

**AMATYC Executive Board Meeting  
SBM 2016  
Memphis, TN**

**Friday, April 1, 2016**

The meeting was called to order at 8:48 AM by President Jane Tanner. The following members of the Executive Board were present:

Jane Tanner	President	Nancy J. Rivers	Southeast Vice President
Jim Ham	President-Elect	Jon Oaks	Midwest Vice President
Michelle Duda	Secretary	Nicole Lang	Central Vice President
David Tanner	Treasurer	Kathryn Kozak	Southwest Vice President
Ernie Danforth	Northeast Vice President	Liz Hylton	Northwest Vice President
Dan Fahringer	Mid-Atlantic Vice President	Mark Harbison	West Vice President

Also present was: Wanda Garner, Executive Director

Nancy Sattler, Past President, joined via Zoom.

**AGENDA**

The Board observed a moment of silence in memory of Margie Hobbs.

President Tanner reviewed the following materials:

- Reference materials. (Attachment A)
- Email ballots since January 1, 2016. (Attachment B)
- 2016-2017 Affiliate Visits. (Attachment C)

**MOTION:** To approve the previously listed Rules of Conduct. (Attachment D)  
Made by Danforth and seconded by Ham.

**Motion approved**

**MOTION:** Approve the Order of Business provided. (Attachment E)  
Made by Ham and seconded by Kozak.

**Motion approved**

**CONSENT CALENDAR**

Officer reports were received and reviewed.

Expenditure Approval Committee report was received and reviewed. (Attachment F)

**MOTION:** To receive the reports in sections B and C of the consent calendar.  
Made by Danforth and seconded by Oaks.

**Motion approved**

## ACADEMIC COMMITTEES

Academic committee chair reports were received and reviewed. Received and reviewed Jack Rotman's report on the AMATYC New Life Project.

**MOTION:** To extend discussion on the New Life Project by 5 minutes.  
Made by Sattler and seconded by Kozak.

**Motion approved**

Needs further discussion and will be revisited later in the Board meeting.

**MOTION:** That the spirit of the position statement on Mathematics for Students in Two-Year Terminal Programs be approved. (ATTACHMENT G)  
Made by Danforth and seconded by Lang.

**Motion approved**

**MOTION:** That PPM 9.6.8 be updated as:

The role of the AMATYC Statistics Committee is to provide a forum for the exchange of ideas, the sharing of resources and the discussion of issues of interest to the statistics community. In particular:

- \* To provide professional development and support for the teaching and learning of statistics
- \* To foster the use of the GAISE guidelines in the first two years of college. ~~To foster the use of the GAISE guidelines, making them relevant to the community college setting.~~
- \* To serve as a liaison with four-year college faculty, other mathematical organizations and professional statistics organizations in order to share resources.

Made by Kozak and seconded by Danforth.

**Motion approved**

## ANets

ANet leader reports were received and reviewed.

Nancy Sattler left the meeting at 10:45 AM.

The position statement submitted by the Adjunct Faculty Issues ANet was discussed. The Board supported the themes of professional development, support, and mentorship. The Board also suggested that item I and III form the core of the position statement. Items in II that address compensation need to be removed as AMATYC cannot address this as an organization. Other suggestions included potentially changing the format from bulleted lists to a narrative, as well as researching if other organizations have a position statement on adjunct faculty issues. Michelle Duda as liaison will take this feedback back to Judy King, Adjunct Faculty Issues ANet leader.

**MOTION:** That the following be added to the PPM:  
PPM 8.10.3 Guidelines for Program Construction

10. Beginning with the 43<sup>rd</sup> Annual Conference in San Diego, schedule meetings for academic committees and ANets such that ANets do not meet at the same time as academic committees. While

all academic committees can be scheduled to meet simultaneously during a dedicated committee meeting time, ANet meetings can be scattered throughout the program making every reasonable effort to avoid sessions closely related to the ANet's focus.

Made by Ham and seconded by Fahringer.

**Motion defeated**

## **SERVICES/COORDINATORS/DIRECTORS/PUBLICATIONS**

Services/Coordinators/Directors/Publications reports were received and reviewed.

President Jane Tanner commended George Hurlburt for his excellent work on the AMATYC website and prompt response to all requests.

The Board decided to discuss item IV (WDW- AMATYC Project Grant) on John Pazdar's Grants Coordinator Report in more detail in Section M: New Business while discussing The Research Portal Project "An AMATYC Affiliate Student Research League Plan for Mathematics Development using Experiential Learning."

## **PARKING LOT**

**Note:** Parking Lot is a dedicated time each day for general discussion items. Topics can added to the Parking Lot during the meeting, and can be discussed in any order. An initial list of items in the Parking Lot is included in the Order of Business.

### **Discussion: Italicizing the entire name of the journal**

Liz Hylton will email George Alexander and Board will revisit topic later in the meeting.

### **Discussion: Non-AMATYC members serving on writing team for BC revision**

Continue to allow non-members to serve on the writing team for BC revisions, but strongly encourage them to join AMATYC.

### **Discussion: Going Green Committee – is it needed?**

Established Ad Hoc Going Green Committee

Chair: Jim Ham

Charge: To determine the feasibility of replacing some of the AMATYC printed mailings and materials with electronic versions for members who prefer the electronic version. If feasible, to identify the printed mailings and materials that members may elect to receive electronically. And also if feasible, to determine a process that will enable members to choose how they prefer to receive AMATYC mailings and materials, print or electronic.

Members: George Hurlburt, Christine Schott, David Tannor, George Alexander, Joanna Debrecht, Keven Dockter, Wanda Garner, Nicole Lang

### **Discussion: Progress on IRB**

Jim Ham contacted someone at his institution. Nicole Lang will contact John Smith (RMETYC).

**Discussion: Two signatures on a motion – when required**

Two signatures on a motion will continue to be required if submission occurs later than February 15 or September 15.

Meeting suspended at 12:00 PM.

The Personnel Committee met from 12:00 – 1:30 PM.

Meeting resumed at 1:35 PM.

Continued to receive and review Services/Coordinators/Directors/Publications reports.

**MOTION:** That the AMATYC Board create the new position - SML Faculty Mathematics League Coordinator

**10.1.6 Faculty Mathematics League Coordinator**

The Faculty Mathematics League Coordinator oversees all activities related to the Faculty Mathematics League competition, focusing on tasks including but not limited to test production, recruiting AMATYC members to aide in the production and grading of the tests, publicity of the competition to the AMATYC membership – both to recruit participants and announce results, compilation of results and the awarding of the Steve Blasberg award.

The Faculty Mathematics League Coordinator will be supported with conference registration, at the early conference registration rate.

**Appointment Process**

The Faculty Mathematics League Coordinator will be recommended by the President and appointed by the Executive Board.

**Term of Office**

The term length is three years. The starting date of each term is July 1 and the ending date is June 30. The term limit is two 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.

Made by Fahringer and seconded by Lang.

**MOTION to amend:** Strike “SML” in the opening sentence.

Made by Kozak and seconded by Ham.

**Motion to amend passed**

**MOTION to amend:** Remove “The Faculty Mathematics League Coordinator will be supported with conference registration, at the early conference registration rate.”

Made by Kozak and seconded by Lang.

**Motion to amend passed**

**MOTION to amend:** Add “which will take place at the annual AMATYC conference,” after “The Faculty Mathematics League Coordinator oversees all activities related to the Faculty Mathematics League competition”.

Made by Harbison and seconded by Ham.

**Motion to amend passed****Motion now reads:**

That the AMATYC Board create the new position - Faculty Mathematics League Coordinator

**10.1.6 Faculty Mathematics League Coordinator**

The Faculty Mathematics League Coordinator oversees all activities related to the Faculty Mathematics League competition which will take place at the annual AMATYC conference, focusing on tasks including but not limited to test production, recruiting AMATYC members to aide in the production and grading of the tests, publicity of the competition to the AMATYC membership – both to recruit participants and announce results, compilation of results and the awarding of the Steve Blasberg award.

**Appointment Process**

The Faculty Mathematics League Coordinator will be recommended by the President and appointed by the Executive Board.

**Term of Office**

The term length is three years. The starting date of each term is July 1 and the ending date is June 30. The term limit is two 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.

**Motion defeated**

**MOTION:** That the Appointment Process for members of the Student Mathematics League Test Development Team be changed as follows

**10.1.5 Student Mathematics League Test Development Team**

Members of the Student Mathematics League Test Development Team assist the Test Developer in the development of the questions, answers, and solutions for the Student Mathematics League examinations.

**Appointment Process**

The Student Mathematics League Test Development Team shall consist of eight members, one from each of the eight regions of AMATYC. Members are recommended by the Student Mathematics League Coordinator and appointed by the Executive Board.

<change to>

The Student Mathematics League Test Development Team shall consist of one member from each of the eight regions of AMATYC and any interested ex-officio Test Developers. Members are recommended by the Student Mathematics League Test Developer and appointed by the Executive Board. All members of the Student Mathematics League Test Development Team must be current members of AMATYC.

Made by Fahringer and seconded by Lang.

**Motion defeated**

Nancy Sattler rejoined the meeting via Zoom at 2:20 PM.

