnes	Chattanooga State CC	sherri.barnes@chattanoogaastate.edu	Susan White	Chattanooga State CC	susan.white@chattanoogaastate.edu	Michael Darrell	Columbia State CC	rdarrell@columbiastate.edu	James Adair	Dyersburg State CC	adair@dsc.edu	Josh Britt	Jackson State CC	jbritt11@jssc.edu	Bobby Jackson	Pellissippi State CC	rtjackson@pstcc.edu	Bill Weppner	Southwest Tennessee CC	wweppner@southwest.tn.edu	Chuck Conrad	Volunteer State CC	chuck.conrad@volstate.edu	Joy Hosey	Volunteer State CC	joy.hosey@volstate.edu	Kathy Johnson	Volunteer State CC	kathy.johnson@volstate.edu	Mary Yarbrough	Volunteer State CC	mary.yarbrough@volstate.edu	Mehdi Shariati	Volunteer State CC	mehdi.shariati@volstate.edu	Rita Sowell	Volunteer State CC	rita.sowell@volstate.edu
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11/4/12	Publications	<p>MOTION: Appoint The following members to the Editorial Panel of <i>MathAMATYC Educator</i>, pending membership verification:</p> <p>Barbara Illowsky, De Anza College, West Region, illowskybarbara@deanza.edu Judith Atkinson, University of Alaska Fairbanks, Northwest Region, jaatkinson@alaska.edu Karen Watson, Fort Valley State University, At Large Member, watsonk@fvsu.edu</p> <p>Appointments are for three years beginning EOC2012 through EOC 2015 (PPM 15.1.3)</p>																																																

Date	Category	Motion
11/4/12	Conference	<p>MOTION: That the following themed sessions (6 speakers each) be offered at the 2014 AMATYC Conference in Anaheim:</p> <p>Teacher Preparation Committee (no title for session provided), Statistics Committee (no title for session provided), Mathematics Intensive Committee - six-speaker themed session, title: Teaching and Learning in Pre-calculus, Calculus, and Beyond</p>
11/4/12	Conference	<p>MOTION: A research pre-session to be offered during the evening the Wednesday prior to the start of the AMATYC Conference in Anaheim at a time to be determined by the conference coordinator. The committee requests a start time of 6:00pm (keynote address), followed by 3 breakout sessions to be offered from 7:00-7:30pm, 7:40-8:10pm, and 8:20-8:50pm. The purpose of this pre-session is for presenters to report on <u>preliminary research</u> in which they are currently engaged, and participate in scholarly discussion of this research.</p>
11/4/12	Publications	<p>MOTION: Revise sections 12.3.1 of the Policy and Procedures Manual to clarify the production process for the <i>MathAMATYC Educator</i>. See page 2 and beyond for these proposed revisions.</p> <p>In addition, change typesetting in the PPM to reflect usage on the journal name for consistency with the publication: <i>MathAMATYC Educator</i> is italicized, except that “AMATYC” is not. (Attachment G)</p> <p>Friendly amendment to motion: to change in Production #3: from document to editable electronic</p>
11/4/12	Website	<p>MOTION: That the attached changes to the policies related to the position of AMATYC Website Coordinator be adopted and that the positions of AMATYC Professional Networking Coordinator and AMATYC Affiliate Website Director be eliminated. (Attachment H)</p>

Date	Category	Motion
11/4/12	Conference	MOTION: That beginning in January 2013, individuals who qualify for lodging reimbursement must stay at the contracted hotel to receive reimbursement. This would include the SPO, spring and fall board meetings, and the annual conference. Reimbursements will not be made to individuals who choose to stay at a hotel other than the contracted hotel. Exceptions must have prior approval of the president. (PPM 6.10.2.6 and PPM 6.10.3.5)
11/4/12	Conference	MOTION: That the attached logo and theme for the 2014 AMATYC Annual Conference be approved. A color logo will be provided at the board meeting. (Attachment I)
11/5/12	IRB	MOTION: That the following policy on an AMATYC Institutional Review Board be adopted. (Attachment J) (PPM new section) Friendly amendment: Section 4 Term Length: include “The member(s)- at-large will not have a limit of terms.” Change “The IRB” to “the members of the AMATYC IRB”
11/5/12	Privacy Policy	MOTION: That the AMATYC Board adopt the attached Privacy Policy effective immediately and that an email address of help@amatyc.org be created so that persons requesting help could be forwarded to the appropriate person. (PPM standing committees) (Attachment K)
11/5/12	AMATYC / ASA Joint Committee	MOTION: Add the following language to the PPM under 9.6 for membership on the AMATYC/ASA Joint committee The Chair of the AMATYC Statistics Committee will request volunteers every spring to serve on the AMATYC/ASA Joint Committee. Interested individuals will send a one page letter of interest and a one page resume to the Chair of the AMATYC Statistics Committee. The Chair in consultation with committee members will make a recommendation to the AMATYC Board for the FBM. (PPM 9.6)

Date	Category	Motion
11/5/12	Assessment Committee	MOTION: That the AMATYC Board create an Organizational Assessment Committee that would function beginning January 1, 2013. The purpose of the Assessment Committee will be to coordinate the planning and implementation of assessment of AMATYC programs and activities. The Committee will make reports to the AMATYC Board on its findings and the implications for maintaining and improving the quality of AMATYC programs and activities. The Committee will be chaired by the AMATYC President-Elect and will be composed of two additional board members and two members-at-large. The length of appointment will be two years except for the first appointment which will be for one year. (PPM to be determined)
11/5/12	History	MOTION: That that the audio tapes of past presidents interviews created by Rikki Blair in AMATYC's possession be transferred to digital form.
11/5/12	History	MOTION: That a power point presentation of historical photos will be created to be shown at the 2014 Nashville AMATYC conference while attendees are eating breakfast on Saturday morning. Posters will be created and placed in strategic locations around the conference center of "Remember when..." with a photo and a short description.
11/5/12	EXECUTIVE SESSION RESULTS	EXECUTIVE SESSION RESULTS: Three individuals were appointed to the AMATYC/ASA Joint Committee (Mary DeHart term ending 2014; Mary Moynihan, term ending 2015; and Julie Hanson, term ending 2013), Jon Oaks was appointed professional development coordinator for a term ending December 31, 2014, and John Pazdar was appointed AMATYC Grants Coordinator term of appointment EOC 2012 and run through EOC 2015. George Hurlburt, was appointed website coordinator for one year, 2013. Susan Stickland was re-appointed as student math league coordinator, 7/1/13 through 6/30/15. Keven Doctor was appointed to a new term, 2014 – 2018, as conference coordinator with a unanimous vote. Jeff Hughes was approved as the Local Events Coordinator for the 2015 Annual AMATYC Conference in New Orleans.
11/6/12	Budget / membership	MOTION: Adopt a calendar-based membership renewal method. (PPM 7.1.4)
11/6/12	Budget	MOTION: Incorporate the SmartSheet annual fee (\$625) as a regular budget line item.

Date	Category	Motion
11/6/12	Budget / Office	MOTION: Adopt attached Equipment Replacement Cycle and replace section 7.1.5 in the PPM. (PPM 7.1.5) (Attachment L)
11/6/12	Conference	MOTION: Discontinue the \$50-FTA discount to the graduate student full conference registration rates. (PPM 8.12.3)
11/6/12	Budget	MOTION: That the expenditures from the cash account register from March 1, 2012 through September 30, 2012 be approved.
11/6/12	Delegate Assembly	<p>MOTION: For the 2013 – 2014 (Anaheim and Nashville conferences) each state and province will have two delegates to the AMATYC Delegate Assembly with the following exceptions: California(over 101 colleges), three (3) additional state delegates for a total of five (5); Illinois, New York, North Carolina, and Texas (each over 51 colleges), each receives one (1) additional state delegate, for a total of three (3) for each state.</p> <p>For the 2013 – 2014 cycle (Anaheim and Nashville conferences) each affiliate will have one delegate to the AMATYC Delegate Assembly (in addition to the affiliate president) with the following exceptions: NYSMATYC one additional delegate (83 members of AMATYC and NYSMATYC) IMACC one additional delegate (53 members of AMATYC and NYSMATYC)</p>
11/6/12	EXECUTIVE SESSION RESULTS	<p>EXECUTIVE SESSION RESULTS: Chris Lat-Kit Yuen was appointed as the AMATYC Research Associate (ARA) for his research project entitled “Mathematics Anxiety Learning Phenomenon: Adult Learner’s Lived Experience and its implications for Developmental Mathematics Instruction.” AMATYC support includes:</p> <p>\$300 award to cover some of the research expenses Opportunity to present findings at a future AMATYC conference Opportunity to present findings in an article for the <i>MathAMATYC Educator</i>.</p>
11/6/12	Minutes	MOTION: That the attached minutes’ committee recommendations be approved. (PPM 5.1.8)
11/6/12	Membership / Office	MOTION: That the office staff back up the AMATYC membership database once per month. The backup file should be stored on at least two locations

Date	Category	Motion
11/6/12	Affiliation	MOTION: That AMATYC end its membership in the Triangle Coalition for Science and Technology Education effective with the due date for 2013 dues. (PPM 5.2, 5.3, 6.7.2, 13.3)
11/7/12	Position Statement	MOTION: That the attached AMATYC Position Statement on Proctored Testing be endorsed by the AMATYC Executive Board. (PPM 15.11.2) (Attachment E)
11/7/12	Budget	MOTION: That the 2013 AMATYC budget be approved.
11/21/12	Minutes	MOTION: That the FBM 2012 minutes be approved.
12/5/12	Academic Committees	<p>MOTION: That, pending membership verification, the following list of regional representatives to the AMATYC academic committees be approved. The terms will run from appointment through EOC 2013.</p> <p>RMETYC Keith Nabb (At-large), Moraine Valley CC, nabb@morainevalley.edu and Amber Rust (Mid-Atlantic), College of Southern Maryland, amberr@csmd.edu</p> <p>Teacher Prep Judith Sallee (Midwest) jsallee@harpercollege.edu; Mary Beard (West), Kapi'olani Community College, mbeard@hawaii.edu; Dan Fahringer (At-Large), Harrisberg Community College, dpfahrin@hacc.edu</p> <p>Math for AAS Programs Willie Bryant (Southeast), Williamsburg Technical College, bryantw@wiltech.edu</p> <p>ITLC Susan McCourt (Northeast), Bristol CC, susan.mccourt@bristolcc.edu; David Graser (Southwest), Yavapai CC, david.graser@yc.edu; Barbara Illowsky (West), DeAnza College, illowskybarbara@deanza.edu; Evan Evans (Mid-Atlantic), Frederick CC, eevans@frederick.edu</p> <p>DMC Roxann King (Mid-Altantic), Prince George's CC, rking@pgcc.edu</p> <p>PAC Christine Mirbaha (Mid-Atlatic), CC of Baltimore County, cmirbaha@ccbcmd.edu</p>

Date	Category	Motion
12/28/12	Editors	MOTION: That, pending membership verification, Daniela Zemanek, Pitt CC (dzemanek@email.pittcc.edu) be appointed to complete the term of David Tannor as editor of the <i>AMATYC News</i> . Effective immediately and ending December 31, 2013. David Tannor, Grand Rapids CC (niiokantah@gmail.com) be appointed as editor of <i>MathAMATYC Educator</i> effective immediately and ending EOC 2015.
1/15/13	Webinars: Professional Development	MOTION (SP_IB): That the AMATYC Professional Development Coordinator and AMATYC academic committee chairs, and coordinators and directors of other AMATYC programs (SML, Grants, etc.), will work to increase the number of webinars offered.
1/15/13	VPs and Marketing	MOTION (SP_ID): That the regional VPs and the Marketing Committee will develop a process to communicate directly with adjunct mathematics faculty using AMATYC affiliates and campus reps.
1/15/13	RMETYC	MOTION (SP_II): That the AMATYC Board will encourage RMETYC to conduct a literature review of the impact of the use of technology on learning and present the results to the AMATYC community.
1/15/13	Math Intensive and Math for AAS	MOTION (SP_IIC): That the AMATYC President will direct the Mathematics Intensive Committee and the Mathematics for AAS Programs Committee to develop or revise positions papers regarding the appropriate mathematical outcomes for college level students in a variety of academic programs and career paths.
1/15/13	Conference	MOTION (SP_IID): That a committee be form to begin planning for a themed session for the 2015 AMATYC Conference in New Orleans during which visiting speakers from business, government, and industry would present.

Date	Category	Motion
1/15/13	TWC – Professional development	MOTION: That Ana Jimenez be appointed to the position of Traveling Workshop Coordinator, pending membership verification. Appointment is effective immediately and runs through EOC2015.
1/15/13	Grants	MOTION: That AMATYC supports the development of a relationship between the NASA and AMATYC as described in the attached proposal from AMATYC Grants Coordinator, John Pazdar.
1/15/13	Grants	MOTION: That AMATYC provide Level 1 support to the grant proposal, Project ACCCEPT: Advancing Community College Chairpersons: Education, Professionalism, and Training The grant is being submitted by: John S. Pazdar, Patricia L. Hirschy, Karen B. Gaines, and Dennis C. Ebersole.
1/25/13	Professional Networking	Motion: That a Professional Networking Committee be established to provide assistance and input into AMATYC's presence on social media.
1/25/13	Conference	Motion: That Helen (Honey) Kirk be appointed to the position of AMATYC Assistant Conference Coordinator, pending membership verification. (PPM 15.1.2) Appointment is effective immediately and runs through EOC2015.
2/26/13	Foundation Board	Motion: That Pat McKeague be appointed to the AMATYC Foundation Board for a three-year term beginning immediately (January 1, 2013) and ending December 31, 2015 (pending membership verification). (PPM 15.1.7)
4/5/13	Dev Ed	MOTION: That the renaming of the attached position statement currently titled <i>Teacher Qualifications for Developmental Mathematics</i> to <i>Professional Development for Teachers of Developmental Mathematics</i> be accepted as a minor revision. (PPM. 15.11.2) (ATTACHMENT E)
4/5/13	PAC	MOTION: That the attached Position Statement on the Initial Placement of Two-Year College Students Into the Mathematics Curriculum be reaffirmed. (PPM. 15.11.2) (ATTACHMENT F)

Date	Category	Motion
4/5/13	Conference	MOTION: That Darlene Winnington be appointed to her second term as Conference Presider Chair effective 1/1/2014 upon verification of membership. (PPM 15.1.2)
4/5/13	Conference	MOTION: That Patricia Rome be appointed, pending membership verification, as the New Orleans regional representative on the AMATYC Program Committee beginning at the conclusion of the 2013 conference and ending at the conclusion of the 2016 conference. (PPM 15.1.2)
4/5/13	Conference	MOTION: That the term of Helen “Honey” Kirk as AMATYC Assistant Conference Coordinator be corrected to run until December 31, 2015 instead of EOC 2015 and the term of David Tannor as <i>MathAMATYC Educator</i> run until EOC 2017 instead of EOC 2016. (PPM 15.1.2 and 15.1.6)
4/5/13	Minutes	MOTION: That the minutes of the AMATYC SPO, SBM, and FBM be posted on the AMATYC website beginning with the 2012 SPO minutes and that the board motions be posted beginning with the 1991 list of motions. (PPM.5.5 General Duties item 9)
4/5/13	Minutes	MOTION: That the following correction be made to the 2012 AMATYC SBM minutes: SBM 2012 approved minutes had the attachment for PPM 6.10.2 incorrect. The approved minutes contained the existing PPM language when it should have had the approved language.
4/5/13	Dev Ed	MOTION: That the attached position statement on The Appropriate Use of Intermediate Algebra as a Prerequisites Course be approved in concept and that an input hearing be scheduled for the 2013 AMATYC conference in Anaheim. (ATTACHMENT G)
4/5/13	Position Statments	MOTION: The resolution Regarding Selling Textbooks be reaffirmed with reaffirm date of April 5, 2013. (PPM 15.11.1)
4/5/13	ITLC	MOTION: That the Innovative Teaching and Learning Committee (ITLC) sponsor a second “Ignite Event” at the 39 th Annual Conference in Anaheim, 2013

Date	Category	Motion
4/5/13	Publications	<p>MOTION: Modify current policy (9.9.1) to state: Prior to posting on the AMATYC website and publishing in the <i>AMATYC News</i>, the President sends the position statement to the Editing Director and through professional editing. <i>After professional editing, the Editing Director will send file to the Publication Director for proper formatting, retention, and archiving before file is sent to the Website Coordinator for posting.</i> (PPM 9.9.1)</p>
4/5/13	Grants	<p>MOTION: That the AMATYC FutureGrant Leadership Program as described in the attachment, be adopted with a review at the SBM 2015. (PPM New 10.3.4) (ATTACHMENT J)</p>
4/5/13	Grants	<p>MOTION: That the duties of the AMATYC Grants Coordinator be modified as described in the attachment. (PPM 10.2.3) (ATTACHMENT K)</p>
4/5/13	Math League	<p>MOTION: That the following statement be added to 10.1.2 Student Mathematics League Rules</p> <p>Disaster circumstance: Should a disaster of any type cause a participating campus to be closed and unable to give the SML during the last week of a testing window, that campus will be allowed to participate, provided they can administer the exam by the end of the seven-day period following the closing of the testing window. Proof of the circumstances and the campus closure must be sent to the SML Coordinator by the end of the same seven-day period following the testing window. If it is impossible to schedule the test in the extension period, the team score for the year for that campus will be double the score of the round in which they were able to participate (but no individual scores may be doubled and students from that campus will most likely not be eligible for any awards). SML Moderators should be alert to potential weather-related disasters when possible and plan accordingly when scheduling dates for the test. (PPM 10.1.2)</p>
4/6/13	Budget	<p>MOTION: That the expenses from the cash account register from October 1, 2012 through February 28, 2013 be approved.</p>

Date	Category	Motion
4/7/13	Beyond Crossroads	<p>Motion: That the following preliminary plan be adopted for the revision of <i>Beyond Crossroads</i>:</p> <ol style="list-style-type: none"> 1. The AMATYC Executive Board should appoint a Project Director (PD) for the revision of <i>Beyond Crossroads</i>. This should be done so that the PD can start work in early fall of 2013. 2. The PD and Grants Coordinator will locate funding sources (both public and private) for the development, writing, production, and distribution of this revision. 2. The PD and AMATYC Executive Board will identify a Project Team to lead this project, carry-out the necessary work, and see it through to its logical conclusion. A timeline, scope of the project and budget for the project should be presented to the AMATYC Board by SBM 2014. 3. The revision of <i>Beyond Crossroads</i> should contain the following: <ol style="list-style-type: none"> a. Separate monographs on different topics in mathematics (developmental, statistics, etc.) if this is a feasible option b. Use of emerging technologies c. Effects/influence of the Common Core on collegiate mathematics d. Examples of classroom practice, best practices in teaching conceptual foundations, and effective assessment techniques. <p>It is intended that this revision will update and extend the ideas in <i>Beyond Crossroads</i> and will not be a wholesale replacement.</p>
4/7/13	General	<p>MOTION: That the attached position statement on The Academic Preparation of Mathematics Faculty at Two-Year Colleges be approved in concept and that an input hearing be scheduled for the 2013 AMATYC conference in Anaheim. (ATTACHMENT L)</p>

Date	Category	Motion
4/7/13	Executive session motions	<p>MOTIONS: 2013 TE Award recipients were announced. Recommended names for speakers for Thursday and for Saturday breakfast were ranked. Slate of candidates for the 2013 Executive Board positions was approved as presented. Pending membership verification the following appointments were made for 1/1/14 through 12/31/15: Placement and Assessment committee chair, Behnaz Rouhani; Teacher Prep committee chair, Andy D. Jones; Division/Department Issues Committee chair, Sean Simpson; Mathematics Intensive/College Mathematics Committee chair, Sandy Poinsett; Mathematics for AAS Programs Committee chair, Ned Schillow; Developmental Mathematics Committee chair, Linda Zientek; Innovative Teaching and Learning Committee chair, Fred Feldon; Research in Mathematics Education in TYC Committee chair, April Strom; Statistics Committee chair, Mary DeHart. (PPM 15.1.3) Pending membership verification the following reappointment was made for 1/1/14 through 12/31/16: Exhibit Chair, Darlene Winnington.(PPM 15.1.2) Pending membership verification the following appointment was made effective immediately: member-at-large on the editorial panel of the MathAMATYC Educator, Sang Lee. (PPM 15.1.6) Pending membership verification the following appointment was made for 4/6/13 through 12/31/13: Foundation Board member, Rachel Black. (PPM15.1.7)</p>
4/7/13	Dues	<p>MOTION: That effective July 1, 2014, the annual membership dues for a regular AMATYC member be \$85.00</p>
4/7/13	PPM	<p>MOTION: That the changes and updates to the following sections of the AMATYC Policy and Procedures Manual be approved.</p> <p>Sections: 1-4, 5.7, 12.2, 12.2.1, 12.2.2, 12.2.3, 12.3, 12.3.3, 12.3.4. and 15.8 (PPM 1-4, 5.7, 12.2, 12.2.1, 12.2.2, 12.2.3, 12.3, 12.3.3, 12.3.4. and 15.8)</p>
4/7/13	Mathways	<p>MOTION: That AMATYC endorse the New Mathways Project (NMP) summer institute planned by the Charles A. Dana Center to be held during the summer of 2013. (PPM 15.3)</p>

Date	Category	Motion
4/7/13	Conference	<p>MOTION: That the AMATYC President or President-Elect (whomever will preside) be included on the site refresh visit, effective with the site refresh visit planned for the 2014 AMATYC conference in Nashville. (PPM 8.2 # 31 in conference timetable, 8.4 CC duties prior to conference, #1)</p>
4/7/13	Board elections	<p>MOTION: That the 2013 AMATYC election for the executive board be held electronically, according to the same guidelines followed in 2011, managed by Ken Mead, Professor of Mathematics and Computer Science at Genesee Community College, Batavia, NY. The updated guidelines are as follows:</p> <ul style="list-style-type: none"> • AMATYC members will be notified by a letter sent to their college/home that the election will be by electronic ballot and to verify each members' email address in the AMATYC database. The date of this mailing will be 4/22/13. According to policy, Section 4.3.3, May 31, 2013 is the cut-off date for membership and members who are eligible to vote in the 2013 election. • AMATYC members will be notified in the 2013 September AMATYC newsletter that the 2013 election will be by electronic ballot. • Ken will receive the active AMATYC member database with email address and AMATYC region. • Ken, will create a ballot for each of the 8 AMATYC regions. Each ballot includes the candidates for national offices and the candidates for VP in the given region. The ballots will be on the NYSMATYC website, which is hosted at Genesee CC. • All ballots must cast electronically [to the chair of the nominating committee] at least one month prior to the annual conference of the election year. (September 30, 2013) • On September 1, 2013 an email will be sent to all members eligible to vote informing them that they need to register for the election. <ul style="list-style-type: none"> ○ The webmaster checks the registration against the database and sends the voter a link to their individual ballot. ○ The voter goes to the link and votes. ○ Each voter can only vote one time. ○ Two tables are created from the database: (1) the database, email, and region and (2) a table with ID encrypted (without names). Only Ken has access to the two tables. • Ken will report the outcome of the voting to the Chair of the Nominating Committee, Rob Farinelli, by October 2, 2013. <p>(PPM? New section?)</p>

Date	Category	Motion
4/7/13	General	MOTION: The Immediate Past President shall be awarded a lifetime membership upon completion of that person's term as Immediate Past President. (PPM yet to be determined)
4/7/13	Conference	MOTION: That a new single-day Anaheim conference rate for adjuncts be established as follows: AMATYC Member: Single Day, Adjunct \$75 Non-member: Single Day, Adjunct \$100
4/7/13	Conference	MOTION: That AMATYC contract with X-CDE Technologies to record 1 day of sessions in one room at the Anaheim Conference. The Conference Coordinator and Program Chair will determine which day is most appropriate to record. These videos will be places on the AMATYC website where individuals will be able to view them at no charge. The videos will be available by December 1, 2013.
4/7/13	Conference	MOTION: That, for 2014, conference registration rates for retirees be offered. These rates should be one-half of the corresponding full registration rates and will not include ticketed functions. Individuals who receive AMATYC support for the conference will not be eligible for these rates.
4/7/13	Publications	MOTION: Update the author and production guidelines for the <i>MathAMATYC Educator</i> , as posted on the AMATYC website. (ATTACHMENT I). (PPM 15.8)
5/6/13	Conference	MOTION: That a new single-day Anaheim conference rate for adjuncts be established as follows: AMATYC Member: Single Day, Adjunct \$75 Non-member: Single Day, Adjunct \$100 Rescinds earlier motion

Date	Category	Motion
5/15/13	Website	<p>MOTION: That AMATYC enters into a contract with YourMembership.com, a Florida corporation with offices at 9620 Executive Center Drive North, Suite 200, St. Petersburg, Florida 33702, to become AMATYC's integrated webhosting and online database company.</p> <p>When the new website and member database are functioning on the YourMembership server to the satisfaction of the President, the contracts with APLUS and AVECTRA will be discontinued.</p>
5/17/13	JWC	<p>MOTION: The charge of the JCW is to identify mechanisms for the enhancement of opportunities for women in the mathematical and statistical sciences, recommend actions to the governing bodies of the member societies in support of these opportunities, and document its recommendations by presenting data. The JCW is a joint committee of seven mathematical and statistical societies: American Mathematical Society (AMS); American Statistical Association (ASA); Association for Women in Mathematics (AWM); Institute of Mathematical Statistics (IMS); Mathematical Association of America (MAA); National Council of Teachers of Mathematics (NCTM); and Society for Industrial and Applied Mathematics (SIAM). AMATYC is the only major mathematics organization missing from the list.</p>
5/17/13	General	<p>MOTION: That AMATYC adopt the attached Policy on a Welcoming Environment and publish it on the AMATYC website.</p>
5/23/13	MAT	<p>MOTION: That, pending membership verification, Kathy Mowers, Owensboro (Kathy.mowers@kctcs.edu), be reappointed as AMATYC's representative to Mu Alpha Theta. Effective EOC 2013 and ending EOC 2015. (PPM 15.1.4)</p>
7/9/13	Beyond Crossroads	<p>MOTION: That, pending membership verification, Rob Farinelli be appointed project director for the revisions of Beyond Crossroads. (PPM 15.8.1)</p>
7/9/13	Conference	<p>MOTION: That the 2014 and 2015 AMATYC Annual Conference discount registration rate for AMATYC members be set at \$350.</p>

Date	Category	Motion
7/9/13	Conference	MOTION: That the following order of cities be used in negotiating for the 2019 conference. <ol style="list-style-type: none"> 1. Milwaukee 2. Louisville 3. Kansas City
7/9/13	Executive Director	MOTION: That the attached job description be approved for the Executive Director of AMATYC.
8/3/13	Investments	MOTION: That the attached Investment Policy with Morgan Stanley and AMATYC Fund No. 2 be adopted. Fund No. 2 are the funds under the management of the AMATYC Foundation.
8/15/13	Grants	MOTION: That AMATYC provide Level 2 support to the grant proposal, The AMATYC FutureGrant Leadership Program With: Faculty Plan and Committee Plan. The grant is being submitted by: John S. Pazdar, Patricia L. Hirschy, Karen B. Gaines, and Dennis C. Ebersole.
10/27/13	Conference	MOTION: That the Nashville LEC, Tim Britt, the Nashville local committee, and the Conference Coordinator work together to arrange for a school supply drive for needy school children in the Nashville school system. The drive would be held at the 2014 Annual Conference at the Gaylord Opryland.
10/27/13	AMATYC/ASA Joint Committee	MOTION: That Julie Hanson, SUNY Clinton Community College (julie.hanson@clinton.edu), pending membership verification, be reappointed to serve on the AMATYC/ASA Joint Committee for the term January 1, 2014 through December 31, 2016. (PPM 15.1.8)
10/27/13	Website	MOTION: That George Hurlburt, pending membership verification, be appointed AMATYC Website Coordinator for the term January 1, 2014 through December 31, 2015. (PPM 15.1.6)

Date	Category	Motion
10/27/13		MOTION: That pending membership verification, Daniela Loghin Long be appointed as editor of the AMATYC News for a first term beginning January 2014 and terminating at December 2016. (PPM 15.1.6)

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10/27/13	Conference	<p>MOTION: That the following individuals be approved as members of the AMATYC 2014 Nashville Local Arrangement Committee, pending verification of AMATYC membership. Those in yellow (highlighted) were approved last fall by the board. (PPM 15.1.2)</p> <table> <tr> <th>Name</th><th>School</th><th>Email</th></tr> <tr> <td>Barnes, Sherri</td><td>Chattanooga State CC</td><td>sherri.barnes@chattanoogaastate.edu</td></tr> <tr> <td>Everett, Angela</td><td>Chattanooga State CC</td><td>Angela.Everett@chattanoogaastate.edu</td></tr> <tr> <td>Nichols, Ed</td><td>Chattanooga State CC</td><td>edward.nichols@chattanoogaastate.edu</td></tr> <tr> <td>White, Libby</td><td>Chattanooga State CC</td><td>mary.white@chattanoogaastate.edu</td></tr> <tr> <td>White, Susan</td><td>Chattanooga State CC</td><td>susan.white@chattanoogaastate.edu</td></tr> <tr> <td>Minutolo, Jennifer</td><td>Cleveland State CC</td><td>jminutolo@clevelandstatecc.edu</td></tr> <tr> <td>Wyrick, Karen</td><td>Cleveland State CC</td><td>kwyrick@clevelandstatecc.edu</td></tr> <tr> <td>Darrell, Michael</td><td>Columbia State CC</td><td>rdarrell@columbiastate.edu</td></tr> <tr> <td>Adair, James</td><td>Dyersburg State CC</td><td>adair@dscc.edu</td></tr> <tr> <td>Britt, Josh</td><td>Jackson State CC</td><td>jbritt11@jssc.edu</td></tr> <tr> <td>Dejulia, Diann</td><td>Pellissippi CC</td><td>dmdejulia@pstcc.edu</td></tr> <tr> <td>Jansen, Margaret</td><td>Pellissippi CC</td><td>mhjansen@pstcc.edu</td></tr> <tr> <td>Martin, Kim</td><td>Pellissippi CC</td><td>ksmartin@pstcc.edu</td></tr> <tr> <td>Mosby, Brittany</td><td>Pellissippi CC</td><td>blmosby@pstcc.edu</td></tr> <tr> <td>Peavy, Nancy</td><td>Pellissippi CC</td><td>npevey@pstcc.edu</td></tr> <tr> <td>Smith, John</td><td>Pellissippi CC</td><td>jtsmith2@pstcc.edu</td></tr> <tr> <td>Tankersley, Amy</td><td>Pellissippi CC</td><td>antankersley@pstcc.edu</td></tr> <tr> <td>Jackson, Bobby</td><td>Pellissippi CC</td><td>rtjackson@pstcc.edu</td></tr> <tr> <td>McColgan, Tamara</td><td>Southwest Tennessee CC</td><td>tmccolgan@southwest.tn.edu</td></tr> <tr> <td>Weppner, Bill</td><td>Southwest Tennessee CC</td><td>wwepner@southwest.tn.edu</td></tr> <tr> <td>Hosey, Joy</td><td>Volunteer State CC</td><td>joy.hosey@volstate.edu</td></tr> <tr> <td>Johnson, Kathy</td><td>Volunteer State CC</td><td>kathy.johnson@volstate.edu</td></tr> <tr> <td>Shariati, Mehdi</td><td>Volunteer State CC</td><td>mehdi.shariati@volstate.edu</td></tr> <tr> <td>Sowell, Rita</td><td>Volunteer State CC</td><td>rita.sowell@volstate.edu</td></tr> <tr> <td>Yarbrough, Mary</td><td>Volunteer State CC</td><td>mary.yarbrough@volstate.edu</td></tr> </table>	Name	School	Email	Barnes, Sherri	Chattanooga State CC	sherri.barnes@chattanoogaastate.edu	Everett, Angela	Chattanooga State CC	Angela.Everett@chattanoogaastate.edu	Nichols, Ed	Chattanooga State CC	edward.nichols@chattanoogaastate.edu	White, Libby	Chattanooga State CC	mary.white@chattanoogaastate.edu	White, Susan	Chattanooga State CC	susan.white@chattanoogaastate.edu	Minutolo, Jennifer	Cleveland State CC	jminutolo@clevelandstatecc.edu	Wyrick, Karen	Cleveland State CC	kwyrick@clevelandstatecc.edu	Darrell, Michael	Columbia State CC	rdarrell@columbiastate.edu	Adair, James	Dyersburg State CC	adair@dscc.edu	Britt, Josh	Jackson State CC	jbritt11@jssc.edu	Dejulia, Diann	Pellissippi CC	dmdejulia@pstcc.edu	Jansen, Margaret	Pellissippi CC	mhjansen@pstcc.edu	Martin, Kim	Pellissippi CC	ksmartin@pstcc.edu	Mosby, Brittany	Pellissippi CC	blmosby@pstcc.edu	Peavy, Nancy	Pellissippi CC	npevey@pstcc.edu	Smith, John	Pellissippi CC	jtsmith2@pstcc.edu	Tankersley, Amy	Pellissippi CC	antankersley@pstcc.edu	Jackson, Bobby	Pellissippi CC	rtjackson@pstcc.edu	McColgan, Tamara	Southwest Tennessee CC	tmccolgan@southwest.tn.edu	Weppner, Bill	Southwest Tennessee CC	wwepner@southwest.tn.edu	Hosey, Joy	Volunteer State CC	joy.hosey@volstate.edu	Johnson, Kathy	Volunteer State CC	kathy.johnson@volstate.edu	Shariati, Mehdi	Volunteer State CC	mehdi.shariati@volstate.edu	Sowell, Rita	Volunteer State CC	rita.sowell@volstate.edu	Yarbrough, Mary	Volunteer State CC	mary.yarbrough@volstate.edu
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10/27/13	Conference	<p>MOTION: That the following individuals be approved as members of the AMATYC 2015 New Orleans Local Arrangement Committee, pending verification of AMATYC membership: (PPM 15.1.2)</p> <table><tr><th>Last Name</th><th>First Name</th><th>College</th><th>Email</th></tr><tr><td>Hughes</td><td>Jeff</td><td>Hinds Community College</td><td>JDHughes@hindsgcc.edu</td></tr><tr><td>Crook</td><td>Betsy</td><td>Hinds Community College</td><td>BCRandazzo@hindsgcc.edu</td></tr><tr><td>Densmore</td><td>Donna</td><td>Bossier Parish Community College</td><td>ddensmore@bpcc.edu</td></tr><tr><td>Clark</td><td>Sharon</td><td>Pearl River Community College</td><td>sclark@prcc.edu</td></tr><tr><td>Hobbs</td><td>Margie</td><td>University of Mississippi</td><td>margiehobbs@bellsouth.net</td></tr><tr><td>Britt</td><td>Eddie</td><td>Copiah Lincoln Community College</td><td>Eddie.Britt@colin.edu</td></tr><tr><td>Weaver</td><td>Jeffrey</td><td>Baton Rouge Community College</td><td>weaverj@mybrcc.edu</td></tr><tr><td>Taylor</td><td>Dennis</td><td>Baton Rouge Community College</td><td>taylord@mybrcc.edu</td></tr><tr><td>Sartor</td><td>Jeffrey</td><td>Hinds Community College</td><td>Ronald.Sartor@hindsgcc.edu</td></tr><tr><td>Flanagan</td><td>Ginger</td><td>Hinds Community College</td><td>Ginger.Flanagan@hindsgcc.edu</td></tr></table>	Last Name	First Name	College	Email	Hughes	Jeff	Hinds Community College	JDHughes@hindsgcc.edu	Crook	Betsy	Hinds Community College	BCRandazzo@hindsgcc.edu	Densmore	Donna	Bossier Parish Community College	ddensmore@bpcc.edu	Clark	Sharon	Pearl River Community College	sclark@prcc.edu	Hobbs	Margie	University of Mississippi	margiehobbs@bellsouth.net	Britt	Eddie	Copiah Lincoln Community College	Eddie.Britt@colin.edu	Weaver	Jeffrey	Baton Rouge Community College	weaverj@mybrcc.edu	Taylor	Dennis	Baton Rouge Community College	taylord@mybrcc.edu	Sartor	Jeffrey	Hinds Community College	Ronald.Sartor@hindsgcc.edu	Flanagan	Ginger	Hinds Community College	Ginger.Flanagan@hindsgcc.edu
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10/27/13	Conference	<p>MOTION: That Erica Hastert, Colorado Community Colleges Online, be approved as the Local Events Coordinator for the 2016 Annual AMATYC conference in Denver, CO pending receipt of a letter of support from her supervisor (if needed) and verification of membership. (PPM 15.1.2)</p>																																												
10/27/13	Conference	<p>MOTION: That Linda Kodama be appointed to an additional two years as Roommate Network Director effective 1/1/2014 upon verification of membership. The appointment would end 12/31/2015. (PPM 15.1.2)</p>																																												
10/27/13	Conference	<p>MOTION: That the themed sessions, offered by the following AMATYC academic committees, be offered during the 2014 AMATYC Conference in Nashville: Mathematics Intensive, Placement and Assessment, Innovative Teaching/Learning</p>																																												