Jim Ham, President-Elect, led the Board in a Strategic Planning Session (Mission and Vision Statements).

**MOTION:** That the mission and vision statements below be approved and replace the current mission and vision statements.

**AMATYC Mission Statement**

To provide high quality professional development, to advocate and collaborate at all levels, and to build communities of learners for all involved in mathematics education in the first two years of college.

**AMATYC Vision**

To be the leading voice and resource for excellence in mathematics education in the first two years of college.

Made by Ham and seconded by Rivers.

**Motion approved**

Meeting suspended for the day at 3:30 PM.

The Membership Committee met from 3:30 – 4:30 PM.

Meeting resumed at 8:31 AM.

In addition to those present yesterday, Keven Dockter, Conference Coordinator, was present. Nancy Sattler, Past President, joined via Zoom.

President Tanner reviewed the schedule for the day.

Continued to receive and review Services/Coordinators/Directors/Publications reports.

## **CONFERENCE**

Keven Dockter gave the Conference Coordinator Report.

**MOTION:** That effective with 2017 Annual Conference the upper limit of ten items per conference for the in-bag insert be removed from the PPM Section 8.8.2.2. The Advertising chair in consultation with the Conference Coordinator will determine when an appropriate number of items has been reached. The updated policy will appear as in the attached. (ATTACHMENT H)

Made by Ham and seconded by Fahringer.

**Motion approved**

**MOTION:** That effective with the 2017 annual conference, the discount registration rate be set at \$375. Made by Tannor and seconded by Ham.

**MOTION to Postpone:** Move until after consideration of the next motion.

Made by Danforth and seconded by Harbison.

**Motion to postpone approved**

**MOTION:** That the attached changes to PPM Section 8.12.3, registration fees, be adopted beginning with the 2017 annual conference. (ATTACHMENT I)

Made by Kozak and seconded by Hylton.

**Motion defeated**

**MOTION:** That effective with the 2017 annual conference, the discount registration rate be set at \$375. Made by Tannor and seconded by Ham.

**MOTION to Amend:** Change \$375 to \$370

Made by Harbison and seconded by Danforth.

**Motion to amend defeated**

**MOTION to Amend:** Change \$375 to \$360

Made by Kozak and seconded by Ham.

**Motion to amend approved**

## **Motion now reads:**

That effective with the 2017 annual conference, the discount registration rate be set at \$360.

**Motion approved**

## **CONFERENCE – EXPERIENT**

The Experient Post Conference Report was received and reviewed.

## **ADMINISTRATIVE COMMITTEES**

### **The following reports were received and reviewed:**

- Nominating Committee Report
- Mathematics Excellence Award Report
- Foundation Report

President Jane Tanner and West Vice President Mark Harbison drew names for travel grants of \$375 to attend the 13th International Congress on Mathematical Education to be held in Hamburg, Germany, July 24-31. The travel grants are given by the AMATYC Foundation to AMATYC members attending the conference. The four winners are Patrick Kiman, Mary Beard, April Ström, and Tuyetdong Phan-Yamada.

**MOTION:** That all AMATYC investments residing with Morgan Stanley be moved to Merrill Lynch effective as soon as feasible.

**Motion withdrawn**

This motion was approved via an email motion in March 2016.

Received and reviewed the Past Presidents Advisory Board Report.

## **PARKING LOT**

### **Discussion: Term limits for regional reps on academic committees**

Established Ad Hoc Committee on Term Limits for Regional Reps on Academic Committees

Charge: Review PPM language on the appointment of regional reps on academic committees

Chair: Kate Kozak

Members: Nicole Lang, Ernie Danforth

### **Discussion: Renew membership in the International Mathematics Olympiad**

Even though the student participants are unlikely to be two-year college mathematics students, the Board supported the concept of AMATYC renewing participation in the International Mathematics Olympiad. Wanda Garner and Nancy Sattler will research cost and work on a motion for FBM 2016 regarding this item.

### **Discussion: Updating motion form for assessment clarity**

Established Ad Hoc Committee on Board Meeting Forms

Charge: Review and revise all forms (both motion and report) related to the Board packet for consistency and assessment clarity

Chair: Michelle Duda

Members: Nancy Rivers, Jon Oaks, Dan Fahringer



Meeting suspended at 12:12 PM.

Meeting resumed at 1:30 PM.

### **TREASURER/BUDGET**

David Tannor gave the Treasurer's Report.

Christy Hunsucker, Accounting Director, joined the meeting for the Treasurer's Report.

President Tanner thanked David Tannor for his hard work during the Treasurer transition.

**MOTION:** That the expenditures from the cash account register from October 1, 2015 through Feb 15, 2016 be approved.

Made by Lang and seconded by Kozak.

**Motion approved**

### **ADMINISTRATIVE COMMITTEES**

#### **The following reports were received and reviewed:**

- Teaching Excellence Award Report
- Professional Development Committee
- Personnel Committee
- Organizational Assessment Committee
- Membership/Marketing Committee
- Membership Report

**MOTION:** That Section 11.1.4 of the PPM, 'Assistant Professional Development Coordinator', duty #9:

Submit information to the Professional Development Coordinator to be included in the written Board reports twice annually (2/15 and 9/15) using the format provided by the Board.

be revised to say the following:

"Will submit a written report to the AMATYC Board Liaison by the deadline for the Spring and Fall Board meetings using the format provided by the Board."

Made by Lang and seconded by Rivers.

**Motion approved**

**MOTION:** That the reduced retiree conference registration rate be continued for a third year at the 2016 AMATYC Conference in Denver.

That policy 8.12.3 be changed to read:

#### **8.12.3 Registration Fee Formulas**

7. 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. This rate has been extended to be continued at the 2015 AMATYC Conference in New Orleans and the 2016 AMATYC Conference in Denver.

Made by the Organizational Assessment Committee.

**Motion approved**

## **AD HOC COMMITTEES/PROJECTS**

### **The following reports were received and reviewed:**

AMATYC Project ACCCESS (APA) Board Report  
Guidelines for Project ACCCESS Task Force Report

### **Established Search Committee for next Project ACCCESS Coordinator**

Charge: Work to advertise position, review applications, and select the next Project ACCCESS Coordinator

Chair: Dan Fahringer

Member: Jon Oaks, Liz Hylton, Kate Kozak

**MOTION: To incorporate changes to PPM 11.5.3 to include a free one-year one-time only membership to ACCCESS applicants who were not selected and to change the date that contracts need to be returned to August 1.**

### **11.5.3 Fellow Selection** <7/10/2011>

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.

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### **11.5.3 Fellow Selection** <7/10/2011>

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~~ August 1 of the current year. Unsuccessful applicants will be encouraged to apply again providing they are still eligible for

Project ACCESS. *All unsuccessful applicants will receive a complimentary one-year one-time only membership to AMATYC.*

Made by Ham and seconded by Lang.

**Motion approved**

**MOTION:** To change the number of terms of the Project ACCESS Coordinator from 3 to 2.

**Term of Office**

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.

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**Term of Office**

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 two 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.

Made by Kozak and seconded by Lang.

**Motion approved**

**MOTION:** To provide an over-budget expenditure of up to \$500 to purchase a new LCD projector for Project ACCESS.

Made by Rivers and seconded by Lang.

**Motion approved**

Meeting suspended at 4:27 PM.

Meeting resumed at 8:30 AM.

Nancy Sattler, Past President, joined via Zoom.

## **AD HOC COMMITTEES/PROJECTS**

### **The following reports were received and reviewed:**

- Joint Committee on Women in the Mathematical Sciences Report
- Beyond Crossroads Steering Committee Report
- Professional Networking Ad Hoc Committee Report
- AMATYC Sponsored Workshops Ad Hoc Committee Report
- AMATYC Sponsored Traveling Workshops Ad Hoc Committee Report
- SPO Site Selection Ad Hoc Committee Report
- Hybrid Conference Ad Hoc Committee Report
- Awards and Recognition Task Force Report
- Delegate Assembly Task Force Report
- Review of Equal Opportunity Position Statement Task Force Report
- Pre-conference Workshops PPM 8.13.8 Task Force Report
- Common Vision Report
- Transforming Post-Secondary Education (TPSE) Math Report

**MOTION:** That the following names be placed on record as members of the National Advisory Council for the Beyond Crossroads Revision Project:

- Michael Pearson, Executive Director, MAA
- Donna Lalone, Director of Strategic Initiatives and Outreach, ASA
- Matt Larson, President-elect, NCTM
- Amy Volpe, NADE representative
- Christine Thomas, President, AMTE
- Uri Triesman, Executive Director, Dana Center
- Karon Klipple, Executive Director Community College Pathways, Carnegie Foundation
- Louis Casian, AMS Representative
- Diane Kinch, President-elect, TODOS
- John Staley, President, NCSM

Made by Sattler and seconded by Danforth.

**Motion approved**

**Discussion note:** Placed on record different from appointment.

**MOTION:** That the Professional Networking Committee in PPM Section 11.11, be renamed the ‘Social Networking Committee.’

Current language says:

### **11.11 Professional Networking Committee** <Email 2013>

The Professional Networking Committee shall provide assistance and input into AMATYC's presence on social media.