Date	Category	Motion
10/27/13	Position statements	MOTION: That the “Procedure and Timeline for Development” of a position statement be modified so that the Editing Director receives drafts of position statements from the President, and returns them to the President. (PPM 9.9.2)
10/27/13	Website	<p>MOTION: To approve the following statement, pending approval by AMATYC legal counsel, as the <i>MathAMATYC Educator</i> policy on Errata, Addenda, Corrigenda, and Retraction, and also to have the statement placed on the AMATYC website:</p> <p>The <i>MathAMATYC Educator</i> is committed to quality and accuracy. We encourage any notice of inaccuracies or errors to be brought to our attention. Corrections will be published if we deem the reputation of the publication will be seriously affected. Errors related to, for example, grammar, layout, spellings, etc., that neither significantly affect the content of the publication nor readers’ comprehension, will not be addressed. All corrections will be made available on the journal’s website under the appropriate headings: Addenda, Corrigenda, Errata, and Retractions. On rare occasions an article will be retracted if it is later realized and accurately judged that its content, or parts of it, is false, is plagiarized, is defamatory, infringes on professional ethical code, undermines results, or the like.</p> <p>We would like you to assist us in keeping the quality of the publication. Should you notice any inaccuracies, or have any suggestions and recommendations, please contact the journal editor.</p>
10/27/13	Conference	MOTION: That the attached concept for a logo for the 2015 AMATYC Annual Conference be approved. A color logo will be provided at the board meeting. (ATTACHMENT G)
10/28/13	IRB	MOTION: To suspend the policy related to the AMATYC IRB until further direction is provided from the Grants Coordinator and the Executive Director by the SPO 2014.
10/28/13	Position Statement	MOTION That the AMATYC Executive Board endorses the spirit of the attached Position Statement on The Appropriate Use of Intermediate Algebra as a Prerequisites Course. (ATTACHMENT E)

Date	Category	Motion
10/28/13	Conference	MOTION: That sole sponsorship of the conference app, if one is used, will be offered as an option in event sponsorship in the Corporate Partner Program effective January 2014. In the event that more than one Corporate Partner opts for the sole sponsorship option, it will be offered to the Corporate Partner who applies and pays the required fee first. (PPM 8.8.1 and 6.11.5). (ATTACHMENT F)
10/29/13	Bylaws	MOTION: That the AMATYC Executive Board supports the proposed changes to the AMATYC Bylaws. (ATTACHMENT H)
10/29/13	Crisis Plan	MOTION: Approve the attached Crisis Plan effective end of FBM 2013 (ATTACHMENT I) (PPM new section)
10/29/13	Position Statement	MOTION: That the Position Statement on Undergraduate Textbooks be reaffirmed. (ATTACHMENT J) (PPM 15.11 /15.12)
10/29/13	Position Statement	MOTION: That the AMATYC Executive Board endorses the spirit of the attached Position Statement on the Preparation of Two-Year College Mathematics Faculty. (ATTACHMENT I)
10/29/13	Regional Conferences	MOTION: Approve the attached changes to 11.3 Regional Conferences in the PPM. The changes would be effective after the FBM2013. (PPM 11.3) (ATTACHMENT L)

Date	Category	Motion
10/29/13	Joint Committee on Women in Mathematical Sciences	<p>MOTION: That the following charge for the Joint Committee on Women in the Mathematical Sciences be endorsed: <i>Joint Committee on Women in the Mathematical Sciences is a forum for communication among member organizations about the ways in which each organization enhances opportunities for women in the mathematical and statistical sciences. JCW shall disseminate information about effective mechanisms and best practices for these enhancements through media such as its website, society publications, and presentations at meetings of the member societies. The Committee shall also recommend actions to the governing bodies of the member societies in support of these opportunities.</i></p> <p><i>Areas of attention include, but are not limited to:</i></p> <ul style="list-style-type: none"> • <i>attracting women to mathematical and statistical sciences,</i> • <i>retaining and advancing women in their careers,</i> • <i>creating a professional community that is welcoming and supportive regardless of gender, supporting the adoption of practices that minimize the potential for bias.</i>
10/29/13	Joint Committee on Women in Mathematical Sciences	<p>Motion: That the terms of office of Jane Tanner and Nancy Sattler for the Joint Committee for Women in Mathematics be approved as follows:</p> <ul style="list-style-type: none"> • <i>Nancy Sattler from 2013 until January 2016</i> • <i>Jane Tanner from 2013 until January 2017</i> <p>(PPM 15.1.8)</p>
10/30/13	Website	<p>MOTION: That a Task Force be created to make recommendations regarding who has access to the administrative back end of the Yourmembership.com site. These individuals are called site administrators. In addition, the nature of the permissions of each site administrator shall be specified.</p>
10/30/13	Website	<p>MOTION: The following AMATYC intellectual property will be available to members-only, and not to the general public or non-members on the AMATYC website: AMATYC <i>News</i>, AMATYC <i>Review</i>, <i>MathAMATYC Educator</i>, position statements, SML past tests, <i>Crossroads</i>, <i>Beyond Crossroads</i>, conference proceedings, and webinars</p>
10/30/13	Website	<p>MOTION: That a Task Force be established to make recommendations regarding the content of the members-only section of the AMATYC website.</p>

Date	Category	Motion
10/30/13	Email	<p>MOTION: That each bulk email sent to AMATYC members or non-members conform to the following guidelines:</p> <ul style="list-style-type: none"> • The AMATYC logo should appear at the top of the email. • An unsubscribe statement should appear in the footer of the email. • The font size and type used in the email should be consistent throughout. • The message must be sent by the AMATYC President or designee. • The message must be approved by the AMATYC President or designee. • Attachments should be avoided unless absolutely necessary to communicate the content of the email message. <p>Bulk email is defined as any official email sent from AMATYC membership management system using the bulk email functionality. (PPM ? section 12?)</p>
10/30/13	Publications	<p>MOTION: The AMATYC Executive Board directs the AMATYC <i>News</i> Editor to review the Focus on Affiliate schedule and determine whether a revision is warranted to accommodate differences in the number of affiliates in each region.</p> <p>Should the AMATYC News Editor determine that a revision is warranted, the editor will coordinate with their Executive Board Liaison to submit a motion to the AMATYC Executive Board. (PPM 15.8 VP.4)</p>
10/30/13	Elections	<p>MOTION: The voting period for all regular AMATYC Executive Board Elections will conclude on September 30th in the year the elections take place. This policy will begin with the elections occurring in 2015 for 2016-17 AMATYC Executive Board positions. (PPM ?)</p>
10/30/13	Officers	<p>MOTION: The support provided to the AMATYC President (five courses), President-Elect (two courses), Past President (two courses), and Treasurer (two courses), under policy 6.9.1, be provided for only reassigned time and/or clerical assistance. This change will take effect with those elected in the 2015 AMATYC Executive Board Election. (PPM 6.9.1).</p>

Date	Category	Motion
10/30/13	Investments	<p>MOTION: The AMATYC Board delegates responsibility for investing the Organization’s reserve funds (except those managed by the AMATYC Foundation) to a board of five. – This board will be known as the AMATYC Investments Board. The AMATYC Investments Board is responsible for providing continuity of oversight of the financial assets of the AMATYC reserve funds and to assure that “prudent investor” precepts are developed and followed in managing the financial assets of the AMATYC reserve funds. It is the duty of this board to implement and assure that all aspects of the AMATYC investment policy of the organization are followed with respect to the reserve funds.</p> <p>Members of this board will be appointed by the AMATYC Executive Board from the current AMATYC membership and Executive Board for their interest in accomplishing such work, and the knowledge and expertise they bring to handling and addressing such matters.</p> <p>The AMATYC Executive Board, when appointing the five members to the Investments Board, shall appoint them for staggered terms to ensure continuity over time.</p> <p>At least two members of the Investments Board should not be members of the AMATYC Executive Board. The Treasurer serves ex officio as one of the five members.</p> <p>The term of office for members of the Investments Board who are Executive Board members shall be concurrent with the term of their elected office. The term of office of the members of the Investments Board who are not Executive Board members shall be a four-year term that begins in an odd-numbered year. The AMATYC Board will make the terms of the initial appointments to implement this rotation.</p> <p>The Chairperson of the Investments Board shall be elected from among its members.</p> <p>(PPM new section in 6)</p>

Date	Category	Motion
10/30/13	Website	<p>MOTION:</p> <ul style="list-style-type: none"> • That a member of the office staff create the following custom fields in the Yourmembership.com back end for the purposes of assessing AMATYC programs: AffiliateScholarshipRecipient2013, FirstTimersDiscount2013, ProjectACCESS1, ProjectACCESS2, ProjectACCESS3, ProjectACCESS4, ProjectACCESS5, ProjectACCESS6, ProjectACCESS7, ProjectACCESS8, ProjectACCESS9, ProjectACCESS10. • That a member of the office staff create custom fields in the Yourmembership.com back end similar to the ones above to enable the AMATYC Board to include future cohorts in its assessment efforts. • That a member of the office staff set the field values of all past, present, and future Project ACCESS fellows, all current and future affiliate scholarship recipients, and all current and future first time attendee discount recipients to reflect their participation in these AMATYC programs.
10/30/13	ACCESS	<p>MOTION: A regular membership be awarded to all Project ACCESS applicants who applied in 2013 and were not selected for the Cohort.</p>
10/30/13	Budget	<p>MOTION: To approve the 2014 draft budget.</p>
11/21/13	Minutes	<p>Motion: That the minutes of the FBM 2013 be approved.</p>
11/21/13	Conference	<p>Motion: That the theme, “Jazz It Up,” be used in conjunction with the approved logo for the 2015 New Orleans Conference.</p>

Date	Category	Motion
11/21/13	CCSSM	<p>Motion: That the following statement be approved:</p> <p>"According to the Common Core State Standards Initiative, the goal of the Common Core State Standards in Mathematics (CCSSM) is to provide students with the mathematics to be career and college ready. Students with mastery of the skills and practice of the CCSSM should be prepared to succeed in a credit-bearing course at two-year or four-year colleges and universities.</p> <p>The Executive Board of the American Mathematical Association of Two-Year Colleges (AMATYC) believes that articulation agreements among two-year colleges and four-year colleges or universities guarantee equivalency of transfer level courses. We support the concept that CCSSM provide students with the necessary mathematical knowledge and thinking to enter post-secondary courses at the two-year or four-year college or university of their choice."</p> <p>If approved the statement will be posted on the AMATYC website and be included, with an introductory article, in an issue of the <i>AMATYC News</i>.</p>
11/21/13	Investment Board	<p>Motion: That, pending membership verification, William Steenken be appointed to the AMATYC Investment Board for a term beginning immediately and ending December 31, 2016.</p> <p>That, pending membership verification, Allen Angel be appointed to the AMATYC Investment Board for a term beginning immediately and ending December 31, 2014. (PPM 15.1.8)</p>
1/11/14	Appointment	That Nicole Lang, Central Vice President, be appointed to serve on the Foundation Board from January 1, 2014 through December 31, 2015. (PPM 15.1.7)
1/11/14	Appointment	That Liz Hylton, Northwest Vice President, be appointed to serve on the Strategic Planning Committee from January 1, 2014 through December 31, 2015.
1/11/14	Appointment	That Jim Ham, returning Midwest Vice President, and Ernie Danforth, newly elected Northeast Vice President, be appointed to serve on the Finance Committee from January 1, 2014 through December 31, 2015.

Date	Category	Motion
1/11/14	Appointment	That Jim Ham, returning Midwest Vice President, be appointed to serve on the Investment Committee from January 1, 2014 through December 31, 2015.
1/11/14	Appointment	That Jim Ham, returning Midwest Vice President, and Nancy Rivers, Southeast Vice President be appointed co-chairs of the Membership Committee from January 1, 2014 through December 31, 2015.
1/11/14	Appointment	That Mark Harbison, West VP, be appointed to the Personnel Committee from January 1, 2014 through December 31, 2015
1/11/14	Appointment	That Mark Harbison, West VP; Dan Fahringer, Mid-Atlantic VP; Nancy Rivers, Southeast VP; and Mary Beth Orrange, Secretary, be appointed to the Professional Development Committee from January 1, 2014 through December 31, 2015. Furthermore that Mary Beth Orrange chair the committee
1/11/14	Appointment	That Kate Kozak, Southwest VP, be appointed to the Organizational Assessment Committee and that Jim Ham, Midwest VP; Jerry Kissick and Paula Wilhite members-at-large, be reappointed to the Organizational Assessment Committee from January 1, 2014 through December 31, 2015
1/11/14	Appointment	That Mary Beth Orrange, Secretary; Nicole Lang, Central VP; Kate Kozak, Southwest VP; Jim Ham, Midwest VP; and George Hurlburt, Website Coordinator be reappointed to the Professional Networking Committee from January 1, 2014 through December 31, 2015
1/11/14	Appointment	That Susan Strickland, Dan Fahringer, Jim Roznowski serve on the committee to review eligibility to participate in the Student Math League.
1/11/14	Appointment	That Jim Roznowski chair the AMATYC 40 th Anniversary Committee
1/11/14	Dev Math Summit	That time, equivalent to that of a themed session (90 minutes), be allocated in the program for the 2014 AMATYC conference in Nashville as a follow-up to the National Summit on Developmental Mathematics which was held prior to the 2013 AMATYC conference in Anaheim. Information about presentations during this session will be submitted following the procedures established for non-reviewed conference presentations.
1/11/14	Membership	Approve the attached process for the Potential Membership List. (ATTACHMENT E)

Date	Category	Motion
1/11/14	PPM	Approve the changes to PPM 12.2 and 15.8 that are attached. (Attachment G) (PPM 12.2 and 15.8)
1/11/14	TODOS	That the AMATYC Board approve the reciprocity agreement with TODOS – Mathematics for All. (Attachment H).
11/11/14	Uri Treisman Presentation	That AMATYC co-sponsor the Uri Treisman presentation, <i>National Trends in Collegiate Mathematics</i> .
11/11/14	Executive Session	President Sattler announced that during executive session the board approved the motion that AMATYC will participate in the work being done by the University of Texas at Austin's Dana Center in developing a STEM Pathway and that Jim Roznowski be appointed to represent AMATYC in the project. At most two not-for-review sessions on the pathway to STEM programs be scheduled for the 2014 AMATYC conference in Nashville.

Date	Category	Motion
1/28/2014	minutes	That the SPO 2014 minutes be approved.
2/8/2014	position statement timeline	That the PPM be changed to allow for virtual meetings to discuss position statements and that the attached changes to PPM sections 9.9.1 and 9.9.2 be adopted by the board.
4/25/14	PPM	That the attached PPM edits and changes be approved. (Attachment F) (PPM)
4/25/14	Regional representatives	That the attached regional representatives and at large members be approved for each committee pending AMATYC membership verification. (Attachment G) (PPM 15.1.3)
4/25/14	Program review committee	That Chris Allgyer be appointed, pending membership verification, to an at-large position on the AMATYC Program Review Committee beginning at the conclusion of the 2014 conference and ending at the conclusion of the 2017 conference. (PPM)

Date	Category	Motion																																																																								
4/25/14	Program review committee	That Jeff Berg be appointed, pending membership verification, as the Denver regional representative on the AMATYC Program Committee beginning at the conclusion of the 2014 conference and ending at the conclusion of the 2017 conference. (PPM)																																																																								
4/25/14	Conference	<div>That the following individuals be approved as members of the AMATYC 2015 New Orleans Local Arrangement Committee, pending verification of AMATYC membership:</div> <table><tr><th>Last Name</th><th>First Name</th><th>College</th><th>Email</th></tr><tr><td>Hughes</td><td>Jeff</td><td>Hinds Community College</td><td>JDHughes@hindscc.edu</td></tr><tr><td>Crook</td><td>Betsy</td><td>Hinds Community College</td><td>BCRandazzo@hindscc.edu</td></tr><tr><td>Densmore</td><td>Donna</td><td>Bossier Parish Community College</td><td>ddensmore@bpcc.edu</td></tr><tr><td>Clark</td><td>Sharon</td><td>Pearl River Community College</td><td>sclark@prcc.edu</td></tr><tr><td>Hobbs</td><td>Margie</td><td>Unversity of Mississippi</td><td>margiehobbs@bellsouth.net</td></tr><tr><td>Britt</td><td>Eddie</td><td>Copiah Lincoln Community College</td><td>Eddie.Britt@colin.edu</td></tr><tr><td>Weaver</td><td>Jeffrey</td><td>Baton Rouge Community College</td><td>weaverj@mybrcc.edu</td></tr><tr><td>Taylor</td><td>Dennis</td><td>Baton Rouge Community College</td><td>taylord@mybrcc.edu</td></tr><tr><td>Sartor</td><td>Jeffrey</td><td>Hinds Community College</td><td>Ronald.Sartor@hindscc.edu</td></tr><tr><td>Flanagan</td><td>Ginger</td><td>Hinds Community College</td><td>Ginger.Flanagan@hindscc.edu</td></tr><tr><td>Renee</td><td>Austin</td><td>Hinds Community College</td><td>RDAustin@hindscc.edu</td></tr><tr><td>Carol</td><td>Walker</td><td>Hinds Community College</td><td>CMWalker@hindscc.edu</td></tr><tr><td>Gloria</td><td>Martel</td><td>LSU-Eunice</td><td>ghernand@lsue.edu</td></tr><tr><td>Darlene</td><td>Frederic</td><td>Delgado Community College</td><td>dfrede@dcc.edu</td></tr><tr><td>Darlene</td><td>Williams</td><td>Delgado Community College</td><td>dwilli@dcc.edu</td></tr><tr><td>Michael</td><td>Cruz</td><td>Delgado Community College</td><td>mcruz@dcc.edu</td></tr><tr><td>Pat</td><td>Rome</td><td>Delgado Community College</td><td>prome@dcc.edu</td></tr></table> <div>(PPM)</div>	Last Name	First Name	College	Email	Hughes	Jeff	Hinds Community College	JDHughes@hindscc.edu	Crook	Betsy	Hinds Community College	BCRandazzo@hindscc.edu	Densmore	Donna	Bossier Parish Community College	ddensmore@bpcc.edu	Clark	Sharon	Pearl River Community College	sclark@prcc.edu	Hobbs	Margie	Unversity of Mississippi	margiehobbs@bellsouth.net	Britt	Eddie	Copiah Lincoln Community College	Eddie.Britt@colin.edu	Weaver	Jeffrey	Baton Rouge Community College	weaverj@mybrcc.edu	Taylor	Dennis	Baton Rouge Community College	taylord@mybrcc.edu	Sartor	Jeffrey	Hinds Community College	Ronald.Sartor@hindscc.edu	Flanagan	Ginger	Hinds Community College	Ginger.Flanagan@hindscc.edu	Renee	Austin	Hinds Community College	RDAustin@hindscc.edu	Carol	Walker	Hinds Community College	CMWalker@hindscc.edu	Gloria	Martel	LSU-Eunice	ghernand@lsue.edu	Darlene	Frederic	Delgado Community College	dfrede@dcc.edu	Darlene	Williams	Delgado Community College	dwilli@dcc.edu	Michael	Cruz	Delgado Community College	mcruz@dcc.edu	Pat	Rome	Delgado Community College	prome@dcc.edu
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4/25/14	ITLC	That the PPM be changed to include a more detailed and informative description of the ITLC and that the attached changes be approved by the board. (Attachment H) (PPM 9.6.3)
4/25/14	Membership	That the AMATYC president write a letter to new members welcoming them to the organization and that the AMATYC office sends the letter out to new members on a monthly basis.
4/25/14	Collaboration	That the president, in consultation with the past-president and president-elect, will determine if an announcement from another organization fits the mission of AMATYC and is of interest to our members. If it is the case, the president will forward the announcement, as well as the time period for posting, to the website coordinator for posting on the website. (Website impact)
4/25/14	Position statement	That the attached position statement on The Appropriate Use of Intermediate Algebra As a Prerequisite Course be endorsed and that an input hearing be scheduled and that the statement be brought before the Delegate Assembly for a vote at the 2014 AMATYC conference in Nashville. (Attachment I)
4/25/14	Office	That the Technical Clerk travel to Nashville and work the 2014 conference.
4/25/14	Website	That forms created in YourMembership.com be reviewed by the AMATYC Office Director and Executive Director prior to publication. (PPM 12.4.1)
4/25/14	Academic Committee	That the process for establishing a new academic committee for International Mathematics begin.
4/25/14	Conference	The AMATYC Statistics Committee would like to request permission to schedule a Themed Session to be held during the 41 st AMATYC Annual Conference in New Orleans

Date	Category	Motion
4/25/14	<i>AMATYC News</i>	<p>Update the PPM for 12.2.1 Distribution section: Distribution</p> <ul style="list-style-type: none"> • The newsletter should be mailed to members using third class delivery. • The following persons should receive the <i>AMATYC News</i>: administrative officer of CBMS, executive directors of MAA, NCTM, and CBMS, and the associate executive director of MSEB. A sufficient number of copies of each issue should be sent to the chair of CBMS for distribution to CBMS members. <p>All issues of the <i>AMATYC News</i> will be placed on the AMATYC website upon publication.<<i>FBM 2010</i>> (PPM 12.2.1)</p>
4/25/14	Nominating committee	<p>That the attached revisions to policy 4.3.3, Nominating Committee be approved with the following changes: (PPM 4.3.3.1) at the end of item number one add the sentence “The person who will be President Elect during the election year, may not serve on the committee.” PPM 4.3.3.3 Item 15: change to “The names and positions of the newly elected board shall be certified by inclusion in the official minutes of the meeting.” (Attachment K) (PPM 4.3.3)</p>
4/26/14	PPM	<p>That the attached section 5.9.1 be adopted. (Attachment L) (PPM 5.9.1)</p>
4/26/14	Conference	<p>That effective with the 2015 New Orleans conference, the commercial presentation form include the following statement:</p> <p>Authors of mathematics textbooks and other mathematics professionals, who are not also full-time employees of the company purchasing the commercial session, are specifically excluded from receiving complementary name badges. They must register as an attendee of the conference.</p>
4/26/14	Conference	<p>That effective with the 2015 New Orleans conference, the exhibitor fee be raised to \$1200 for a prime booth and \$1100 for a corner booth in the AMATYC exhibit hall.</p>

Date	Category	Motion
4/26/14	Budget	That the expenditures from the cash account register from September 30, 2013, through March 1, 2014, be approved.
4/26/14	Social networking	That AMATYC establish a presence on the social networking site, Instagram at instagram.com
4/26/14	Position statement	That the attached position statement on The Academic Preparation of Mathematics Faculty at Two-Year Colleges be endorsed and that an input hearing be scheduled and that the statement be brought before the Delegate Assembly for a vote at the 2014 AMATYC conference in Nashville. (Attachment N)
4/27/14	Position statement	That the concept of the attached position statement on Time Limits for Course Prerequisites be approved.
4/27/14	RMETYC	<p>A research special session will be offered on Thursday evening of the 41st, 42nd, and 43rd AMATYC Conferences (2015 – 2017) for the express purpose of discussing preliminary or in-progress research.</p> <p>The number of rooms and exact times will be determined jointly between the RMETYC committee chair and the conference coordinator. The committee requests a block of time that would accommodate a keynote speaker (1 hour) plus at least 2 hours for breakout sessions.</p> <p>The process for selecting presenters will be determined jointly between the RMETYC executive committee and the AMATYC Conference Program Coordinator.</p>
4/27/14	Conference	To establish a committee to develop a plan to set up a merchandise table at a future AMATYC annual conference.
4/27/14	Conference	That the First-Time Attendee Reception <u>not</u> be held during the 2014 AMATYC National Conference in Nashville.
4/27/14	Membership	That the Membership Committee members meet in Nashville on Saturday, November 8, 2014 to create a comprehensive membership and marketing plan for AMATYC.

Date	Category	Motion																																																						
4/27/14	Appointments	<p>Pending membership verification, in Executive session, the board approved Frank Goulard, to his third term as Exhibit Chair effective 1/1/2015 and ending 12/31/2016; Louise Olshan, to her third term as Advertising Chair effective 1/1/2014 and ending 12/31/2015; Steve Blasberg, to his sixth term as Test Developer effective 4/1/2014 and ending 3/31/2016; Laura Watkins to her second term as Project ACCESS Coordinator from 1/1/2014 and ending 12/31/2016, Steve Krevisky as interim chair of the proposed International Mathematics committee; Mark Harbison as chair of the Personnel Committee; Amber Rust (Mid-Atlantic) and Jane-Marie Wright (Northeast) to Editorial Panel of the MathAMATYC Educator for the next three years were approved. (PPM)</p>																																																						
4/27/14	Appointments – math test	<p>The following individuals were approved as members of the Test Development Team, pending verification of AMATYC membership:</p> <table><tr><th>Last Name</th><th>First Name</th><th>Region</th><th>Start</th><th>End</th><th>Term</th></tr><tr><td>Kilner</td><td>Steve</td><td>Northeast</td><td>4-1-2014</td><td>3-31-2015</td><td>3</td></tr><tr><td>Magliano</td><td>James</td><td>Mid-Atlantic</td><td>4-1-2014</td><td>3-31-2015</td><td>3</td></tr><tr><td>Pearce</td><td>Mary</td><td>Southeast</td><td>4-1-2014</td><td>3-31-2015</td><td>3</td></tr><tr><td>Sriskandarajah</td><td>Jeganathan</td><td>Midwest</td><td>4-1-2014</td><td>3-31-2015</td><td>3</td></tr><tr><td>Kinion</td><td>Paul</td><td>Central</td><td>4-1-2014</td><td>3-31-2016</td><td>2</td></tr><tr><td></td><td></td><td>Southwest</td><td>4-1-2014</td><td></td><td></td></tr><tr><td>Simmons</td><td>Bruce</td><td>Northwest</td><td>4-1-2014</td><td>3-31-2016</td><td>1</td></tr><tr><td>Nikolaychuk</td><td>Anatoliy</td><td>West</td><td>4-1-2014</td><td>3-31-2016</td><td>4</td></tr></table> <p>(PPM)</p>	Last Name	First Name	Region	Start	End	Term	Kilner	Steve	Northeast	4-1-2014	3-31-2015	3	Magliano	James	Mid-Atlantic	4-1-2014	3-31-2015	3	Pearce	Mary	Southeast	4-1-2014	3-31-2015	3	Sriskandarajah	Jeganathan	Midwest	4-1-2014	3-31-2015	3	Kinion	Paul	Central	4-1-2014	3-31-2016	2			Southwest	4-1-2014			Simmons	Bruce	Northwest	4-1-2014	3-31-2016	1	Nikolaychuk	Anatoliy	West	4-1-2014	3-31-2016	4
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4/27/14	Awards	<p>That a task force be created to develop a plan for AMATYC awards and recognitions.</p>																																																						

Date	Category	Motion
4/27/14	Scholarships	<p>That a one thousand dollar Presidential Student Scholarship be created and be given annually to a student majoring in mathematics or mathematics education at a college or university where there is at least one AMATYC member. And further that each affiliate be asked to nominate one such student in their state. A random drawing will be held to determine the winner of the scholarship. The scholarship winner's name will be announced at the Annual AMATYC conference beginning with the 40th anniversary celebration in Nashville.</p> <p>Also that the attached criteria be adopted. (Attachment O) (PPM 2.5)</p>
4/27/14	PPM	<p>That the PPM be updated each time a motion is passed that impacts the PPM.</p> <p>PPM section 0.Preface</p> <p>The Policy and Procedures Manual will be updated after each board motion impacting the PPM is passed. Each new edition of the Policy and Procedures Manual will be posted online on the AMATYC internal website. (PPM 0.Preface)</p>
4/27/14	Going Green	<p>That an AMATYC ad hoc committee be formed to consider issues related to “going green.” The committee will make recommendations including, but not limited to the following:</p> <ol style="list-style-type: none"> 1. Which AMATYC publications can be received by members electronically? 2. The process members must follow to select the green option. 3. The manner in which members receive the electronic publications: link to website, bulk email, etc. 4. The process required to ensure members receive electronic publications in a timely manner. 5. Whether or not the green option will result in a reduced annual membership rate. <p>Whether or not going green requires policy changes.</p>
4/27/14	Conference	<p>Starting with the AMATYC Annual Conference in Nashville, TN, the three ASA members of the AMATYC/ASA Joint Committee are provided with complimentary registrations to AMATYC Annual Conferences. AMATYC members on the joint committee would have to pay their own registration to the AMATYC conference.</p>

Date	Category	Motion
4/27/14	Conference / Membership	<p>That effective with the 2016 conference, PPM 8.12.3 be revised to:</p> <p>The differential between conference discount and regular registration fees in all categories will be \$40. The differential between member conference registration and its corresponding nonmember conference registration fee will be the one-year regular member fee (that will be in effect at the time of the conference) + \$25. (PPM 8.12.3)</p>
4/27/14	Financial	That the attached resolution concerning Cadence Bank be approved. (Attachment Q) (PPM section 6)
4/27/14	Financial	That the attached resolution concerning Morgan Stanley be approved. (Attachment R) (PPM section 6)
4/27/14	Membership / financial	<p>The following section of the PPM be deleted:</p> <p>6.11.1 Membership Dues</p> <p>[approved in SBM 2010] Members who renew their membership electronically, and with a credit card, within 30 Days of receiving their first notification (or 30 days prior to membership expiration) will Receive a \$10 discount on their membership dues.</p> <p>In order to avoid any conflict-of-interest perception, Executive Board members are Prohibited from receiving this discount. (PPM 6.11.1)</p>

Date	Category	Motion
4/27/14	Membership / dues	<p>The following section of the PPM be deleted:</p> <p>6.11.1 Membership Dues</p> <p>[approved in FBM 2010]</p> <p>*The initiative below, put forth by the Membership & Marketing Committee and Approved by the Executive Board in 2008 and continued through 2010, be continued indefinitely:</p> <ul style="list-style-type: none"> • Coupon for New Conference Attendees to receive discount for following year's membership dues (\$50); originally approved at SBM08. <p>(PPM 6.11.1)</p>
4/27/14	Membership / Institutional	<p>Effective with new or renewing institutional memberships after December 31, 2014, section 3.2.2 of the PPM (Benefits of Institutional Members) be changed to the following:</p> <p>3.2.2 Benefits of Institutional Membership</p> <ul style="list-style-type: none"> • Two complimentary job ads for faculty or administrative positions on the AMATYC Website. • Access to the AMATYC Leadership Database. • One complimentary discount conference registration to the annual AMATYC conference. • Receipt of AMATYC publications: MathAMATYC Educator (published three times per year), the AMATYC News (published five times per year (through 2009, four times per year effective 2010), and position statements. • Announcements about professional development opportunities for mathematics faculty teaching in the first two years of college, including institutes, workshops and conferences. • One complimentary membership in the AMATYC Student Mathematics League, a mathematics competition for two-year college students. <p>(PPM 3.2.2)</p>
5/16/2014	Appointment	<p>That, Jeff Herrin be appointed the Midwest regional representative to the AAS Programs committee, pending membership verification.</p>

Date	Category	Motion
5/27/2014	Minutes	That the minutes of the SBM 2014 be approved as submitted.
6/27/2014	Payroll	That AMATYC engage PayChex as the payroll service to handle payroll for the Executive Director of AMATYC.
7/17/2014	Minutes	That the minutes of the summer conference call 2014 be approved as submitted.
8/1/2014	Institutional dues	That the Institutional Dues remain at \$455 until December 31, 2014. That the Institutional Dues be set at \$480 for the period, January 1, 2015 through June 30, 2015. That the Institutional Dues be set at \$495 for the period, July 1, 2015 through June 30, 2016.
8/1/2014	Institutional dues	<p>MOTION (who, what, when): That section 3.2.1 in the PPM on the institutional membership rate be changed as follows:</p> <p>3.2.1 Institutional Membership Rate</p> <p>1. The rate for institutional membership shall be set at the Spring Board Meeting each year, with the change taking place on July 1 of the following year. The rate for institutional membership is the sum of the annual regular individual membership dues on July 1 of the following year plus the discount member conference registration for the following year conference plus the current SML dues plus \$25.</p> <p>2. The benefits of institutional membership continue to be as stated in the Policy and Procedures Manual and are not affected by the nature of the items used in the calculation of the institutional membership rate.</p>
8/8/2014	Appointment	That AMATYC cover the cost (including taxes) of a hotel room for Phil Mahler for 4 nights at the Nashville conference. (motion defeated)
8/21/2014	Publications	To update sections 12.3.1, 12.3.3, & 12.4.1 of the PPM as indicated on the attachments.
9/2/2014	Conference	That section 6.11.3 on the PPM be immediately updated with the attached policy.