Proposed language would say:

### **11.11 Social Networking Committee** <Email 2013>

The Social Networking Committee shall provide assistance and input into AMATYC's presence on social media.

Made by Lang and seconded by Kozak.

**Motion approved**

**MOTION:** To extend discussion on AMATYC Sponsored Traveling Workshops Ad Hoc Committee Report by 10 minutes.

Made by Kozak and seconded by Ham.

**Motion approved**

**MOTION:** That the dates of the initiative by which AMATYC would fund Traveling Workshops be changed to July 1, 2016 – June 30, 2017.

Funding for the 2017 budget is estimated at \$8000.

**Motion withdrawn**

**MOTION:** To extend discussion on the Hybrid Conference Ad Hoc Committee Report by 5 minutes.

Made by Kozak and seconded by Lang.

**Motion approved**

**MOTION:** To extend discussion on the Equal Opportunity Position Statement Task Force Report by 5 minutes.

Made by Ham and seconded by Lang.

**Motion approved**

**Discussion note:** The position statement is referring to Equal Opportunity in Mathematics, not equal opportunity (or diversity) in the AMATYC leadership. Efforts of the task force should reflect this focus on Equal Opportunity in Mathematics.

**MOTION:** That section 8.13.8 of the PPM be replaced as indicated on the attached. This change will go into effect on Jan 1, 2017. (ATTACHMENT J)

Made by Danforth and seconded by Fahringer.

**Motion to amend:** Change the first sentence in the second paragraph of the replacement 8.13.8 language to

“The party interested in sponsoring a pre-conference workshop, referred to as the host, must contact the AMATYC Conference Coordinator no later than March 15 of the conference year the party wishes to host the workshop.”

Made by Kozak and seconded by Lang.

**Motion to amend approved**

**Motion now reads:** See attachment J.

**Motion approved**

**MOTION:** To extend discussion on the TPSE Math Report by 5 minutes.  
Made by Ham and seconded by Rivers.

**Motion approved**

Jim Ham, President-Elect, led the Board in a Strategic Planning Session (2018-2023).

Meeting suspended at 12:00 PM.

Meeting resumed at 1:00 PM.

Beverly Vance, Office Director, led the Board in a Smartsheet training session.

Meeting suspended at 2:00 PM.

The Professional Development Committee met 5:00 – 6:00 PM.

Meeting resumed at 8:30 AM.

Nancy Sattler, Past President, joined via Zoom.

One previously selected winner of the ICME 13 drawing is unable to attend. Thus, a new winner was randomly selected. Steve Blasberg will receive a \$375 travel grant from the AMATYC Foundation to attend the conference.

**The following reports were received and reviewed:**

Carnegie Foundation Report  
The Charles A. Dana Center Report  
Minutes Review Committee for the 2015 DA

**MOTION:** To extend discussion on the Carnegie Foundation Report by 5 minutes.  
Made by Kozak and seconded by Ham.

**Motion approved**

**EXECUTIVE SESSION**

**The Board went into Executive Session at 9:00 AM.** Wanda Garner and Keven Dockter were asked to stay for Executive Session.

**The Board returned from Executive Session at 9:55 AM.** At that time Secretary Duda reported out the following committee appointments pending membership verification:

- **Regional Representatives to Academic Committees**

**Regional Representatives to the Developmental Mathematics Committee**

Central Region	Kim Granger	kgranger@stlcc.edu
Mid-Atlantic Region	Lisa Feinman	LFeinman@ccbcmd.edu
Midwest Region	Vasu Iyengar	vasu.iyengar@mcc.edu
Northeast Region	Geoffrey Akst	gakst@nyc.rr.com
Northwest Region	Jessica Bernards	Jessica.bernards.@pcc.edu
Southeast Region	Richard Leedy	rleedy@polk.edu
Southwest Region	Mel Griffin	griffinmel@gmail.com
West Region	Kathryn Van Wagoner	vanwagka@uvu.edu
Member At-Large	Sharon Sledge	Sharon.Sledge@sjcd.edu
Member At-Large	Kathleen Almy	K.Almy@RockValleyCollege.edu
Member At-Large	Linda Zientek	lrzientek@yahoo.com

**Regional Representatives to the Innovative Teaching and Learning Committee**

Central Region	Marshall Stuart	mdstuart1@dmacc.edu
Mid-Atlantic Region	Kristyanna Erickson	kerickson@cecil.edu
Midwest Region	Erin Kelly	kellye57@morainevalley.edu
Northeast Region	George Hurlburt	hurlburt@corning-cc.edu

Northwest Region	Lorinda Fattic	lfattic@alaska.edu
Southeast Region	Anne Magnuson	asmagnuson@waketech.edu
Southwest Region	Dave Graser	david.graser@yc.edu
West Region	Barbara Illowsky	illowskybarbara@fhda.edu
Member At-Large	Cal Stanley	cstanley@pima.edu

### **Regional Representatives to the Mathematics and its Application for Careers Committee**

Mid-Atlantic Region	Teri Figarola	tfigarol@dtcc.edu
Midwest Region	Jeffrey Herrin	jeff.herrin@kctcs.edu
Northeast Region	Patricia Hirschy	phirschy@acc.commnet.edu
Southeast Region	Jonathan Shands	jwshands42@mail.cfcc.edu
Southwest Region	Stephanie Krehl	slkrehl@midsouthcc.edu
West Region	Froozan Afiat	froozan.afiati@csn.edu
Member At-Large	Joe Gallegos	joe.gallegos@slcc.edu

### **Regional Representatives to the Mathematics Intensive Committee**

Central Region	Carol Tracy White	cltracy@highlandcc.edu
Mid-Atlantic Region	Sue Strickland	susanst@csmd.edu
Midwest Region	Paul Drelles	pgdrelles@westshore.edu
Northeast Region	Alexander Atwood	atwooda@sunysuffolk.edu
Southeast Region	Alice Pierce	Alice.pierce@gpc.edu
Southwest Region	Preeti Singh	preeti.singh@lonestar.edu
West Region	Eric Hutchinson	Eric.Hutchinson@csn.edu
Member At-Large	Robert Cappetta	cappetta@cod.edu
Member At-Large	Jeremy Coffelt	Jeremy.coffelt@blinn.edu
Member At-Large	Vanessa Coffelt	Vanessa.coffelt@blinn.edu

### **Regional Representatives to the PAC Committee**

Mid-Atlantic Region	Christine Mirbaha	cmirbaha@ccbcmd.edu
Midwest Region	Michelle Younker	michelle_younker@owens.edu
Northeast Region	Crystal Wiggins	cwiggins@nwcc.commnet.edu
Southeast Region	Cathey Jordan	cajordan@waketech.edu
Southwest Region	Rachel Bates	Rachel.Bates@redlandsc.edu
Central Region	John Hansen	hansen_j@iowacentral.edu
Northwest Region	Barbra Steinhurst	barbra.steinhurst@pcc.edu
West Region	Alexander Kolesnik	AKolesnik@vcccd.edu
Member At-Large	Jeff Thies	jthies@pima.edu

### **Regional Representatives to RMETYC**

Northeast Region	Claire Wladis	profwladis@gmail.com
Mid-Atlantic Region	Michael Long	MLong@howardcc.edu
Southeast Region	Julie Phelps	jphelps@valenciacollege.edu
Midwest Region	Vilma Mesa	vmesa@umich.com
Central Region	Irene Duranczyk	duran026@umn.edu
Southwest Region	April Ström	april.strom@scottsdalecc.edu



Northwest Region	Ann Sitomer	ann.sitomer@oregonstate.edu
West Region	Steve Zollinger	steve.zollinger@snow.edu
Member At-Large	Megan Breit-Goodwin	Megan.BreitGoodwin@anokaramsey.edu

### **Regional Representatives to the Statistics Committee**

Central Region	Mark Monroe	Mark.Monroe@iavalley.edu
Mid-Atlantic Region	Brooke Orosz	borosz@essex.edu
Midwest Region	Michael Sullivan	sullystats@gmail.com
Northeast Region	Mary Moynihan	mmoyniha@capecod.edu
Northwest Region	Ashley Johnson	ashley.johnson@caspercollege.edu
Southeast Region	Tess Weir	weirt@seminolestate.edu
Southwest Region	Lynette Kenyon	lkenyon@collin.edu
West Region	Stephen Toner	Stephen.Toner@vvc.edu

### **Regional Representatives to the Teacher Preparation Committee**

Central Region	Nan Kuzmak	nkuzmak@gmail.com
Mid-Atlantic Region	Amber Rust	arust1@aacc.edu
Midwest Region	Abigail Baily	abailey@elgin.edu
Northeast Region	Michelle Doucette	doucettm@sunyocc.edu
Northwest Region	Mark Kuhlman	mkuhlman@caspercollege.edu
Southeast Region	Meg Moss	meg.moss@wgu.edu
Southwest Region	Patrick Kimani	patrick.kimani@gccaz.edu
West Region	Mary Beard	mbeard@hawaii.edu
Member At-Large	Kendall Jacobs	kjacobs@caspercollege.edu

- Robert (Bob) Capetta (capetta@cu.edu), Ryan Kasha (rkasha@cvalenciacollege.edu), Margaret (Maggie) Ehrlich (Margaret.Ehrlich@gpc.edu), Ann DeBoever (adeboever@cvcc.edu), Paula Wilhite (pwilhite@ntcc.edu), Joshua Hammond (jhammond@sunyjefferson.edu) to the Delegate Assembly Task Force chaired by Nancy Rivers
- Ernie Danforth (chair), Keven Dockter, Wanda Garner, and Jane Tanner to the Hybrid Conference Ad Hoc Committee
- Darlene Winnington (dwinning@dtcc.edu) as Presider Chair to a three-year term effective 1/1/2017
- Julie Phelps (jphelps@valenciacollege.edu) as the Orlando regional representative on the AMATYC Program Committee beginning at the conclusion of the 2016 conference and ending at the conclusion of the 2019 conference
- The Mathematics Excellence Award winner was announced.
- Potential 2018 Orlando Conference Keynote and Breakfast Speakers were discussed.
- A Personnel Issue was discussed.