Date	Category	Motion
9/25/14	Conference advertising	That effective with the 2015 New Orleans Conference, the inside front and back cover of the conference program be considered a priority request or priority position with a cost of an additional charge of \$150 for a color ad for the inside front or back cover. Additionally, revisions to current charges on the Advertising Reservation Form for Conference Program options will need to be made as soon as possible.
9/25/14	Commercial Presentation length	That Commercial Presentations beginning with the 2015 New Orleans Conference be 75 minutes in length.
10/11/14	Digital Classroom Model Project Grant	That the board approve the attached NSF grant “The Digital Classroom Model Project” be approved to be sent with AMATYC acting as grant administrator
11/9/14	PAC Committee	That pending AMATYC membership verification, Cathey Jordan, Wake Technical Community College (cajordan@waketech.edu) be appointed as the Southeast representative to the Placement and Assessment Committee. (PPM 15.1.3)
11/9/14	Statistics Committee	That Tim Grant of Southwestern Illinois College be appointed the Midwest regional representative to the Statistics Committee, pending membership verification. (PPM 15.1.3)
11/9/14	Editorial Panel	I nominate Gavin Waters as the editorial panel member for the Central Region of AMATYC pending membership verification. (PPM 15.1.6)

Date	Category	Motion																																																																								
11/9/14	Conference Committee	<p>That the following individuals be approved as members of the AMATYC 2015 New Orleans Local Arrangement Committee, pending verification of AMATYC membership. Those in yellow were approved last fall by the board.</p> <table><tr><th>Last Name</th><th>First Name</th><th>College</th><th>Email</th></tr><tr><td>Hughes</td><td>Jeff</td><td>Hinds Community College</td><td>JDHughes@hindsgcc.edu</td></tr><tr><td>Crook</td><td>Betsy</td><td>Hinds Community College</td><td>BCRandazzo@hindsgcc.edu</td></tr><tr><td>Densmore</td><td>Donna</td><td>Bossier Parish Community College</td><td>ddensmore@bpcc.edu</td></tr><tr><td>Clark</td><td>Sharon</td><td>Pearl River Community College</td><td>sclark@prcc.edu</td></tr><tr><td>Hobbs</td><td>Margie</td><td>University of Mississippi</td><td>margiehobbs@bellsouth.net</td></tr><tr><td>Britt</td><td>Eddie</td><td>Copiah Lincoln Community College</td><td>Eddie.Britt@colin.edu</td></tr><tr><td>Weaver</td><td>Jeffrey</td><td>Baton Rouge Community College</td><td>weaverj@mybrcc.edu</td></tr><tr><td>Taylor</td><td>Dennis</td><td>Baton Rouge Community College</td><td>taylorlord@mybrcc.edu</td></tr><tr><td>Sartor</td><td>Jeffrey</td><td>Hinds Community College</td><td>Ronald.Sartor@hindsgcc.edu</td></tr><tr><td>Austin</td><td>Renee</td><td>Hinds Community College</td><td>RDAustin@hindsgcc.edu</td></tr><tr><td>Walker</td><td>Carol</td><td>Hinds Community College</td><td>CMWalker@hindsgcc.edu</td></tr><tr><td>Martel</td><td>Gloria</td><td>LSU-Eunice</td><td>ghernand@lsue.edu</td></tr><tr><td>Frederic</td><td>Darlene</td><td>Delgado Community College</td><td>dfrede@dcc.edu</td></tr><tr><td>Williams</td><td>Darlene</td><td>Delgado Community College</td><td>dwilli1@dcc.edu</td></tr><tr><td>Cruz</td><td>Michael</td><td>Delgado Community College</td><td>mcruz@dcc.edu</td></tr><tr><td>Wooden</td><td>Leah</td><td>Delgado Community College</td><td>lwoode@dcc.edu</td></tr><tr><td>Frickey</td><td>Dena</td><td>Delgado Community College</td><td>dfrick@dcc.edu</td></tr></table>	Last Name	First Name	College	Email	Hughes	Jeff	Hinds Community College	JDHughes@hindsgcc.edu	Crook	Betsy	Hinds Community College	BCRandazzo@hindsgcc.edu	Densmore	Donna	Bossier Parish Community College	ddensmore@bpcc.edu	Clark	Sharon	Pearl River Community College	sclark@prcc.edu	Hobbs	Margie	University of Mississippi	margiehobbs@bellsouth.net	Britt	Eddie	Copiah Lincoln Community College	Eddie.Britt@colin.edu	Weaver	Jeffrey	Baton Rouge Community College	weaverj@mybrcc.edu	Taylor	Dennis	Baton Rouge Community College	taylorlord@mybrcc.edu	Sartor	Jeffrey	Hinds Community College	Ronald.Sartor@hindsgcc.edu	Austin	Renee	Hinds Community College	RDAustin@hindsgcc.edu	Walker	Carol	Hinds Community College	CMWalker@hindsgcc.edu	Martel	Gloria	LSU-Eunice	ghernand@lsue.edu	Frederic	Darlene	Delgado Community College	dfrede@dcc.edu	Williams	Darlene	Delgado Community College	dwilli1@dcc.edu	Cruz	Michael	Delgado Community College	mcruz@dcc.edu	Wooden	Leah	Delgado Community College	lwoode@dcc.edu	Frickey	Dena	Delgado Community College	dfrick@dcc.edu
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11/9/14	Position Statement	Endorse the attached position statement on “The Appropriate Use of Intermediate Algebra As a Prerequisite Course.” (Attachment F)																																																																								

Date	Category	Motion
11/9/14	Position Statement	That the Executive Board approve the revised position statement on “Undergraduate Textbooks,” changing the title to “Undergraduate Textbooks and Instructional Materials.” The existing position statement and the proposed revised statement are attached. (Attachment G) (PPM 15.11.2)
11/9/14	Themed Sessions	That the Board approves the scheduling of a six-speaker Themed Session for the MIC (Math Intensive Committee) for the 2015 conference. Title: Teaching and Learning in Pre-calculus, Calculus, and Beyond
11/9/14	Position Statement	That the attached position statement on Time Limits for Course Prerequisites be endorsed. (Attachment H)
11/9/14	Themed Sessions	The Teacher Preparation Committee requests a themed session to be offered at the AMATYC 2015 Annual Conference in New Orleans. This themed session will consist of 6 mini- presentations.
11/9/14	Conference	That the theme “Math at a Mile High” and the attached concept for a logo for the 2016 AMATYC Annual Conference be approved. A color logo will be provided at the board meeting.
11/9/14	Conference	That the New Orleans LEC, Jeff Hughes, the New Orleans local committee, and the Conference Coordinator work together on a clothing drive for Covenant House New Orleans. The drive would be held at the 2015 Annual Conference at the Sheraton New Orleans.
11/10/14	Bylaws	That the revisions to Chapter 14 of the AMATYC Policy and Procedures Manual be adopted effective at the time the revisions to the AMATYC By Laws are implemented. (Attachment J) (PPM 14)
11/10/14	Financial	That the expenditures from the cash account register from March 1, 2014 through September 30, 2014 be approved
11/11/14	ED	<p>That the first bullet under the Primary Duties of the Executive Director in Section 5.8 of the PPM be changed to: (PPM 5.8)</p> <ul style="list-style-type: none"> • Oversee the operation of the organization.

Date	Category	Motion
11/11/14	Office	<p>That Section 7.1 of the PPM be changed as follows:</p> <p>7.1 General Office Policies</p> <p>This section delineates the assistance that the office provides for certain AMATYC functions. Use of the term, "The office", means that the office staff will carry out the task under the direction and supervision of the Executive Director. The appropriate section of the AMATYC Policy and Procedures Manual and other AMATYC documents should be consulted for specific deadlines not contained in this document and for further clarification.</p> <p>Submission of Projects</p> <ol style="list-style-type: none"> 1. All unscheduled work submitted to the office should be accompanied by a Work Request form (available on the AMATYC internal website) fully describing the work to be done and any deadlines involved. 2. Incomplete information will cause delay in both scheduling and completion of the project. The same Work Request form is used when ordering mailing labels or lists from the AMATYC database. The ordering of labels and lists must be approved in advance either by policy or by special approval of the President. 3. Technology should be utilized as much as possible to transmit information. Software used should be Microsoft Office compatible or Adobe pdf. Provide the office with as much detail as possible when submitting document (i.e., filename, software name, version, fonts, etc.). <p>Coordination of Work Assignments</p> <ol style="list-style-type: none"> 1. The office staff is assigned tasks connected with conference, membership services, and financial matters, along with large publication projects and forms maintenance/distribution. The office will coordinate printing and mailing for large projects (generally regional or larger). 2. The office staff does NOT have discretionary power to add projects that would disrupt the planned work-flow. When such projects fall within the parameters established to utilize the services of the office, the AMATYC leader involved should contact the Executive Director. The Executive Director will either place the project into the work schedule of the office staff or consult the President for resolution. <p>Communicating with the Office</p> <ol style="list-style-type: none"> 1. The AMATYC office should be kept informed regarding the date and location of all AMATYC events as well as name/address/e-mail/phone/fax information for chairperson(s) or other contact persons. 2. A copy of important memos, requests and other documentation regarding work to be performed by the office should be sent to the Executive Director. Communication with the Executive Director and Office Director regarding office matters is extremely important.

Date	Category	Motion
11/11/14	budget	To increase the budget to allow four full-time staff members plus the Executive Director to attend the annual conference beginning with the 2015 budget. (PPM 6.10.3)
11/11/14	Position Statement	That the attached position statement on The Academic Preparation of Mathematics Faculty at Two-Year Colleges be endorsed as published. (Attachment K)
11/11/14	Your Membership	That the attached proposal to manage the YourMembership.com back end permissions be approved. (Attachment L)
11/11/14	Symposium	If a preconference Developmental Math Summit is not scheduled in 2015, that a symposium be scheduled for the 2015 AMATYC Conference in New Orleans. The title of the symposium would be “Re-Envisioning Math Pathways from Developmental through College Level Mathematics.” Other sessions for the symposium are outlined in the attachment. (Attachment M)
11/11/14	Executive Session	Pending membership verification, the board approved Wendi Morrison, as Editing Director effective EOC 2014 and ending EOC 2017; Judy Williams, to her second term as Program Coordinator effective 1/1/2016 and ending 12/31/2018; Tammi Marshall, Cuyamaca College, as Local Events Coordinator for the 2017 AMATYC conference in San Diego. (PPM 15.1)
11/11/14	Financial	The Accounting Director will retain a copy of the Executive Director’s (ED) monthly report forwarded to the Office by the President with the President’s approval of the activity report as evidence that the ED’s activity for the month meets the organization’s expectations. Further, any changes to the process established to authorize payment for the services of the Executive Director, including any changes in the gross amount of the payment, must be approved by both the AMATYC President and the AMATYC Treasurer. (PPM 6)
11/11/14	Financial	Approve the use of the Treasurer’s electronic signature for the first signature only on the AMATYC checking account.

Date	Category	Motion
11/11/14	Financial	The President and Treasurer be authorized to sign the attached Facsimile Signature Document to enable AMATYC to use the Treasurer's electronic signature on all check disbursements.
11/11/14	Financial	That the attached Policy 5.6 Treasurer Reimbursement Procedure be modified as presented. (PPM 5.6) (Attachment P)
11/11/14	AMATYC News	In PPM 12.2.2, include in the list of topics for Issue #4 (October issue) the Foundation Donor list. (PPM 12.2.2). (Attachment Q)
11/11/14	Conference registrations	Create the PPM 8.13.9 The three members of the AMATYC/ASA Joint Committee who are appointed by the American Statistical Association (ASA) are provided with complimentary discount registrations to AMATYC Annual Conferences. The three members of the AMATYC/ASA Joint Committee who are appointed by AMATYC would have to pay their own registration to the AMATYC conference. (new PPM 8.13.9)
11/11/14	Secretary's duties	That item #3 in the PPM section 5.5, secretary's general duties, be changed from: Review the listings of officers, committee chairs, and affiliate presidents (if included) in each issue of the AMATYC News and supply corrections to the editor and the office prior to publication. To: Manage the details of AMATYC's presence on social networking sites. (PPM 5.2)
11/11/14	Strategic Plan	Retire the Action Item, "Develop a Speaker Bureau with website information" in Priority IV, Initiative A.
11/11/14	Conference	That Section 6.7.2 of the PPM be revised as follows: Acct 3580, Conference Coordinator, Unscheduled conference planning expenses as determined by the Conference Coordinator are charged to this account. (PPM 6.7.2) (Attachment R)

Date	Category	Motion
11/11/14	Conference Coordinator	<p>That the following be added to the duties of the Conference Coordinator:</p> <p>4. Monitor guest room block, meeting space needs, overflow hotel needs, and technology access in consultation with the conference planning company and make adjustments as necessary. Keep the President, Executive Director, and Treasurer informed. (PPM 8.4)</p>
11/11/14	Financial	<p>That the policy for the Tax and Audit Review Committee be revised as follows:</p> <p>The Tax and Audit Review Committee consists of the President, the President-Elect, the Past President, the Treasurer, the Accounting Director, and the Executive Director. Its annual charge is as follows: Review AMATYC's year-end financials; Review IRS form 990 prior to its filing on May 15th; Review the Conflict of Interest Policy/completed forms; review the result of the annual audit, answer questions and consider recommendations from the auditor. (PPM 5.9.2)</p>
11/11/14	Publicity Director	<p>That the position of Publicity Director be eliminated. (PPM 10.3.6)</p>

Date	Category	Motion
11/11/14	Delegate Count	<p>That section 4.1.1 of the PPM be changed from:</p> <p>10. Delegate ribbons are attached to the delegate's ticket form by the office from the list provided by the Secretary. For the 2013--2014 (Anaheim and Nashville conferences) each state and province will have two delegates to the AMATYC Delegate Assembly with the following exceptions:</p> <p>California (over 101 colleges), three (3) additional state delegates for a total of five (5); Illinois, New York, North Carolina, and Texas (each over 51 colleges), each receives one (1) additional state delegate, for a total of three(3) for each state. <FBM 2012></p> <p>11. For the 2013--2014 cycle (Anaheim and Nashville conferences) each affiliate will have one delegate to the AMATYC Delegate Assembly (in addition to the affiliate president) with the following exceptions:</p> <p>NYSMATYC one additional delegate (83 members of AMATYC and NYSMATYC); IMACC one additional delegate (53 members of AMATYC and IMACC) <FBM 2012></p> <p>To:</p> <p>10. Delegate ribbons will be coded to the delegate's ticket form by the office from the list provided by the Secretary. For the 2015-2016 (New Orleans and Denver conferences) each state and province will have two delegates to the AMATYC Delegate Assembly with the following exceptions:</p> <p>California (over 101 colleges), three (3) additional state delegates for a total of five (5); Illinois, New York, North Carolina, and Texas (each over 51 colleges), each receives one (1) additional state delegate, for a total of three (3) for each state.</p> <p>11. For the 2015-2016 cycle (New Orleans and Denver conferences) each affiliate will have one delegate to the AMATYC Delegate Assembly (in addition to the affiliate president) with the following exceptions:</p> <p>NYSMATYC one additional delegate (85 members of AMATYC and NYSMATYC); IMACC one additional delegate (71 members of AMATYC and IMACC); MICHMATYC one additional delegate (53 members of AMATYC and MICHMATYC); OHIOMATYC one additional delegate (52 members of AMATYC and IMACC); and CMC³-South one additional delegate (65 members of AMATYC and CMC³-South). (PPM 4.1.1)</p>

Date	Category	Motion
11/11/14	PPM Delegate Count	That section 15.5 of the PPM be eliminated. (PPM 15.5)
11/12/14	SPO	The Strategic Planning and Orientation Meeting (SPO) to be extended by one day for AMATYC Executive Board Members, Conference Coordinator, and the Executive Director, effective with the meeting in January 2016.
11/12/14	Membership	<p>That the Office Director, or designee, create the following custom fields in the Yourmembership.com back end for the purposes of assessing AMATYC recruitment and retention initiatives:</p> <ul style="list-style-type: none"> • Member2012, Member2013, Member2014, Member2015 • ConfAttendee2012, ConfAttendee2013, ConfAttendee2014, ConfAttendee2015 • ConfPresenter2012, ConfPresenter2013, ConfPresenter2014, ConfPresenter2015 • InstutionalMember2012, InstutionalMember2013, InstutionalMember2014, InstutionalMember2015 • ReferredByName, ReferredByCollege • SupervisorTitle, SupervisorName, SupervisorEmail, SendMailToSupervisor <p>That the Office Director, or designee, populate the above fields, as appropriate, with member data.</p>
11/12/14	Membership	That AMATYC continue to provide each AMATYC affiliate organization with one affiliate scholarship per year for three years (New Orleans, Denver, San Diego). Each scholarship provides for one discount member conference registration
11/12/14	Membership	Implement a “Refer A Friend” campaign during the months of January 1, 2015, through May 31, 2015. A regular or adjunct member will be given \$10 off for each new regular or adjunct member (not a member in the last 5 years) they refer through the campaign up to the cost of their membership level.
11/12/14	Ads	That a graphic designer be hired to redesign the AMATYC Fieldhouse full-page advertisement and to design new half-pages for the AMATYC Fieldhouse and AMATYC Foundation ads Add the words up to \$200 as an expense in 2014.