## **STAFF**

In addition to those already present, Beverly Vance, Office Director, and Christy Hunsucker, Accounting Director, joined the meeting for the Office Report.

### **The following reports were received and reviewed:**

Executive Director Report  
Office Report

**MOTION:** That the attached revised language, including detailed deadlines, for PPM Section 12.2.1 Publication Policies be approved. ATTACHMENT K

Made by Kozak and seconded by Rivers.

**Motion approved**

### **Discussion: On-demand badge printing at the conference**

The Board supported moving forward with on-demand badge printing at the annual conference.

### **Discussion: PPM in Word**

The Board supported putting the PPM in Word. Wanda Garner, Beverly Vance, and Michelle Duda will establish a process for PPM changes.

### **Discussion: YM access**

Board members are expected to use the YM database in an ethical manner. Jane Tanner will contact AMATYC's legal advisor to check if a signed form regarding use of the YM database is recommended.

### **Discussion: Generic password for Adobe Connect**

Nancy Sattler and Jon Oaks will work with Beverly Vance on getting a generic password for Adobe Connect.

After the Office Report, Beverly Vance and Christy Hunsucker left the meeting.

## **NEW BUSINESS**

**MOTION:** That the following changes be made to the PPM regarding ANet leader participation in reviewing conference program proposals:

### **PPM 8.10.2 Third paragraph**

Academic Committee chairpersons and ANet leaders should also participate in the review process as ex-officio members of the Program Proposal Review Committee. While they may elect to review all the proposals, they are expected to review those proposals that relate to their specific committee or network function.

### **PPM 8.10.7 #4**

Chair the Program Proposal Review Committee consisting of five appointed reviewers, the academic committee chairs, the ANet Leaders, the Assistant Conference Coordinator, 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.

#### PPM 8.10.1 Conference Poster Session #2

2. Poster proposals will be screened by the Assistant Conference Coordinator with assistance provided by
  - A. Committee Chairs and ANet Leaders who may choose to read those related to their area
  - B. Project ACCESS 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

#### PPM 8.10.1 Conference Poster Session #4

4. Selection of posters will be based on the following ranking:
  - A. ACCESS fellows in their second year using a poster to present the results of their required project
  - B. Committee Chair
  - C. ANet Leader
  - D. Others presenting topics from under-represented strands and those not already presenting elsewhere on the program.

#### PPM 9.8 New #7, renumbering the existing 7 – 9 to 8 - 10 in **AMATYC Networks (ANets)**

7. ANet leaders will participate in the conference program proposal review process as ex-officio members of the Program Proposal Review Committee by reviewing proposals that relate to their network function.

Made by Lang and seconded by Fahringer.

**MOTION to amend:** Change “function” to “focus” in the first paragraph and last line

**Motion to amend passed**

#### **Motion now reads:**

**MOTION:** That the following changes be made to the PPM regarding ANet leader participation in reviewing conference program proposals:

#### PPM 8.10.2 Third paragraph

Academic Committee chairpersons and ANet leaders should also participate in the review process as ex-officio members of the Program Proposal Review Committee. While they may elect to review all the proposals, they are expected to review those proposals that relate to their specific committee or network focus.

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7. ANet leaders will participate in the conference program proposal review process as ex-officio members of the Program Proposal Review Committee by reviewing proposals that relate to their network focus.

**Motion approved**

#### **MOTION:**

- That the attached changes to PPM 3.1.1 regarding formula for 2- and 3-year regular membership rates be adopted soon after SBM 2016
- That the attached changes to PPM 6.11.1 be adopted soon after SBM 2016

(ATTACHMENT L)

Made by Ham and seconded by Lang.

**MOTION to amend:** Strike “soon after SBM 2016” in both bullets

Made by Tannor and seconded by Fahringer

**Motion to amend passed**

**Motion now reads:**

- That the attached changes to PPM 3.1.1 regarding formula for 2- and 3-year regular membership rates be adopted
- That the attached changes to PPM 6.11.1 be adopted

**Motion approved**

**MOTION:** That in PPM 6.7.2, the budget line 3360 Other General Office be modified from Expenses of an office nature that are not appropriate for any other account in the general office category. General office expenses incurred by the Vice Presidents are charged to this account (T).

To

Expenses of an office nature that are not appropriate for any other account in the general office category. General office expenses **and door prizes expenses (up to budgeted amount per Vice Presidents) for regional meetings at the AMATYC Annual Conference** incurred by the Vice Presidents are charged to this account (T).

Made by Kozak and seconded by Fahringer.

**Motion defeated**

**MOTION:** That policy 5.1.3 of the PPM be revised by adding a number 12 under Procedures and Timeline as follows:

**5.1.3 Procedures for email Motions**  
*Procedures and Timeline*

No e-mail motions will be entertained between January 1 of even numbered years and the Strategic Planning and Orientation (SPO) meeting of that year.

Made by Danforth and seconded by Lang.

**Motion approved**

Meeting suspended at 12:15 PM.

Meeting resumed at 1:15 PM.

**MOTION:** That policy 15.3 on AMATYC endorsements be changed as follows:

From:

**15.3 Endorsements**

- Ohio State University College Short Course Program - Approval renewed 11/04 to 11/06
- Casio Curriculum Training Institutes - Endorsed Fall 2001 renewable annually. The Board requested that future printings of the Brochure contain the AMATYC logo and mention the *Crossroads* and that an AMATYC representative should be invited to attend a workshop. Contact Mitch Mitchell (jmittchell@casio.com)
- GAISE (Guidelines for Assessment and Instruction in Statistics Education) College Report - endorsed 11/6/2005 (no review required)
- New Mathways Project (NMP) summer institute planned by the Charles A. Dana Center to be held during summer of 2013 - endorsed 4/7/13

To:

### **15.3 Endorsements**

GAISE (Guidelines for Assessment and Instruction in Statistics Education) College Report - endorsed 11/6/2005 (no review required)

Made by Ham and seconded by Danforth.

**Motion approved**

**MOTION:** That name badges be provided by AMATYC to the eight academic committee chairs to wear at the annual conference and other AMATYC functions.

Made by Ham and Danforth.

**MOTION to amend:** add “four ANet leaders” after eight academic committee chairs

Made by Kozak and seconded by Lang.

**Motion to amend passed**

**MOTION to amend:** Add “, affiliate conferences,” before other AMATYC functions”

Made by Rivers and seconded by Kozak.

**Motion withdrawn**

**MOTION to amend:** Replace “and” with a comma in front of other AMATYC functions and add “, and affiliate conferences” at the end.

Made by Lang and seconded by Kozak.

**Motion to amend passed**

**Motion now reads:** That name badges be provided by AMATYC to the eight academic committee chairs and four ANet leaders to wear at the annual conference, other AMATYC functions, and affiliate conferences.

**Motion approved**

The form for determining state and affiliate delegates was discussed and is due to President Jane Tanner and Secretary Michelle Duda by October 15, 2016.

The Board discussed the Ontario Colleges Mathematics Council (OCMC) Affiliate Proposal. President Jane Tanner will investigate the process for starting a new affiliate, explain the process to Wendi Morrison at OCMC, and if they decide to pursue affiliate status, a motion will be brought to the Board for consideration.

**MOTION:** That the following name be placed on record as a member of the National Advisory Council for the Beyond Crossroads Revision Project: Mark Green (TPSE Math).

Made by Kozak and seconded by Oaks.

**Motion approved**

**MOTION:** That institutional member dues be set at \$508, effective July 1, 2017 through June 30, 2018. (PPM 3.2.1)

Made by Tannor and seconded by Fahringer.

**Motion approved**

The Board discussed the BIG Math Network information submitted by Rachel Levy from Harvey Mudd College. The Board did not support giving the BIG Math network a list with AMATYC member information without member permission.

The Board discussed John Pazdar's NSF Grant Proposal "An AMATYC Affiliate Student Research League Plan for Mathematics Development using Experiential Learning." Mark Harbison as liaison will communicate to John Pazdar, Grant Coordinator, the Board did not support pursuing this grant proposal and that John should not have further contact with Walt Disney World regarding a WDW – AMATYC grant collaboration.

**MOTION:** To create a new membership discount promotional code for board members to use when attending conferences and other meetings through December 31, 2017. The promotional code would be good for a 50% reduction in individual membership for new members or members whose membership has lapsed for over two years.

Made by Rivers and seconded by Tannor.

**Motion to amend:** Add "one-year"

Made by Kozak and seconded by Danforth.

**Motion to amend withdrawn**

**MOTION to amend:** Strike "individual" and replace with "a regular individual one-year"

Made by Danforth and seconded by Lang.

**Motion to amend approved**

**Motion now reads:** To create a new membership discount promotional code for board members to use when attending conferences and other meetings through December 31, 2017. The promotional code would be good for a 50% reduction in a regular individual one-year membership for new members or members whose membership has lapsed for over two years.

**Motion approved**

**MOTION:** To accept the changes to 11.5.2

## **11.5.2 AMATYC Project ACCESS Team Members**

### *Appointment Process*

The AMATYC Project ACCESS Coordinator is recommended by the President and appointed by the Executive Board. This position reports to the Board liaison.

### *Term of Office*

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.

### *Program Assistant:*

- Work with the APA coordinator to determine the program and presenters for the APA portion of the AMATYC annual conference.
- ~~May include contacting speakers directly and/or finding speakers through various contacts.~~
- Will recruit speakers.

***Group/Individual Project Assistant(s) – two positions:***

- Work with the APA coordinator to manage the projects the Fellows work on between the two AMATYC conferences.
- Archive current and past project information.
- Keep Fellows informed of due dates and requirements of projects.
- Provide assistance with Fellows if there are problems or issues concerning their project.
- Help to find contacts or mentors if Fellows request assistance.

***Networking Assistant:***

- ~~Work with the APA coordinator to encourage Fellows to attend other professional conferences in addition to the AMATYC conference.~~
- ~~Provide Fellows with the necessary information about AMATYC affiliate, MAA, NCTM, and other regional conferences.~~
- ~~Make sure that the AMATYC affiliates are aware of the Fellows attendance and encourage specific activities/events to engage the Fellows with their colleagues.~~

***Listserv Assistant:***

- Work with the APA coordinator to manage a listserv.
- Recruit Consulting Colleagues to participate in the listserv.
- Provide prompts (monthly?) for discussion amongst the Fellows and the Consulting Colleagues.

***Website Assistant:***

- ~~Work with the APA coordinator and AMATYC to keep the website up to date.~~
- ~~Determine any additions that could be incorporated.~~

***Fellow Selection Committee:***

- Two members will work with the APA coordinator and Board liaison to select the Fellows for the new Cohort.
- Applications will be mailed to the members and then discussions will take place via mail and/or email for the selection.

***Fundraising Committee: <SBM 2008>***

- ~~Two or more AMATYC members will work with the APA coordinator and Board liaison to research funding opportunities for APA, write grants as needed, and secure external funding for the project.~~



- ~~• The members of the Fundraising Committee will work with the Conference Coordinator, Foundation Chair, and Grants Coordinator so the same advertisers, contributors, or funding agencies are not contacted by multiple AMATYC persons.~~
- ~~• Money donated to AMATYC Project ACCESS is payable to the AMATYC Foundation to be distributed as directed by the donor.~~

Made by Fahringer and seconded by Kozak.

**Motion withdrawn**

**MOTION:** To update PPM 11.5.3

### 11.5.3 Project ACCESS Fellow Selection

The selection team will select up to 24 Project ACCESS 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 ACCESS 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~~ July 15 of the current year. Unsuccessful applicants will be encouraged to apply again providing they are still eligible for Project ACCESS. All unsuccessful applicants will receive a complimentary one-year one-time only membership to AMATYC.

Made by Kozak and second by Lang.

**Motion approved**

**Note:** The additional sentence “All unsuccessful applicants will receive a complimentary one-year one-time only membership to AMATYC.” was approved earlier in the meeting (April 2, page 10-11). The date was updated in this motion to July 15.

**PPM 11.5.3 will now read:**

### 11.5.3 Project ACCESS Fellow Selection

The selection team will select up to 24 Project ACCESS 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 ACCESS 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 July 15 of the current year. Unsuccessful applicants will be encouraged to apply again providing they are still eligible for Project ACCESS. All unsuccessful applicants will receive a complimentary one-year one-time only membership to AMATYC.

**MOTION:** That MAA members be granted early registration for AMATYC's Common Vision 2025 webinar on Tuesday, June 14, at 1 PM EDT.

Made by Oaks and seconded by Lang.

**Motion approved**

**MOTION:** That a Task Force on Virtual Themed Sessions be created to investigate a proposal submitted by Amber Rust (see attached). This task force is charged with investigating the feasibility and the possible implementation of Virtual Themed Sessions. This task force will report to the Professional Development Committee. (ATTACHMENT M)

**Returned for further study**

After New Business was completed, Keven Dockter left the meeting.

**STRATEGIC PLANNING**

Jim Ham, President-Elect, led the Board in a Strategic Planning Update (2012-2017).

**PARKING LOT**

**Discussion: Webinar on the AMATYC Website**

The Board suggested topics for George Hurlburt to cover during the webinar. Jon Oaks and Ernie Danforth will represent the Board.

**Discussion: First-timer Reception**

The Board supported Keven Dockter writing a motion for the summer conference call on reviving the first-timer reception.

**Discussion: Membership Recognition Pins**

The Board discussed giving pins to lifetime members or members who have reached a certain number of years of membership in AMATYC. No conclusion was reached. The Membership Committee will discuss this further and make recommendations.

**Established Ad Hoc Committee on Speaker Selection**

Charge: To create an improved process for identifying and selecting the keynote speakers for the annual conference.

Chair: Jim Ham

Members: Jane Tanner, Nancy Sattler, Wanda Garner, Keven Dockter

**Established Ad Hoc Committee on PPM 8.12.3 Registration Fee**

Charge: Review and revise PPM 8.12.3 on Registration Fees

Chair: David Tannor

Members: Ernie Danforth, Keven Dockter, Wanda Garner, Jim Ham

**Established Ad Hoc Regional Conference Committee**

Charge: Review and revise policy language in the PPM for regional meetings (sponsored by an affiliate)

Chair: Kate Kozak

Members: Ernie Danforth, Nicole Lang

**Discussion: Mu Alpha Theta Winners**

Jane Tanner will contact Paige Feibelman Perry to draft and send letters to the winners.

Meeting adjourned at 4:00 PM.

The Membership Committee met 4:00 – 4:30 PM.

Michelle L. Duda, Secretary 2016-2017

Date: 5/7/2016

Jane Tanner, President 2016-2017

Date: 5/7/2016

**ATTACHMENTS**

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**ATTACHMENT A****REFERENCE MATERIALS****AMATYC Mission Statement**

The American Mathematical Association of Two-Year Colleges (AMATYC) mission is to promote and increase awareness of the role of two-year colleges in mathematics education, and to:

- 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 in their quantitative literacy;
- Lead the development and implementation of curricular, pedagogical, technological, and assessment standards for two-year college mathematics education;
- Offer multiple opportunities for the preparation and continuing professional development of a competent and diverse mathematics faculty skilled in a variety of teaching modalities addressing different learning styles;
- Provide a forum that facilitates professional networking, communication, policy determination, and action among individuals, affiliates, and other professional organizations; and
- Communicate the perspectives of two-year college mathematics education to public, business, and professional sectors.

*Adopted by the Board on April 12, 2010.*

**AMATYC's Vision: Opening Doors Through Mathematics****AMATYC's Core Values**

(Alphabetical Order)

Approved May 2006

**Core Values** represent core priorities, traits, or qualities in the organization's culture that are considered worthwhile. They are timeless and unchanging.

<b>Core Value:</b>	<b>Operational Definition:</b>
Academic Excellence	Presenting a quality educational experience in mathematics that is responsive to the needs of all students while recognizing student achievement in mathematics as an essential life goal.
Access	Acknowledging the right of all students to experience learning mathematics in ways that maximize their individual potential.
Collegiality	Providing opportunities for networking and encouraging mutual respect for other mathematics professionals for the betterment of the mathematics teaching profession.
Innovation	Creating, developing, implementing, and redefining successful instructional strategies, curricula in mathematics, and classroom practices based on the research of how students best learn mathematics and how faculty best teach mathematics.
Integrity	Safeguarding the qualities of honesty, sincerity, trustworthiness, global consciousness, and a code of sound moral professional principles.
Professional Development	Building expertise and exhibiting leadership in the teaching and learning of mathematics, enhancing personal growth, and improving teaching methods and effectiveness as a personally initiated life-long responsibility.
Teaching Excellence	Designing and implementing a dynamic mathematics curriculum, promoting the use of innovative and effective teaching strategies, assessing student learning outcomes in mathematics with appropriate methods, and creating a successful learning environment for all students.



2012-2017 AMATYC Strategic Plan (Adopted SBM 2011)  
*Opening Doors Through Mathematics*

Priority I – Provide professional development opportunities to all two-year college faculty.

- 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.

Priority II – Promote research on student learning in two-year colleges.

- 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.

Priority III – Promote the review and improvement of two-year college mathematics curricula.