Date	Category	Motion
11/12/14	Affiliate give-aways	Spend the money in the affiliate give-away budget on the items in the attached spreadsheet by December 31, 2014, using a website such as 4imprint.com. The spreadsheet also contains the amount to send to each affiliate once per year for the years 2015 and 2016. Extra items will be used for leadership gifts and regional lunch prizes in the years 2015 – 2016. (Attachment T)
11/12/14	Conference Coordinator	Changes in the following sections of the policy manual be made as presented in the attached policy statements. Section 8.5 Duties of the Assistant Conference Coordinator 8.10.7 Duties Prior to the Conference (#7) 8.11.1 Duties Prior to the Conference (#1) (Attachment W) (PPM 8.5, 8.10.7, 8.11.1)
11/12/14	Budget	The 2015 Draft Budget showing a “Change in Net Assets” of \$16,983.83 be adopted. (Attachment U)
11/12/14	Ignite in New Orleans	That an Ignite Event be held on the Friday evening of the AMATYC Annual Conference in New Orleans. This Ignite Session will be open to all possible presenters, but spearheaded and planned by Fred Feldon and the ITLC Committee.
11/12/14	Conference	To ask Experient to investigate the seven cities: Providence, Washington, D.C., Boston, Baltimore, Atlanta, Philadelphia, and Pittsburgh as options for the 2021 conference.
11/15/14	Delegate Assembly Minutes	To replace Jane-Marie Wright, New York, on the 2014 minutes committee with John Bakken, Affiliate Delegate North Carolina.
11/15/14	Webmaster Computer	That the board approve the expenditure of \$2000 from account 3260 the 2014 budget as an overbudget expenditure for a laptop for the website coordinator.

Date	Category	Motion
12/04/14	Committees	To change the PPM section 9.3, Term of office of Academic Committee Chair, from “The term limit is two consecutive terms” to “The term limit is three consecutive terms.” This change will be effective January 1, 2015 and includes currently serving chairs.
12/18/14	FBM minutes	That the Fall Board Meeting minutes be approved
1/2/15	Website coordinator training	To support the AMATYC Website Coordinator to attend a training session in early 2015.
1/10/15	Grant	That AMATYC supply level one support to the attached Raising Calculus grant. <i>[Contact the office for details regarding the grant.]</i>
1/20/15	Budget	That the 2015 Annual Budget that shows the change in net assets to be \$9,783.83 be approved as amended.
2/3/15	Advertising	That the category “Webinar Sponsorships” with a fee of \$1500 be added to the list of advertising fees in the PPM section 6.11.4 under Other Advertising Opportunities, item number 2.
2/11/15	AMATYC/ASA	Pending membership verification, effective immediately Mary Dehart be appointed to the AMATYC/ASA Joint Committee until December 2017.
4/24/15	PPM cleanup	That the attached Procedures and Policies Manual PPM edits be approved. (Attachment G)
4/24/15	Reimbursement	That the Policy Manual 6.10.2 be revised to: Board, conference coordinators, executive director, and office staff members who travel on AMATYC business and must access the internet to conduct business when free service in guest rooms is not available, may be reimbursed up to the maximum of \$15.00 daily. Reimbursement must be accompanied by appropriate receipts for internet service.

Date	Category	Motion
4/24/15	Board responsibilities	<p>That PPM section 5.1.5, Board Conference Responsibilities, be removed: (PPM 5.1.5 #6 and 5.1.5 #12, #8)</p> <p>Approve strands for the conference after receiving input from the Local Events Coordinator, Conference Coordinator, Program Coordinator, and Academic Committee Chairs.</p> <p>and section 5.1.5 #12, 8 the following words be removed:</p> <p>Approve the theme and strands of the conference program and</p>
4/24/15	PPM cleanup	That PPM section 5.8 be removed and the content combined with section 7.2.2: (PPM 5.8 and 7.2.2) (Attachment H)
4/24/15	Conference Program	That Section 8.10 Conference Program be revised as indicated in the attached. (PPM 8.10) (Attachment I)
4/24/15	Position statement	That the AMATYC board endorse the attached position statement entitled “Time Limits for Course Prerequisites.” (Attachment J)
4/24/15	SML committee term length	To change the term length for the SML Test Development Committee from two years to three years as described in the attachment.
4/24/15	Board elections	That the attached Process/Timeline for the 2015 AMATYC Election be approved. (Attachment L)
4/25/15	Conference registration	The discount member conference registration rate for the 2016 AMATYC Annual Conference in Denver be set at \$360

Date	Category	Motion
4/25/15	Corporate Partners	<p>That revisions to the current charges in the AMATYC Policy on the Conference Advertising Opportunities form include the reductions below in the cost for Corporate Partners who purchase additional conference sponsorships not contained in the Corporate Partner program. This would be effective immediately and apply to the 2015 year.</p> <p>For items with a fee of \$1000-\$1499, Corporate Partners receive a discount of \$250. For items with a fee of \$1500-\$2499, Corporate Partners receive a discount of \$500. For items with a fee of \$2500 and above, Corporate Partners receive a discount of \$750. (PPM 6.11.5 and possibly 6.11.4)</p>
4/25/15	Conference Expenditures	<p>That over expenditures be approved in the 2015 approved budget in the following account numbers:</p> <p>Current budget: 3860 Friday Food Event: 1000 @ \$38 (\$38,000) Over expenditure of \$6/person (\$6000)</p> <p>3900 Saturday breakfast: 850 @ \$36 (\$30,600) Over expenditure of \$4/person (\$3400)</p> <p>3960 Affiliate President's Luncheon: 52 @ \$45 (\$2340) Over expenditure of \$10/person (\$520)</p>
4/25/15	Cash account	<p>That the expenditures from the cash account register from October 1, 2014 through February 28, 2015 be approved.</p>
4/25/15	Appointments	<p>Kim Granger, kgranger@stlcc.edu, was appointed to an at-large position on the AMATYC Program Committee beginning at the conclusion of the 2015 conference and ending at the conclusion of the 2018 conference. (PPM 15.1.2)</p> <p>Helen (Honey) Kirk, hkirk@aol.com, was reappointed to an additional three years as Assistant Conference Coordinator effective 1/1/2016 through 12/31/2018. This will be her second term. (PPM 15.1.2)</p>

Date	Category	Motion
4/26/15	Membership	<p>The eight Regional Vice-Presidents, or designee(s), will send an email to lapsed AMATYC members two times during the year as follows:</p> <ul style="list-style-type: none"> • In January, to all lapsed members from June through November of the previous year. • In July, to all lapsed members from December of the previous year through May of the current year. (PPM 5.7) (Attachment M)
4/26/15	Publications announcements	<p>The AMATYC President, or designee, will send a bulk email to AMATYC members to announce new AMATYC publications as follows:</p> <ul style="list-style-type: none"> • Within a week from the day a recorded webinar has been posted in the webinar library at the AMATYC website. • Within a week from the day the electronic version of the AMATYC News has been published on the website.
4/26/15	Student Math League	<p>That past AMATYC Student Mathematics League tests be placed in the Members Only area of the AMATYC website. The effective date of this change is May 1, 2015.</p> <p>New PPM language:</p> <p>3.1.2 Benefits of Individual Membership F or G or H or I or J. Members will receive access to all past Student Mathematics League tests that are available on the AMATYC website.</p> <p>3.2.2</p> <ul style="list-style-type: none"> • Access to all past Student Mathematics League tests that are available on the AMATYC website. <p>10.1.3 Student Mathematics League Coordinator Duties</p> <p>11. Generally speaking, all past tests of the Student Mathematics League will be available on the AMATYC website to AMATYC members only. However, the Student Mathematics League Coordinator will work with the Website Coordinator to identify a small sample of past tests to be available to the general public in the Student Mathematics League area of the AMATYC website. (PPM Section 3.1.2, and 10.1.3)</p>

Date	Category	Motion
4/26/15	Member benefits	That the online version of the MathAMATYC Educator becomes a member benefit of the Retired, adjunct and associate memberships. The effective date of this change is May 1, 2015.
4/25/15	WebScription	<p>That a website subscription, called WebScription, be created as a three-year pilot. The annual dues for this subscription will be set at \$25. WebScription benefits include access to all members-only website resources <u>except</u> the MathAMATYC Educator. WebScription holders will also be given the same priority registration for webinars as regular AMATYC members.</p> <p>A WebScription holder is not considered a member of AMATYC, but could purchase a membership by paying the difference between membership dues and \$25. This membership would be good for 6 months from the date of the upgrade or one year from the beginning of the WebScription, whichever is longer.</p> <p>The effective date of this change is May 1, 2015</p>

Date	Category	Motion
4/26/15	Advertisements	<p>To update section 6.11.3 by adding the following:</p> <p>If a company offers to exhibit in a way not currently in policy, the Exhibits Chair and Conference Coordinator, in consultation with the Executive Director, the President, and the Treasurer, will decide whether or not the idea is appropriate and what the proper fee will be using existing fees as a guideline.</p> <p>This new or novel exhibiting opportunity, if approved, will be offered on a trial basis. The Exhibits Chair should inform the Board of this trial as part of his/her next Board report.</p> <p>To continue the opportunity for more than one year, a motion should be submitted to the Board to update Policy 6.11.3 accordingly to ensure consistency in the fees.</p> <p>To update section 6.11.4 by adding the following:</p> <p>If a company offers to sponsor/advertise in a way not currently in policy, the Advertising Chair and/or Conference Coordinator, in consultation with the Executive Director, the President, and the Treasurer, will decide whether or not the idea is appropriate and what the proper fee will be using existing fees as a guideline.</p> <p>This new or novel sponsorship/advertising opportunity, if approved, will be offered on a trial basis. The Advertising Chair should inform the Board of this trial as part of his/her next Board report.</p> <p>To continue the opportunity for more than one year, a motion should be submitted to the Board to update Policy 6.11.4 accordingly to ensure consistency in the fees. (PPM 6.11.3 and 6.11.4)</p>

Date	Category	Motion
4/26/15	ANets	<p>That section 9.8 in the PPM be replaced with the following language:</p> <p>9.8AMATYC NETWORKS (ANETS)</p> <ol style="list-style-type: none"> 1. An AMATYC Network (ANet) must have a focus that fits into the mission of AMATYC. 2. An ANet may be proposed by any AMATYC member or group of members. 3. Proposals should be sent to the AMATYC President for consideration by the board. The proposal will identify the purpose of the ANet and how it fits in with the mission of AMATYC, the name and email of a recommended ANet leader (or co-leaders), the names and emails of at least five AMATYC members interested in participating in the ANet. 4. AMATYC support for an ANet will include \$500 conference support for the ANet leader (the support is split in the case of co-leaders), assistance in identifying potential members, publicizing ANet activities, listing ANets on the open website under groups with the option of joining, assistance in finding locations for networks to meet during AMATYC national conferences, and a board liaison. Participation in a group will incur no additional cost for members. 5. The term length for the ANet Leader is two years. The starting date of each term is January 1 of an even-numbered year and ends December 31 of the following odd- numbered year. The term limit is three consecutive terms; exceptions may be granted by the board to waive the term limit for extenuating circumstances by a 2/3 vote of the entire board, or 9 votes. In the event that an ANet leader resigns or is removed by the Executive Board, the AMATYC President will appoint an interim leader to serve the remainder of the term. 6. The ANet leader will submit a board report for each FBM outlining initiatives to be pursued during the year and a post-conference report with the following information: minutes or report from meeting at annual conference, major topics discussed, and number of members. 7. All ANets will be reviewed every two years to see if their status needs to be changed. 8. Established ANets will include: Division/Department Leadership, Adjunct Faculty Issues, International Mathematics, and Mathematics for Liberal Arts. 9. Implementation date of January 1, 2016

Date	Category	Motion
4/26/15	Appointments	<p>The slate of candidates for the 2016-2017 AMATYC Executive Board was approved. That pending membership verification, the following appointments were approved: (PPM 15.1)</p> <p>Steve Hundert, (stevenh@csmd.edu) College of Southern Maryland as coordinator of the Student Math League from July 1, 2015 to June 30, 2017.</p> <p>Peter Georgakis, (georgaki@sbcc.edu), Santa Barbara City College, Santa Barbara, California as legal advisor from January 1, 2013 to December 31, 2018.</p> <p>Stefan Baratto, (sbaratto@clackamas.edu), Clackamas Community College, Oregon City, Oregon as chair of the Mathematics for AAS Programs committee from January 1, 2016 to December 31, 2017.</p> <p>Julie Hanson (Julie.Hanson@clinton.edu), Clinton CC in Plattsburgh, New York, as chair of the Statistics Committee from January 1, 2016 to December 31, 2017.</p> <p>Andy D. Jones, (JonesAD@pgcc.edu) Prince George's Community College, Largo, Maryland as chair of the Teacher Prep committee from January 1, 2016 to December 31, 2017.</p> <p>Behnaz Rouhani, (behnaz.rouhani@gpc.edu) Georgia Perimeter College, Clarkston, Georgia as chair of the Placement and Assessment Committee from January 1, 2016 to December 31, 2017.</p> <p>Scott Peterson, (speter@math.oregonstate.edu), Oregon State University, Corvallis, Oregon as chair of the Math Intensive committee from January 1, 2016 to December 31, 2017.</p> <p>Dan Petrak, (dgpetrak@dmacc.edu), Des Moines Area CC, Ankeny, Iowa as chair of the ITLC Committee from January 1, 2016 to December 31, 2017.</p> <p>John T. Smith, (jtsmith2@pstcc.edu), Pellissippi State Community College, Knoxville, Tennessee, as chair of the Research in Mathematics Education for Two-Year Colleges Committee from January 1, 2016 to December 31, 2017.</p> <p>Paula Wilhite, (pwilhite@ntcc.edu), Northeast Texas CC, Mt. Pleasant, Texas as chair of the Developmental Math Committee from January 1, 2016 to December 31, 2017.</p> <p>Effective immediately through December 31, 2017:</p> <p>Tess Weir, weirt@seminolestate.edu, as the Southeast regional rep to the Statistics committee.</p> <p>Dave Graser, David.Graser@yc.edu, as the Southwest Rep to the ITLC.</p> <p>Barbra Steinhurst, Portland Community College (barbra.steinhurst@pcc.edu) as the Northwest representative to the Placement and Assessment Committee.</p>

Date	Category	Motion																																				
4/26/15	Apointments	<p>Rob Eby, (jeby@blinn.edu) Blinn College, Brenham, Texas as Southwest Regional Rep for the Test Development Committee from April 1, 2015 to March 31, 2017.</p> <p>Test development team:</p> <table><tr><td>Region</td><td>Name (terms served)</td><td>April 1</td><td>March 31</td></tr><tr><td>Northeast:</td><td>Steve Kilner (3)</td><td>2015</td><td>2018</td></tr><tr><td>Mid-Atlantic:</td><td>James Magliano (3)</td><td>2015</td><td>2018</td></tr><tr><td>Southeast:</td><td>Mary Pearce (3)</td><td>2015</td><td>2018</td></tr><tr><td>Midwest:</td><td>Jeganathan Sriskandarajah (3)</td><td>2015</td><td>2019</td></tr><tr><td>Central:</td><td>Paul Kinion (2)</td><td>2016</td><td>2019</td></tr><tr><td>Southwest:</td><td>Rob Eby (0)</td><td>2015</td><td>2019</td></tr><tr><td>Northwest:</td><td>Bruce Simmons (1)</td><td>2016</td><td>2020</td></tr><tr><td>West:</td><td>Anatoliy Nikolaychuk (4)</td><td>2016</td><td>2020</td></tr></table> <p>Tim Mayo (reappointed 2014 until EOC 2017) and Sang Lee (reappointed from EOC 2015 until EOC 2018) as editorial panelists of <i>MathAMATYC</i> Educator.</p> <p>Robert Capetta (reappointed from EOC 2014 until EOC 2017) and Judy Atkinson (reappointed from EOC 2015 until EOC 2018) as editorial panelists of <i>MathAMATYC</i> Educator.</p> <p>Anthony Piccolino (appointed from EOC 2015 until EOC 2018) to the editorial board of the <i>MathAMATYC</i> Educator from the Southeast Region of AMATYC.</p> <p>Paige Feibelman (pfeibelman@suscc.edu) of Southern Union State CC as AMATYC’s liaison to Mu Alpha Theta. from EOC 2015 to EOC 2017.</p> <p>George Hurlburt, (hurlburt@corning-cc.edu) Corning Community College, NY, as AMATYC Website Coordinator from January 1,2016 to December 31, 2017.</p> <p>John Pazdar, (jspazdar@snet.net), as Grants Coordinator from EOC 2015 to EOC 2018.</p> <p>Jon Oaks, (jonnyoaks@gmail.com), Macomb Community College, Michigan, as AMATYC Professional Development Coordinator from January 1, 2015 to December 31, 2016.</p> <p>Phil Mahler, (mahlerp@middlesex.mass.edu), to an at-large position on the AMATYC Investment Committee beginning May 1, 2015 and ending December 31, 2019.</p> <p>Pat McKeague, (pat@mckeague.com), to an at-large position on the AMATYC Foundation Board be extended until December 31, 2016.</p> <p>Fred Peskoff, (fpeskoff@aol.com), to an at-large position on the AMATYC Foundation Board beginning immediately (January 1, 2015) and ending December 31, 2018.</p> <p>William Steenken, (steenken@att.net), to an at-large position on the AMATYC Foundation Board beginning January 1, 2016 and ending December 31, 2019.</p>	Region	Name (terms served)	April 1	March 31	Northeast:	Steve Kilner (3)	2015	2018	Mid-Atlantic:	James Magliano (3)	2015	2018	Southeast:	Mary Pearce (3)	2015	2018	Midwest:	Jeganathan Sriskandarajah (3)	2015	2019	Central:	Paul Kinion (2)	2016	2019	Southwest:	Rob Eby (0)	2015	2019	Northwest:	Bruce Simmons (1)	2016	2020	West:	Anatoliy Nikolaychuk (4)	2016	2020
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Date	Category	Motion
4/27/15	Appointments	<p>That the following individuals be invited as speakers in the order listed to deliver the Opening Session Presentation on Thursday afternoon or the Breakfast presentation on Saturday morning for the AMATYC Conference to be held in San Diego in 2017.</p> <p>Opening Session: Scott Adamson, Susan Wood, Bob DeVaney, Wade Ellis, and Diane Ravitch</p> <p>Breakfast: Ed Berger, Bill Dunham, Lenda Furoto, Jim Matthews, and David Motsunaga (masunaga@iolani.org)</p> <p>Pending membership verification, the following appointments were made:</p> <p>Stephanie Krehl, (slkrehl@midsouthcc.edu) as the Southwest Regional representative to the AAS committee.</p> <p>Dale Johanson, (dale@northeast.edu), as appointed as the Central Region representative to DDIC committee.</p>
4/27/15	<i>Educator</i>	<p>The editor of the <i>MathAMATYC Educator</i> will prepare a bulk email to members and non-members in the AMATYC member database during the month of June describing articles in previous journal issues, including a synopsis of editorial panel members' choice of featured articles from the previous year's issues.</p>