- A. Support and promote the development and assessment of high quality mathematics education for all students.
- B. Maintain a leading role in structuring a strong developmental mathematics experience for all students.
- C. Promote the consensus on the essential mathematics that students need in order to succeed in their chosen academic or career fields.
- D. Increase participation in Science, Technology, Engineering, and Mathematics (STEM) courses and programs through contacts with industry.
- E. Support the appropriate use of emerging technologies to promote an understanding of mathematics and its applications.
- F. Support continuous improvement of online/distance learning and continuous improvement of online delivered courses.

Priority IV – Build and promote communities of educators in lower division collegiate mathematics across departments and institutions.

- A. Strengthen and expand the relationship between AMATYC and its affiliate organizations.
- B. Encourage membership among individuals interested or involved in mathematics instruction in the first two years of college.
- 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.
- D. Expand the relationship among instructors at two-year colleges and other faculty Pre-K–20.

Priority V – Communicate the vision, core values, mission, and goals of AMATYC and promote awareness of the organization.

- 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.
- B. Promote an understanding of the mission of two-year colleges and their mathematics programs.
- C. Be a strong voice for two-year college mathematics education.
- D. Develop and maintain relevant standards for two-year college mathematics education.

- E. Expand relationships with other organizations interested in the goals and objectives of AMATYC and interested in promoting quality mathematics education.
- F. Encourage the involvement of two-year college educators in state and national, Pre-K–20 initiatives.
- G. Work to increase state and national funding for two-year college mathematics education.



## ACRONYMS

<b>AACC</b>	American Association of Community Colleges
<b>ACCESS</b>	Advancing Community College Careers: Education, Scholarship, Service, a professional development program offered by AMATYC and MAA for beginning two-year college mathematics faculty, funded for 2003-2006 by the ExxonMobil Foundation (Cohorts 1, 2, 3)
<b>APA</b>	AMATYC Project ACCESS: Advancing Community College Careers: Education, Scholarship, Service, a professional development program offered by AMATYC beginning with Cohort 4 in 2007.
<b>AMS</b>	American Mathematical Society, who along with MAA and SIAM host the Joint Mathematics Meetings each January
<b>AMTE</b>	Association of Mathematics Teacher Educators
<b>ARG</b>	Association Review Group. NCTM successfully used an ARG process to conduct a formal review of the Standards 2000 drafts.
<b>ASA</b>	American Statistical Association
<b>ASL</b>	Association for Symbolic Logic
<b>ASSM</b>	Association of State Supervisors of Mathematics
<b>AWM</b>	Association for Women in Mathematics
<b>BBA</b>	Benjamin Banneker Association. “Dedicated to mathematics education advocacy, establishing a presence for leadership, and professional development to support teachers in leveling the playing field for mathematics learning of the highest quality for African-American students.”
<b>BMS</b>	Board of the Mathematical Sciences, a Board of the National Research Council.
<b>CAMC</b>	Committee on the American Mathematics Competitions. CAMC develops and sponsors the exams which lead to the identification of the USAMO team.
<b>CAP</b>	MAA Committee on Articulation and Placement
<b>CBMS</b>	Conference Board of the Mathematical Sciences. Made up of representatives (usually the presidents) of about 17 mathematics/ mathematics education organizations. AMATYC is a member. Ron Rosier is the Executive Director. CBMS meets twice a year, in early May and early December.
<b>CCSSM</b>	Common Core State Standards for Mathematics
<b>CoWIM</b>	Committee on Women in Mathematics, an AMS Committee
<b>CRAFTY</b>	Curriculum Renewal Across the First Two Years Committee, an MAA Subcommittee of the MAA Committee on the Undergraduate Program in Mathematics (CUPM).
<b>CSSP</b>	Council of Scientific Society Presidents
<b>CTYC</b>	Committee on Two-Year Colleges, an MAA Committee. The AMATYC President is an ex officio member.
<b>CUPM</b>	Committee on the Undergraduate Program in Mathematics, an MAA Committee.
<b>FBM</b>	AMATYC's Fall Board Meeting
<b>GAISE</b>	Guidelines for Assessment and Instruction in Statistics Education
<b>ICME</b>	International Congress on Mathematical Education. Held every four years. (Seoul, Korea 2012)
<b>IMS</b>	Institute of Mathematical Statistics
<b>INFORMS</b>	Institute for Operations Research and the Management Sciences
<b>JCW</b>	Joint Committee on Women in Mathematical Sciences
<b>JMM</b>	Meetings hosted each January by AMS, MAA, and SIAM.
<b>JPBM</b>	Joint Policy Board for Mathematics. A coalition of AMS, MAA, and SIAM.

<b>MAA</b>	Mathematical Association of America. Executive Director is Michael Pearson.
<b>MAC^3</b>	Mathematics Across the Community College Curriculum was an NSF grant to AMATYC.
<b>MathFest</b>	MAA's Summer Meeting
<b>MET</b>	The Mathematics Education of Teachers document, written for college mathematics departments outlining the mathematics that K-12 teachers ought to know.
<b>PMET</b>	Preparing Mathematicians to Educate Teachers Project, a CBMS Project, offering workshops to college and university faculty.
<b>MSEB</b>	Mathematical Sciences Education Board, a Board of the National Research Council. Established in 1985 to provide continuing national overview and assessment capability for mathematics education and is concerned with excellence in mathematical sciences education for all students at all levels. Nancy Sattler serves on MSEB at this time,
<b>NACCTEP</b>	National Association of Community College Teacher Education Programs.
<b>NADE</b>	National Association of Developmental Education
<b>NAS</b>	National Academy of Sciences
<b>NASSMC</b>	National Alliance of State Science and Mathematics Coalitions
<b>NCTM</b>	National Council of Teachers of Mathematics. Bob Doucette is the Executive Director.
<b>NCSM</b>	National Council of Supervisors of Mathematics.
<b>NRC</b>	National Research Council, organized by the NAS in 1916. NRC is the umbrella organization of the NAS, the National Academy of Engineering (NAE), and the Institute of Medicine (IOM).
<b>NSF</b>	National Science Foundation. Provides government funding for scientific endeavors.
<b>PAEMT</b>	Presidential Award for Excellence in Mathematics Teaching
<b>PPM</b>	AMATYC's Policy and Procedures Manual
<b>RUME</b>	Research in Undergraduate Mathematics Education, a special interest group of the MAA.
<b>SBM</b>	AMATYC's Spring Board Meeting
<b>SIAM</b>	Society of Industrial and Applied Mathematics. One of the three sponsors of the Joint Mathematics Meetings held each January.
<b>SOA</b>	Society of Actuaries
<b>SPO</b>	AMATYC's Strategic Planning and Orientation meeting
<b>SUMMA</b>	Strengthening Underrepresented Minority Mathematics Achievement (SUMMA) Program of the MAA was established in 1990 to increase the representation of minorities in the fields of mathematics, science and engineering and improve the education of minorities.
<b>TODOS</b>	TODOS: Mathematics for all – advocate for equity and high quality mathematics education for all
<b>TPSE Math</b>	Transforming Post-Secondary Education in Mathematics
<b>Triangle Coalition</b>	A Washington DC-based nonprofit organization comprised of more than 100 member organizations with representation from business, education, and scientific and engineering societies. The coalition's mission is to bring together the voices of business, government, and education to improve the quality and outcome of STEM education.
<b>USAMO</b>	USA Mathematical Olympiad. Through a series of competitions taken by thousands, a team of 8 is identified for participating in the IMO. The team is honored at a special event in Washington each June.

<b>USNCMI</b>	United States National Committee on Mathematics Instruction
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## Liaison and Committee Assignments -- 2016-2017

Assignment	Chair/Coordinator/Director	Board Member
Affiliate Presidents		Jim Ham
AMATYC Executive Director	Wanda Garner	Jane Tanner
AMATYC Legal Advisor	Peter Georgakis	Jane Tanner
<i>AMATYC News</i>	Diane Koenig	Kate Kozak
AMATYC Project ACCESS	Laura Watkins	Dan Fahringer
Editing Director	Wendi Morrison	Ernie Danforth
Grants Director	John Pazdar	Mark Harbison
Historian	Russell Simmons	Mark Harbison
<i>MathAMATYC Educator</i>	George Alexander – Editor Johanna Debrecht – Production Mgr.	Liz Hylton/David Tannor
Website Coordinator	George Hurlburt	Jim Ham
Mu Alpha Theta	Paige Feibelman	Liz Hylton
Professional Development Coordinator/ Asst. Professional Dev. Coord.	Julie Gunkelman Lisa Feinman	Jon Oaks
Student Mathematics League	Steve Hundert TJ (Thomas) Duda	Dan Fahringer
Vice-Presidents (Senior VP)		Nicole Lang
<b>Academic Committees</b>		
Developmental Mathematics	Paula Wilhite	Nancy Sattler
Innovative Teaching and Learning	Dan Petrak	Nancy Rivers
Mathematics Intensive/College Mathematics	Scott Peterson	Jim Ham
Placement & Assessment	Behnaz Rouhani	Liz Hylton
Research in Mathematics Education in TYC	John Smith	Nicole Lang
Statistics	Julie Hanson	Kate Kozak
Teacher Prep	Andy Jones	Michelle Duda
Mathematics and its Applications for Careers	Stefan Baratto	Ernie Danforth
<b>ANets</b>		
Division/Department Leadership	Christine Mirbaha	Nancy Rivers
Adjunct Faculty Issues	Judy King	Michelle Duda
International Mathematics	Steve Krevisky	Nancy Sattler
Mathematics for Liberal Arts	Fary Sami	Liz Hylton

## **Administrative Committees -- SBM 2016**

### **Expenditure Approval Committee (EAC)**

Charge: Approve over-budget line item expenses between board meetings; PPM, Section 5.9.2

Chair: Tannor

Members: Ham, Sattler, Tanner, Tannor

### **Finance Committee**

Charge: Oversee the budget development and serve in an advisory capacity to the Treasurer and Executive Board; PPM, Section 5.9.2

Chair: Tannor

Members: Danforth, Dockter, Garner, Ham, Kozak, Tanner

### **Foundation Board**

Charge: Raise and disperse funds to support the mission of AMATYC; PPM, Section 14.1

Chair: Sattler

Members: Black, Garner, Harbison, McKeague, Peskoff, Steenken, Tanner, Tannor

### **Investments Board**

Charge: Provide 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; PPM, Section 6.12

Chair: Steenken

Members: Gräb, Mahler, Ham, Tannor

### **Institutional Research Board (IRB)**

Charge: Review to assure appropriate steps are taken to protect the rights and welfare of humans participating as subjects in research studies associated with grants received by AMATYC; PPM, Section 16.3

Chair: Tannor

Members: Garner, Ham, Smith, Tanner

### **Mathematics Excellence Committee**

Charge: Determine the recipients of the ME award; PPM, Section 4.3.2

Chair: Sattler

Members: Atkinson, Brannan, Calandrino, Chidambaram, Harris, Hohensee, Petitfils, Yakutova-Lorentz

### **Membership Committee**

Charge: Develop and implement strategies to solicit new members and retain existing members; PPM, Section 5.9.3

Chair: Rivers and Oaks (co-chairs)

Members: Danforth, Fahringer, Garner, Harbison, Hylton, Kozak, Lang, Tannor, Vance

### **Nominating Committee**

Charge: Establish election procedures and, consistent with policy and Executive Board direction, recommend a slate of nominees for Executive Board approval; PPM, 4.3.3

Chair: Sattler

Members: (Northeast), (Mid-Atlantic), (Southeast), (Midwest), (Central), (Southwest), (Northwest), (West), (At-Large), (At-Large), (At-Large)

**Organizational Assessment Committee**

Charge: Coordinate the planning and implementation of assessment of AMATYC programs and activities; PPM, Section 5.9.5

Chair: Ham

Members: Kozak, Leitherer, Tannor, Yuen

**Personnel Committee**

Charge: PPM, Section 5.9.1

Chair: Danforth

Members: Garner (nv), Ham, Sattler, Tanner, Tannor

**Professional Development Committee**

Charge: PPM, Section 5.9.4

Chair: Oaks

Members: Dockter, Fahringer, Feinmen, Gunkleman, Harbison, Rivers, Sattler, Tanner

**Strategic Planning Committee**

Charge: Develop and publish the AMATYC Strategic Plan; PPM, Section 15.6

Chair: Ham

Members: Hylton, Lang, Sattler, Tanner

**Teaching Excellence Committee**

Charge: Determine the recipients of the TE award; PPM, Section 4.3.1

Chair: Ham

Members: Atkinson, Beard, Benner, K. Danforth, Fleming, Johanson, McCombs, Monterisi, Williams

**Ad Hoc Committees****AMATYC Sponsored Workshops**

Charge: Review the PPM to consider the appropriateness of workshops and curriculum not sponsored by a particular committee being sponsored by AMATYC.

Chair: Sattler

Members: Danforth, Harbison

**Awarding AMATYC Sponsored Traveling Workshops**

Charge: Determine the application process and method for choosing which applications will get funding for the traveling workshop "scholarships" to be awarded to affiliates or institutional members, one in each region, as budgeted during FBM 2015.

Chair: Lang

Members: Hylton, Oaks

**Hybrid Conference**

Charge: Determine the possibility of providing live and/or delayed access to a portion of annual AMATYC conference on-line to non-attendees throughout the nation and the world.

Chair: Danforth

Members: Dockter, Garner, Tanner

**Professional Networking Committee**

Charge: Provide management on recommendations related to AMATYC's presence on social media.

Chair: Lang

Members: Ham, Hurlburt, Oaks, Kozak, Sattler, Tanner

**SPO Site Selection**

Charge: Investigate alternative locations outside of Memphis for the SPO site.

Chair: Fahringer

Members: Hylton, Kozak

**Other Committees****Tax Review and Audit Committee**

Charge: Review AMATYC's year-end financials; review IRS form 990 prior to its filing on May 15<sup>th</sup>; review the Conflict of Interest Policy/completed forms; answer questions and consider recommendations from the auditor.

Chair: Tannor

Members: Garner (nv), Ham, Hunsucker (nv), Sattler, Tanner

**Steering Committee for the Beyond Crossroads Revision Project**

Project Co-Chairs: Mary Beth Orrange and Nancy Sattler

Preface: Chapter Co-Leaders: Rikki Blair and Susan Woods

Chapter 1: Chapter Co-Leaders: Rob Farinelli and Kate Kozak

Chapter 2: Chapter Co-Leaders Vilma Mesa and Linda Zientek

Chapter 3: Chapter Co-Leaders: Karen Gaines and Michelle Younker

Chapter 4: Chapter Co-Leaders Rob Kimball and Julie Phelps

Chapter 5: Chapter Co-Leaders Judy Ackerman and Ted Coe

Research Team: Co-Leaders April Strom and John Smith

Technology Team: Co-Leaders Evan Evans and Dave Graser

**Eligibility to Participate in SML**

Charge: Review the eligibility of a number of 2-year colleges participating in the SML and now changing to 4-year colleges and determine whether these colleges can continue to participate.

Chair: Hundert

Members: Fahringer, Sattler, Tanner

**Task Forces****Awards and Recognition Task Force**

Charge: Review current awards and make recommendations for future AMATYC awards and recognitions.

Chair: Rivers

Members: Cleaves, Hobbs, and other members TBA

**Delegate Assembly**

Charge: Review current makeup of the AMATYC Delegate Assembly and make recommendations for possible changes to this makeup. Expansion of the previous work by the Ad Hoc Committee on Makeup of Delegate Assembly.

Chair: Rivers

Members: Fahringer, Lang

**Guidelines for Project ACCCESS**

Charge: Create guidelines and determine policy for an advisory board. Write policy as needed.

Chair: Fahringer

Members: Agocs, Eby, Gaines, Hylton, Kozak, Roznowski

**Pre-conference Workshops**

Charge: Review the policy language on pre-conference institutes in the PPM (8.13.8) and make recommendations for possible changes to this policy language.

Chair: Danforth

Members: Lang, Dockter, Garner

**Review Position Statement on Equal Opportunity in Mathematics**

Charge: Review the current position statement and make recommendations for potential changes to this position statement.

Chair: Oaks

Members: Gant, Hylton, Mays, Pemberton, Tannor, Yoshiwara



## CONFLICT OF INTEREST AGREEMENT

AMATYC has adopted its conflict of interest policy to assist the Executive Board in carrying out its duties and responsibilities in an ethical manner while also protecting the integrity of the organization as a whole.

The Conflict of Interest Policy and Agreement covers interests of a monetary or economic nature and religious, political, corporate or institutional interests which may influence an elected or appointed person's duties and responsibilities in an AMATYC position. The Policy covers instances where there may be a personal benefit or the avoidance of loss or any instances in which there is a personal benefit resulting from information obtained.

As an elected or appointed leader or staff member of AMATYC, I understand that a conflict of interest is any situation in which a personal interest of mine may be incompatible or in conflict with my responsibility in my AMATYC position or my membership in another organization may, or may be perceived, to influence me carrying out my duties and responsibilities.

I accept that conflicts of interest may be real – that is, an interest that may influence my AMATYC duties and responsibilities; or potential, in that it could influence; or apparent, where there are reasonable grounds to believe there may be a conflict even if, in fact, there is none.

To avoid real, potential or apparent conflict of interest situations, I agree that I will:

- declare a conflict of interest and the nature of the conflict, at the earliest opportunity to the AMATYC Executive Board or President
- ensure the conflict is recorded
- if unsure whether there is a conflict, raise the potential or apparent conflict with the President and Executive Board for its decision and refrain from voting

Where a conflict does exist, I agree to:

- withdraw from the discussion while the matter is being discussed and/or voted upon
- not attempt in any way before, during or after the meeting to influence the voting
- not discuss anything in relation to any decision taken on the matter outside of the meeting

As an AMATYC leader or staff member, I understand and accept that if I violate the above Policy in any way that the Executive Board may exercise one of the following options:

- issue me a verbal or written reprimand
- request that I resign
- recommend to the President that my appointment be rescinded

I \_\_\_\_\_ hereby agree to abide by the AMATYC Conflict of Interest Policy

(AMATYC Leader/Staff Printed Name)

at all times in exercising my responsibilities as an AMATYC leader or staff member.