Date	Category	Motion
4/27/15	Webinars	<p>That the following language be included in the PPM as section 11.12 (PPM 11.12)</p> <p>11.12 Webinars</p> <p>Description A webinar is an Internet version of a presentation that is transmitted to individuals or groups through their computers.</p> <p>Sponsoring Committee A sponsoring committee is recommended, but not required for a webinar. The AMATYC Professional Development Coordinator will serve as the liaison between the sponsoring committee and the facilitator of the webinar.</p> <p>Honoraria All webinar speakers will be offered a stipend that comes from the webinar budget; it is the speaker's decision to accept or decline the honorarium. The honorarium is non-transferable. If a webinar has more than one speaker, the standard honorarium will be split among the speakers.</p> <p>Sponsorship AMATYC will acknowledge the sponsor of a webinar series during each webinar and on the emails announcing the webinars. A webinar series is defined as all webinars offered during one calendar year.</p> <p>Pre-Registration Registration for webinars will be open to members before it opens to the general public. Exceptions to this pre-registration criterion may be granted by the Professional Development Coordinator in consultation with the Board liaison and the webinar presenter and/or sponsoring committee.</p> <p>Webinar Platform Any software and applications that AMATYC uses for webinars will be selected by the Professional Development Committee in consultation with the Professional Development Coordinator.</p>

Date	Category	Motion
4/27/15	Membership	<p>That AMATYC members or those with the live webinar benefit as part of their annual subscription are able to register for live webinars. The effective date of this change is June 1,2015. (PPM 3.1.2)</p> <p>To update policy 3.1.2 as follows: Benefits of Individual Membership F. Members will receive priority registration for all live webinars.</p>
4/27/15	Office Equipment Replacement	<p>That Section 7.1.5 Office Equipment Replacement Cycle be revised by adding the following at the top of the section: “The following is a guide only, not a mandate. If equipment does not need to be replaced, the purchase may be postponed. In that case, funding may need to be budgeted differently than indicated below.” Also, correct the title in Year 1 info from Office clerk to Technical Director.</p>
4/27/15	Foundation	<p>That the current AMATYC Foundation Investments Committee (Foundation funds) and the AMATYC Investments Board (reserve funds) be combined as described in the attachment Draft 6.12. The new board will begin work with the appointment of a majority (at least 2 members in addition to the AMATYC Treasurer) of its members. Remove PPM section 14.3.2 (PPM 6.12 and 14.3.2)</p>
4/27/15	Travel budget	<p>That account 5930 National Initiatives/Community Relations in the 2015 Budget be approved for over budget expenditure up to \$3000 to support travel for AMATYC members to attend national meetings representing AMATYC in national initiatives related to the first two years of college mathematics education.</p>
4/27/15	Travel budget	<p>That \$3000 be added to account 5930 National Initiatives/Community Relations in the 2015 Budget to support travel for AMATYC members to attend national meetings representing AMATYC in national initiatives related to the first two years of college mathematics education. Since the 2015 budget has been approved, the passage of this motion will allow this specific line item to have an over-expenditure of up to \$3,000.</p>
4/27/15	AACC membership	<p>AMATYC discontinue membership in the American Association of Community Colleges (AACC) effective immediately.</p>

Date	Category	Motion								
4/27/15	Dues	<p>To add the following language to PPM 3.1.1 The following specific methodology be used to calculate the dues increase for regular AMATYC membership:</p> <p>1. The “Historical Consumer Price Index for All Urban Consumers (CPI-U): U.S. City average, all items” that is provided by the U.S. Bureau of Labor Statistics (BLS) be used for the calculations.</p> <p>2. The numbers from this table that are used shall be the “Annual average” column.</p> <p>3. The calculation be made after the CPI-U is posted for the previous even-numbered year at the BLS website (usually in late February of the odd-numbered year in which the dues motion is submitted at the SBM)</p> <p>4. The annual averages used shall be from the two previous even-numbered years. The average for the earliest even-numbered year shall be used as the base year average and the average for the most recent even-numbered year be used as the “new amount.”</p> <p>5. The difference of the two CPI-U averages shall be divided by the CPI-U for the base year average.</p> <p>6. The quotient from step 5 shall be increased by one then multiplied by the current dues amount to get the unrounded dues amount.</p> <p>7. Per policy, the unrounded amount shall be rounded up to the next dollar to determine the dues for the upcoming dues period.</p> <p>EXAMPLE: Calculating the dues for 2016 based on the 2012 and 2014 CPI-U numbers and dues of \$85:</p> <table><tr><td></td><td>CPI-U Annual Average</td></tr><tr><td>2012</td><td>229.594</td></tr><tr><td>2014</td><td>236.736</td></tr><tr><td>Difference</td><td>7.142</td></tr></table> <p>Rate of increase: 7.142 divided by 229.594 = 0.031107084 1.031107084 times \$85 = \$87.6441022 The dues in this case would be \$88. (PPM 3.1.1).</p>		CPI-U Annual Average	2012	229.594	2014	236.736	Difference	7.142
	CPI-U Annual Average									
2012	229.594									
2014	236.736									
Difference	7.142									

Date	Category	Motion
4/27/15	Retiree conference registration	That the reduced retiree conference registration rate be continued for a second year at the 2015 AMATYC Conference in New Orleans.
4/27/15	Dues	That effective July 1, 2016, the annual membership dues for a regular AMATYC member be \$88.00. (PPM 6)
4/27/15	Dues	Institutional member dues be set at \$508, effective July 1, 2016 through June 30, 2017.
4/27/15	Travel reimbursement	Effective January 1, 2016, for AMATYC travel, tips will be reimbursed up to \$5 per person per hotel night stay day as described in the PPM section 6.10.2.
4/27/15	Per diem	Effective January 1, 2016, the full day per diem rate will increase to \$41 and the partial day rates will be \$7.00 for breakfast, \$11.00 for lunch, and \$23.00 for dinner as described in the revised PPM section 6.10.2.
4/27/15	LEC duties	<p>That the following change be made to PPM 8.6.6 Local Events Coordinator, General Duties, #2</p> <p>Current: Organize the local committee and make recommendations to the Conference Coordinator and the President-Elect. <u>This committee is to be approved by the Executive Board two years prior to the date of conference.</u> Persons appointed must maintain AMATYC membership for the duration of the appointment.</p> <p>Proposed: Organize the local committee and make recommendations to the Conference Coordinator and the President-Elect. <u>This committee is to be approved by the Conference Coordinator.</u> Persons appointed must maintain AMATYC membership for the duration of the appointment. <u>The list of members of this committee will be forwarded to the AMATYC President who will send a letter or email acknowledging their appointment. (PPM 8.6.6 and 8.2 #19)</u></p>

Date	Category	Motion
4/27/15	Board duties	That the selection of the conference theme and conference logo no longer need the approval of the AMATYC Executive Board. These decisions will be the responsibility of the Local Events Committee in consultation with the Conference Coordinator. (PPM . 8.2 #16 and 8.6.6 Year C-2 Duties #1).
4/27/15	Foundation Solicitation form	That the attached AMATYC Foundation Solicitation Policy form, currently housed on the AMATYC internal site be added to PPM section 2.15, Solicitation Policy. (PPM 2.15) (Attachment S).

Date	Category	Motion
4/27/15	Internal Website	<p>Board meeting (SPO, SBM, SCC, and FBM) agendas posted at dropbox.com will be archived in internal.matyc.org before the following board meeting and that the new section, 12.4.4, be added to the PPM: (PPM 12.4.4)</p> <p>12.4.4 Internal Website</p> <p>The following information should be maintained on the AMATYC Internal Website by the AMATYC office. Open site:</p> <ol style="list-style-type: none"> 1. Current Liaison Assignments 2. Current Administrative Committees 3. AMATYC Foundation Request for Fund Expenditure 4. Current Blank Motion Form 5. AMATYC Conference Call Request Form 6. Chart of Accounts 7. Current Travel Reimbursement Form 8. Memphis Office Address for Mailings 9. Current Template for Committee Chair Board Report 10. Current Template for Coordinators and Directors Report 11. Current Template for National Officers/Vice Presidents Board Report 13. Current Work Request Form 14. Committee chairs and Regional Reps spreadsheet 15. Training Videos in YM 16. Previous Delegate Assembly Packets 17. PPM <p>Password Protected:</p> <ol style="list-style-type: none"> 1. Archive of Board meeting (SPO, SBM, SCC, and FBM) agendas 2. Current Approved Budget 3. VP resource site 4. Current AMATYC Stationery

Date	Category	Motion
4/27/15	Automobile rental	<p>Approve the changes to PPM 6.10.2 Part I, Rental Automobile Replace</p> <p>6.10.2 Reimbursable Expenses 1. Rental Automobile</p> <p>Rental automobiles are not normally reimbursed. Their use is limited to circumstances where it is necessary in order to meet time schedules, where no other mode of transportation is available, or where the cost is less than that for other authorized transportation. Rental cars can also be arranged through the AMATYC office. Prior approval of the AMATYC Treasurer is required.</p> <p>With</p> <p>6.10.2 Reimbursable Expenses I. Rental Car</p> <p>Rental cars are reimbursed under any of the following criteria:</p> <ol style="list-style-type: none"> 1. The conference is in a different town from the closest airport, and ground transportation is not available or affordable. 2. The costs of the rental car, including fuel, and flight into a farther airport are less expensive than flying into an airport in the town where the event is located. 3. The costs of a rental car, including fuel, are less expensive than the mileage reimbursement rate for personal vehicle. Documentation submitted with the travel reimbursement form should include what the mileage reimbursement would have cost. 4. Emergency situations where it is not feasible to obtain prior approval from the treasurer or the president. Written documentation explaining the situation must accompany the reimbursement form, and the treasurer, in consultation with the president, determines if the use of the rental car in the situation will be reimbursed. <p>If there is further need for a rental car, the request needs to be approved by the AMATYC Treasurer or president prior to travel. (PPM 6.10.2 Part I)</p>

Date	Category	Motion
4/27/15	Board reports	Approve the attached changes to PPM 5.1.2, Procedures for Board Reports (PPM 5.1.2)
4/27/15	Position statement	The Board approve the change of title of the AMATYC position statement titled UNDERGRADUATE TEXTBOOKS AND INSTRUCTIONAL MATERIALS to UNDERGRADUATE MATHEMATICS TEXTBOOKS AND INSTRUCTIONAL MATERIALS effective immediately

Date	Category	Motion		
4/27/15	Conference Timetable	That PPM section 8.2, #12,15, & 19 Conference Timetable, be changed: (PPM 8.2 #12, 15 &19) From:		
		12. Sign (or request in writing that the Executive Director of Office Operations sign and mail) hotel contract. The written authorization shall be filed in the office with the signed contract.	Spring, C-5	President
		15. Recommend and approve Local Events Coordinator.	Fall, C-3 or after contract is signed	Regional VP, Executive Board
		19. Approve conference appointments.	Spring, C-1	Executive Board
		To:		
		12. Sign (or request in writing that the Executive Director sign and mail) hotel contract. The written authorization shall be filed in the office with the signed contract.	Spring, C-5	President
		15. Recommend and approve Local Events Coordinator.	Fall, C-3 or after contract is signed	Regional VP and Conference Coordinator, Executive Board approves
		19. Appoint other local event committee members.	Spring, C-1	Conference Coordinator, after verifying AMATYC membership

Date	Category	Motion
6/11/15	Conference site	That negotiations for the site of the 2021 AMATYC Annual Conferences are ranked as follows: 1. Phoenix 2. Atlanta 3. Dallas
6/11/15	Financial	That the IRS Form 990, the Audit Report for 2014, the Checklist review of Form 990, and the Tax Review and Audit Committee Report be accepted.
6/11/15	Travel reimbursement	When representing AMATYC at the quadrennial International Congress on Mathematics Education (ICME), the AMATYC President or their representative may be reimbursed for travel in business class.
6/11/15	Investment Board	The Chairperson of the AMATYC Investment Board shall have access to view online the AMATYC investment accounts, effective immediately.
6/11/15	Appointments	<p>Pending membership verification, the following individuals were appointed to the AMATYC Investments Board:</p> <p>William Steenken (steenken@att.net), AMATYC Foundation, appointed through December 31, 2019, the end of his appointment approved at SBM 2015;</p> <p>Jim Ham (jaham1729@gmail.com), AMATYC Executive Board, appointed through December 31, 2015, the end of his current term on the AMATYC Executive Board;</p> <p>Phil Mahler (mahlerp@middlesex.mass.edu) and Wilson Grab (wgrab@forsythtech.edu), members-at-large, appointed through December 31, 2018.</p> <p>Pending membership verification, Sarah E. Miller (smiller10@ccbcmd.edu) was appointed as Roommate Network Director for the term beginning January 1, 2016, and ending December 31, 2018.</p>
5/17/15	Minutes	That the draft minutes of the 2015 SBM be approved

Date	Category	Motion
6/25/15	Minutes	That the draft minutes of the 2015 SCC be approved
7/3/15	Statistics statement	<p>The AMATYC Executive Board approve the following statement from Mary DeHart, the chair of the AMATYC Statistics Committee:</p> <p>The New Mathways PROJECT</p> <p>The authors have provided a dependable set of prerequisites for community college Introductory Statistics courses that includes an emphasis on the development of the critical thinking skills that our students will need as the changing landscape of the statistics profession continues to impact the requirements for statistical literacy. (Attached to this file)</p>
Motion withdrawn 8/11/15	Assistant editor	<p>To establish the position of Assistant Editor. This position would provide support to the journal editor and production manager.</p> <p>Appointment Process</p> <p>The Assistant Editor is recommended by the President and appointed by the Executive Board.</p> <p>Term of Office</p> <p>The term length is two years. The starting date of each term is in January following the end of the conference where the appointment is made and the ending date is December 31. The term limit is three consecutive terms; exceptions may be granted by the board to waive the term limit for extenuating circumstances by a 2/3 vote of the entire board, or 9 votes.</p> <p>Duties</p> <ol style="list-style-type: none"> 1. Assist the editor with soliciting articles 2. Assist the editor in working with the editorial panel to select, edit, and develop articles for each issue. 3. Assist the editor and production manager in pre-proofing articles between review approval and layout. 4. Assist the editor and production manager in tracking author content and work to secure missing items, e.g., bios, abstracts, contact info, photos) 5. Assist in preparing author mailing list 6. Assist with proofing-reading
8/20/15 Conference Call	Advertising chair	That, pending verification of individual AMATYC membership, Nathalie Vega-Rhodes, be appointed to a two-year term as AMATYC Advertising Chair, effective Jan. 1, 2016.

Date	Category	Motion
9/24/15	SML prizes	To eliminate the wording 'of a mathematical nature' from the wording of the individual prizes for the SML Individual Prizes. (PPM 10.1.2)
9/26/15	Chart of accounts	Withdrawn and resubmitted 10/15/15
10/7/15	BC survey	That the following survey questions be placed in survey monkey and sent to the membership for their input in October 2015.
10/15/15	Chart of accounts	Motion #12: That the attached updated chart of accounts be approved and replace sections 6.7.1 and 6.7.2 in the PPM.in October 2015.
11/15/15	PPM	That the PPM be changed as proposed.
11/15/15	Ignite	That an Ignite Event be held on the Friday evening of the AMATYC Annual Conference in Denver, CO. This Ignite Session will be open to all as possible presenters, but spearheaded and planned by Fred Feldon, Dan Petrak and the ITLC Committee.
11/15/15	Position statement	The AMATYC Executive Board approves the concept of the position statement on Mathematics for Students in Two-Year Terminal Programs. (Attachment I)
11/15/15	Themed session	That the Board approves the scheduling of a six-speaker Themed Session for the MIC for the 2016 conference. Title: Teaching and Learning in Pre-calculus, Calculus, and Beyond.
11/15/15	Themed session	The Placement & Assessment Committee requests a themed session to be offered at the AMATYC 2016 Annual Conference in Denver. This themed session will consist of 6 mini-presentations.
11/15/15	Position statement	To endorse the position statement on time limits for course prerequisites.

Date	Category	Motion
11/15/15	ACCESS	<p>That section 11.5.1 of the AMATYC policy manual on the duties of the AMATYC Project ACCESS Coordinator be updated as follows:</p> <p>11.5.1 AMATYC Project ACCESS Coordinator Duties</p> <p>11. Regularly monitor and keep current the AMATYC Project ACCESS webpages on the AMATYC website. Send updates of these webpages to the AMATYC Website Coordinator as needed.(PPM 11.5.1)</p>
11/15/15	Math League	<p>That section 10.1.3 of the AMATYC policy manual on the duties of the AMATYC Student Mathematics League Coordinator be updated as follows:</p> <p>10.1.3 Student Mathematics League Coordinator Duties</p> <p>13. Regularly monitor and keep current the Student Mathematics League webpages on the AMATYC website. Send updates of these webpages to the AMATYC Website Coordinator as needed. (PPM 10.1.3)</p>
11/16/15	Conference	<p>That the Denver LEC, Erica Hastert, the Denver local committee, and the Conference Coordinator work together on a donation drive for Denver Rescue Mission. The drive would be held at the 2016 Annual Conference at the Denver Downtown Sheraton.</p>
11/16/15	Poster Session	<p>That the designated portions of Section 8.10.1 under the Conference Poster Session now read as follows:</p> <p>Conference Poster Session</p> <p>1. The number of posters be set at a maximum of 40, or 60 when space permits and the posters can be viewed for a longer period of time.</p> <p>6. At the conference D. each presenter is responsible for removing his or her materials at the end of the session or browsing hours, as directed by the Assistant Conference Coordinator. (PPM 8.10.1)</p>

Date	Category	Motion
11/16/15	Assistant PDC	<p>That the position of Assistant Professional Development Coordinator be created, PPM section 11.1.4 be approved as attached, and section 6.10.3 be changed as attached.</p> <p>This position will begin January 1, 2016 and receive conference support at the level of coordinator as indicated in PPM section 6.10.3 as attached.</p> <p>Eliminate items 11.1.4 sections 6 c,6d,6e, and 6f. Renumber 6g as 6c. Add 10 in front of last paragraph, “Work closely as an ex officio member of the Professional Development Committee to make recommendations to the Executive Board to establish an initial annual budget in order to maintain AMATYC’s ongoing commitment to providing the membership with professional development opportunities that meet the needs of two-year college math faculty” and include item number 11. Other duties as assigned by the Professional Development Coordinator.</p> <p>Funding for the position of Traveling Workshop Coordinator will not be included in the 2016 AMATYC budget.</p>
11/16/15	Mini grants	That the attached changes to policy 14.8 (Disbursement) and the removal of 11.8 (Mini Grants) be approved. (Attachment L) (PPM 14.8 and 11.8)
11/16/15	Budget	That the expenditures from the cash account register from March 1, 2015 through September 30, 2015 be approved
11/17/15	<i>AMATYC News</i>	The entire title of the newsletter, <i>AMATYC News</i> , will appear in italics when printed. (PPM various)

Date	Category	Motion
11/17/15	Proofing the Educator	<p>PPM 12.3.1 currently states:</p> <p>The <i>MathAMATYC Educator</i> should be proofed before printing by the <i>MathAMATYC Educator</i> Editor, Production Manager, and Publications Director.</p> <p>Proposed Revision:</p> <p>The <i>MathAMATYC Educator</i> should be proofed before printing by the <i>MathAMATYC Educator</i> Editor and Production Manager. The Publications Director will focus on items that are maintained by or impact the office – not technical content. (PPM 12.3.1)</p>
11/17/15	RMETYC	<p>That the attached PPM changes, including the changes to make the title of the Research in Mathematics Education in Two-Year colleges be consistent, that are required to implement Academic Committee restructuring be approved (Attachment M) (PPM – various sections)</p>
11/17/15	Herb Gross award	<p>That the following be added to the PPM:</p> <p>2.5.3 Herb Gross Presidential Award</p> <p>The Herb Gross Presidential Award, formerly the Presidential Award, was established during SBM 2014. The selection of the recipient of this award is at the discretion of the President. Further, it is not limited to one award per year. The intent of this award is for it to be the top service award to recognize exceptional service to AMATYC and to our profession. It has been common practice, although not required, to award a plaque to the recipient of this award. (PPM 2.5.3)</p>
11/17/15	Advertising	<p>That the attached policy additions and changes be adopted. These include: a new policy 5.1.9 Advertising Open Appointed Positions; change to 5.8.1 Personnel Committee; change to 9.2 Academic Committees, Executive Committee; and change 12.3.4 Journal Editorial Panelists effective January 21, 2016. (Attachment O) (PPM 5.1.9, 5.8.1, 9.2, 12.3.4)</p>

Date	Category	Motion
11/17/15	BRC	That \$30,000 (\$15,000 in 2016, \$5,000 in 2017, and \$10,000 in 2018) be allocated for the BCR Task Force to complete the production of a new document for AMATYC dealing with the teaching and learning of mathematics in the first two years of college. This money will be used to fund conference calls of the group, to participate in a daylong meeting following the annual conference in Denver, support for the Task Force chair at the Denver and San Diego conferences, and final production of the document(s).
11/17/15	Guidelines	The AMATYC retire the Guidelines entitled Academic Preparation Of Two-Year College Faculty . (PPM 15.10.1 and 15.10.2)
11/17/15	Bulk email	<p>That PPM 10.3.6 be revised to read:</p> <p>Definition: Bulk email is defined as any official email sent from AMATYC membership management system using the bulk email functionality.</p> <p>Each bulk email must conform to the following guidelines:</p> <ul style="list-style-type: none"> • The AMATYC logo should appear at the top of the email. • An unsubscribe statement should appear in the footer of the email. • The font size and type used in the email should be consistent throughout. • Regional Vice-Presidents may create and send bulk emails to the members and/or nonmembers of their region. • Messages addressed to members and/or nonmembers from more than one region must be authored by the AMATYC President, the Executive Director, or a designee. If authored by a designee, then the President or Executive Director must approve the message. • Attachments should be avoided unless absolutely necessary to communicate the content of the email message. • Each message should be proofed by someone other than the author.

Date	Category	Motion
11/17/15	Assessment Committee	<p>Change PPM 1.5.1 from "Strategic Plan Project Team includes President, Past-President, President-Elect and VP Liaison to VPs" to "Strategic Planning Committee includes President, Past-President, President-Elect and VP Liaison to VPs."</p> <p>Change PPM 5.3 General Duties #5 from "Serve as a chair of the Organizational Assessment Committee" to "Serve as chair of the Organizational Assessment Committee and Strategic Planning Committee." (PPM 1.5.1 and 5.3)</p>
11/17/15	Planning Committee	<p>That as soon as the results of an AMATYC election are known, the President-elect designate will become a member of the Strategic Planning Committee.</p> <p>PPM 1.5.1 would be changed from "Strategic Plan Project Team includes President, Past-President, President-Elect and VP Liaison to VPs" to "Strategic Plan Project Team includes President, Past-President, President-Elect, <u>the President-Elect designate once the results of an AMATYC election are known</u>, and VP Liaison to VPs".(PPM 1.5.1)</p>

Date	Category	Motion																
11/17/15	Appointments	<p>President Sattler announced that during executive session, pending membership verification, the following appointments were made:</p> <p>Judy King, NHTI, Concord’s CC, turkcaj@concast.net, As Faculty Issues ANet Leader from January 1, 2016 through December 31, 2017.</p> <p>Christine Mirbaha, CCBC Dundalk, CMirbaha@ccbcmd.edu, as Division/Department Leadership ANet Leader from January 1, 2016 through December 31, 2017.</p> <p>Stephen Krevisky, Middlesex CC, skrevisky@mxcc.commnet.edu, as International Mathematics ANet Leader from January 1, 2016 through December 31, 2017.</p> <p>Fary Sami, Harford CC, fsami@harford.edu, as Mathematics for Liberal Arts ANet Leader from January 1, 2016 through December 31, 2017.</p> <p>Julie Hanson, Clinton CC, Julie.Hanson@clinton.edu, be appointed to the Advisory Board of the statPrep grant.</p> <p>Penny Morris, Polk State College, PMorris@polk.edu, as Local Events Coordinator for the 2018 Annual Conference in Orlando FL.</p> <p>Julie Gunkelman, Oakland CC, jagunkel@oaklandcc.edu, as PDC coordinator from January 1, 2016 through December 31, 2018.</p> <p>TJ (Thomas) Duda, Columbus State CC, tduda@csc.edu, as AMATYC Student mathematics league Test Developer from April 1, 2016 through March 31, 2019.</p> <p>Nancy Sattler, Terra CC, nsattler@terra.edu, was re-appointed to the position of AMATYC representative to the Joint Committee on Women in the Mathematical Sciences from February 1, 2016 to January 31, 2019.</p> <p>John Hansen, Iowa Central CC, Hansen_J@iowacentral.edu, as Central Region representative to the Placement and Assessment Committee.</p> <p>George Alexander, Madison College, galexander@matchmadison.edu, as editor of the <i>MathAMATYC Educator</i> effective January 1, 2016 through EOC 2017.</p> <p>The following invoice numbers: 1002043 for \$227.76, 1002046 for \$227.76 and 1002059 for \$227.76 were approved to be written off as uncollectable debts. These debts were incurred in 2010.</p> <p>The incoming board officers for 2016 - 2017 were announced as follows:</p> <table><tr><td>President:</td><td>Jane Tanner</td></tr><tr><td>President-Elect:</td><td>James A (Jim) Ham</td></tr><tr><td>Past President:</td><td>Nancy Sattler</td></tr><tr><td>Secretary:</td><td>Michelle Duda</td></tr><tr><td>Treasurer:</td><td>David Tannor</td></tr><tr><td>Northeast Vice President:</td><td>Ernie Danforth</td></tr><tr><td>Mid-Atlantic Vice President:</td><td>Daniel P. Fahringer</td></tr><tr><td>Southeast Vice President:</td><td>Nancy Rivers</td></tr></table>	President:	Jane Tanner	President-Elect:	James A (Jim) Ham	Past President:	Nancy Sattler	Secretary:	Michelle Duda	Treasurer:	David Tannor	Northeast Vice President:	Ernie Danforth	Mid-Atlantic Vice President:	Daniel P. Fahringer	Southeast Vice President:	Nancy Rivers
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Treasurer:	David Tannor																	
Northeast Vice President:	Ernie Danforth																	
Mid-Atlantic Vice President:	Daniel P. Fahringer																	
Southeast Vice President:	Nancy Rivers																	

Date	Category	Motion
11/17/15	Philosophy	To begin a new philosophy that the AMATYC organization is no longer comprised solely of two-year colleges, but that AMATYC will focus on mathematics taught during the first two years at all schools of higher education.
11/17/15	Insurance	That the attached revised language for PPM Section 6.3 Insurance Policies be approved. (Attachment P) (PPM 6.3)
11/17/15	Technical Clerk	<p>That section 7.2.6 be changed as indicated below:</p> <p>Section 7.2.6 Office Secretary Duties</p> <p>From: 7.2.6 Office Secretary Duties Primary responsibilities are, but not limited to: greeting visitors; answering the phone and directing calls; assisting the office/database manager with the renewal process; post and print deposits; assisting with mailings and information requests; providing pre-and post-conference support by completing tasks as assigned and maintaining working supplies; maintaining the office during the annual conference. Other duties as assigned by the Executive Director or Office Director.</p> <p>TO: Section 7.2.6 Technical Clerk Duties</p> <p>Primary responsibilities are, but not limited to: greeting visitors; answering the phone and directing calls; updating and maintaining the organization's policy manual, assisting with the database system – including but not limited to: the renewal process, posting and printing payments, collecting data and drafting summaries or reports; assisting with mailings and information requests; providing pre-and post-conference support by completing tasks as assigned and maintaining office supplies. Other duties as assigned by the Executive Director or Office Director. (PPM 7.2.6)</p>
11/17/15	Math League	That section 10.1.5 of the AMATYC policy manual be revised to reflect the correct rotation schedule for the term of office of regional members of the Student Mathematics League Test Development Team. (Attachment Q) (PPM 10.1.5)

Date	Category	Motion
11/17/15	Grant	AMATYC provides level 1 support for the statPREP grant. Please see the attached grant proposal and grant summary. (For information about the grant contact the AMATYC office)

Date	Category	Motion
11/17/15	Math League	<p>That section 10.1.2 be changed as indicated below:</p> <p>10.1.2 Student Mathematics League Rules</p> <p>General Eligibility Colleges eligible to enter a team of five or more students, or individual students if fewer than five students wish to compete, must be two-year colleges or colleges that offer mathematics programs typical of two-year colleges and that do not offer four-year degrees in mathematics, science, or engineering. Any student at such a college who has not earned a two-year college or higher degree or junior standing is eligible to compete (part-time students are eligible). A committee, including the SML Coordinator, shall be appointed to approve eligibility.</p> <p>Change to:</p> <p>Colleges may enter either a team of five or more students or individual students if fewer than five students wish to compete. A student is eligible to compete if s/he have not earned a two-year degree (or higher) or if s/he has not achieved junior standing (or higher) at a four-year institution. Part-time students are eligible. A committee, including the SML Coordinator, shall be appointed to approve eligibility.</p> <p>Eligibility for the Grand Prize</p> <p>In addition to meeting general minimum of eligibility requirements the student must have successfully completed a minimum of 12 semester hours (or equivalent quarter hours) of community college (two-year college) course work by the end of the second exam, including courses in progress at the time of the second exam which are completed successfully. Students enrolled in a four-year institution or in high school at the time of the competition are NOT eligible for the grand prize, nor are previous recipients of the grand prize. Official transcripts and a letter signed by the student and local moderator certifying eligibility will be required in order to award the prize.</p> <p>Change to:</p> <p>In addition to meeting the general eligibility requirements the student must have successfully completed a minimum of 12 semester hours (or equivalent quarter hours) of college course work by the end of the second exam, including courses in progress at the time of the second exam which are completed successfully. Students enrolled in a four-year institution or in high school at the time of the competition are NOT eligible for the grand prize, nor are previous recipients of the grand prize. Official transcripts and a letter signed by the student and local moderator certifying eligibility will be required in order to award the prize. (PPM 10.1.2)</p>

Date	Category	Motion
11/17/15	Membership Committee	That the AMATYC Membership Committee members meet in Denver on Saturday, November 12, 2016 to plan future membership and marketing initiatives.
11/17/15	Traveling Workshops	That AMATYC allocate \$16,000 for AMATYC sponsored Traveling Workshop grants for 2016. The following criteria will apply: each workshop will be funded with a maximum of \$2000, eligible groups are limited to AMATYC institutional members and AMATYC affiliates. A Task Force will be created to craft specifics of the process. The grant review committee will be the Professional Development Committee of the board. The grant will be announced through an email blast to institutional members and affiliate presidents.
11/17/15	Budget	The AMATYC Board agrees to suspend 6.6.4 of the PPM for the 2016 budget year. This item requires that the AMATYC Executive Board pass a balanced budget.
11/17/15	DA	<p>Section 4.2 Delegate Assembly Meetings Change:</p> <p>Beginning with the 1993 conference, two meetings of the Delegate Assembly will be held, one early in the conference and one late. Major issues to be debated by the delegates will be presented during the early session if possible. The first session will be informational only with continued debate and all voting during the later session. The first session may take the form of a hearing or forum.</p> <p>To:</p> <p>One meeting of the Delegate Assembly will be held at each conference. Non-routine agenda items to be voted on by the delegates will be presented early in the conference in the form of a hearing or a forum. What is non-routine will be determined by the President. (PPM 4.2)</p>
11/17/15	Faculty Math league	That the Faculty Math League Award be renamed the Steve Blasberg Faculty Math League Award.

Date	Category	Motion
11/21/15	Membership database use	<p>David Tanner will be allowed to use the AMATYC members database for a survey regarding use Beyond Crossroads for an initial email and one follow-up email. She also announced that pending membership verification, Johanna Debrecht, North Virginia CC, jdebrecht@nvcc.edu, was appointed production manager of the <i>MathAMATYC Educator</i> from January 1, 2016 through May 31, 2016.</p> <p>Conference cities to be reviewed first for the 2022 conference in alphabetical order are: Baltimore MD, Hartford CN, Philadelphia PA, Providence RI, Toronto ONT, and Washington D.C.</p>
11/21/15	Appointment	<p>Pending membership verification, Lisa Fineman, CC of Baltimore County, lfeinman@ccbcmd.edu, was appointed <i>the Assistant Professional Development Coordinator</i> from January 1, 2016 through December 31, 2018.</p>
12/21/15	Grant	<p>AMATYC provide level 2 Support for The Student Works grant proposal. Please contact the office for information regarding the grant proposal and budget</p>