Signature of AMATYC Leader or Staff  
Member \_\_\_\_\_

Date \_\_\_\_\_

### **Disclosure of Current activities AMATYC Conflict of Interest**

Please provide the information requested below regarding **relevant** organizational/business affiliations, grant involvement, publications, and additional information (if any). Information is "relevant" if it is related to -- and might reasonably be of interest to others concerning -- your knowledge, experience, and personal perspectives regarding the AMATYC position and any potential source of bias or conflict..

I. ORGANIZATIONAL AFFILIATIONS. Report your relevant business relationships (as an employee, owner, officer, director, consultant, author etc.) and your relevant remunerated or volunteer non-business relationships (e.g., professional organizations, trade associations, public interest or civic groups, etc.).

III. GRANT SUPPORT. Report relevant information regarding both public and private sources of grant support (other than your present employer), including sources of funding, equipment, facilities, etc.

IV. PUBLICATIONS. List any professional publications or other publications related to the teaching mathematics.

V. ADDITIONAL INFORMATION. If there are relevant aspects of your background or present circumstances not addressed above that might reasonably be construed by others as affecting your judgment in matters related to your AMATYC position for which you have been invited to serve, and therefore might constitute an actual or potential source of bias, please describe them briefly.

Name of AMATYC Leader or Staff Member (please print)

\_\_\_\_\_

Signature of AMATYC Leader or Staff  
Member \_\_\_\_\_

Date \_\_\_\_\_

Please complete and submit to AMATYC's Executive Director.

**Policy on a Welcoming Environment**

It is the policy of the American Mathematical Association of Two Year Colleges (AMATYC) that all participants in AMATYC activities will enjoy a welcoming environment free from all forms of discrimination, harassment, and retaliation. As a professional society, AMATYC is committed to providing an atmosphere that encourages the free expression and exchange of ideas. In pursuit of that ideal, AMATYC is dedicated to the philosophy of equality of opportunity and treatment for all members, regardless of gender, gender identity or expression, race, color, national or ethnic origin, religion or religious belief, age, marital status, sexual orientation, disabilities, veteran status, or any other reason not related to scientific merit. Harassment, sexual or otherwise, is a form of misconduct that undermines the integrity of AMATYC meetings.

This policy applies to all attendees at AMATYC activities, including mathematicians, students, guests, staff, contractors and exhibitors, participants in scientific sessions, tours, and social events of any AMATYC meeting or other activity. All individuals participating in AMATYC activities are asked to agree to behavior consistent with these standards. Violations of this policy should be reported to the President of AMATYC. Individuals violating these standards may be asked to leave the activity without refund of registration fees and may have their behavior reported to their employer. Repeat offenders may be banned from future AMATYC activities. Retaliation against individuals who file a complaint will not be tolerated and will be treated in a manner similar to harassment.

**Definition of Sexual Harassment**

Sexual harassment is a form of sex discrimination. The legal definition of sexual harassment is “unwelcome verbal, visual, or physical conduct of a sexual nature that is severe or pervasive and affects working conditions or creates a hostile work environment.” Behavior and language that are welcome/ acceptable to one person may be unwelcome/offensive to another. Consequently, individuals must use discretion to ensure that their words and actions communicate respect for others. This is especially important for those in positions of authority since individuals with lower rank or status may be reluctant to express their objections or discomfort regarding unwelcome behavior.

Sexual harassment does not refer to occasional compliments of a socially acceptable nature. It refers to behavior that is not welcome, is personally offensive, debilitates morale, and therefore, interferes with work effectiveness. The following are examples of behavior that, when unwelcome, may constitute sexual harassment: sexual advances, or propositions; verbal comments or physical actions of a sexual nature; sexually degrading words used to describe an individual; a display of sexually suggestive objects or pictures; sexually explicit jokes; unnecessary touching.

**Definition of Other Harassment**

Harassment on the basis of any other protected characteristic is also strictly prohibited. This conduct includes, but is not limited to: epithets, slurs or negative stereotyping; threatening, intimidating or hostile acts; denigrating jokes and display or circulation of written or graphic material that denigrates or shows hostility or aversion toward an individual or group.

[Proposed policy and definitions of harassment adapted from those given in the anti-harassment policy of the American Astronomical Society, [aas.org](http://aas.org).]

Adopted April, 2013

### **AMATYC Executive Board Sunshine Fund**

At the Spring 2005 board meeting, the following guidelines were developed for the Sunshine Fund.

1. The Sunshine Fund will be maintained by the Secretary.
2. Money will be collected from Board members, the Conference Coordinator, and Executive Director of Office Operations. Whenever contributions are solicited, a copy of these guidelines will be made available.
3. The money shall be used in the event of the hospitalization of an Executive Board member or AMATYC staff member, or of the death of an immediate family member of an Executive Board member or AMATYC staff member. Immediate family is defined to be spouse, children, and parents.
4. In the cases specified in item 3, the President shall determine whether to send a plant, flowers, or a donation.
5. For other sympathy situations, the Secretary will send a card from the AMATYC board.
6. The Secretary will send an email to all fund contributors whenever a disbursement has been made from the Sunshine Fund.
7. The Secretary will maintain a ledger of the Sunshine Fund, along with all applicable receipts.

Original paragraph (for comparison):

Maintain a Sunshine Fund with money collected from Board members. The money shall be used in the event of the hospitalization of an Executive Board member or AMATYC staff member, or of the death of an immediate family member of an Executive Board member or AMATYC staff. Immediate family is defined to be spouse, children, and parents. In these cases, the President shall determine whether to send a plant, flowers, or a donation. For other sympathy situations, the Secretary will send a card from the AMATYC board.

### **Sunshine Fund Report**

**Submitted by Michelle Duda, Secretary**

**Balance at FBM 2015: \$369.93**

#### **Activities since FBM 2015:**

- Flowers for David Tannor, baby
- Plant for Wanda Garner, father
- Cards for Kate Kozak (father-in-law), Nancy Rivers (father-in-law), Bill Steenken (surgery), Abby McBride (Hawkes representative)

**Balance as of 2/25/2016: \$237.02**

**ATTACHMENT B**

**Email motion report for SBM 2016. Motions 1, 3, and 4 passed; 2 was withdrawn.**

Submitted by Michelle Duda, AMATYC Board Secretary 2016-17

1/12/16	Student Works Grant	<b>Motion #1:</b> That AMATYC provide level 1 support for the AMATYC Digital Classroom Model Project proposal.
1/30/16	Minutes	<b>Motion #2:</b> That the 2016 SPO Board Meeting minutes be approved as submitted. WITHDRAWN
2/09/16	Minutes	<b>Motion #3:</b> That the 2016 SPO Board Meeting minutes be approved as submitted.
2/18/16	Pre-Conference Workshop	<b>Motion #4:</b> That the AMATYC Board approve a pre-conference workshop on statistics led by Allan Rossman and his colleagues on Wednesday prior to the AMATYC Annual Conference in Denver.

## ATTACHMENT C

Affiliate Visits 2016-2017				
Affiliate	2016 Meeting Dates	Who Visited or Plans to Visit?	2017 Meeting Dates	Who Visited or Plans to Visit?
<b>MATYCONN</b>	April 15	Ernie Danforth		
<b>NEMATYC</b>	April 29-30	Ernie Danforth		
<b>NYSMATYC</b>	April 8-10	Ernie Danforth	April 7-9	Ernie Danforth
<b>OCMA</b>	May 25-27	David Tannor		
<b>DelMATYC</b>	May 11	Dan Fahringer		
<b>MMATYC</b>	May 24	Dan Fahringer		
<b>MATYCNJ</b>	April 9 Oct ?	- Dan Fahringer		
<b>PSMATYC</b>	April 9	-		
<b>VMATYC</b>	Feb 19 & 20	Dan Fahringer		
<b>WVMATYC</b>	April 9	Dan Fahringer		
<b>AlaMATYC</b>	March 4	Conflicts with Nancy's work schedule		Nancy Rivers
<b>FTYCMA</b>	February 26-27	Nancy Rivers		
<b>GMATYC</b>	February 19	Nancy Rivers		
<b>La-MsMATYC</b>	September 24	Nancy Rivers		
<b>NCMATYC</b>	March 10-11	Nancy Rivers		Nancy Rivers
<b>SOCAMATYC</b>	March 11	Conflicts with NCMATYC		Nancy Rivers
<b>TMATYC</b>	April 1-2	Too close to SBM		Nancy Rivers
<b>IMACC</b>	March 31-April 2	Conflict with SBM		
<b>INMATYC</b>	April 1-2 October 7	Jon Oaks in October		
<b>KYMATYC</b>	February 26-27	Jon Oaks		
<b>MichMATYC</b>	October 14-15	Jon Oaks		
<b>OhioMATYC</b>	April 1-2	Conflict with SBM		
<b>WisMATYC</b>	September 24	Jon Oaks		
<b>ColoMATYC</b>	March 11	Nicole Lang	March	
<b>IMATYC</b>	October	-	October	Nicole?
<b>KAMATYC</b>	March 5	Jim Ham	March	
<b>MinnMATYC</b>	April 29-30	Nicole Lang	April	
<b>MOMATYC</b>	April 7-9	-	April	Nicole?
<b>NEBMATYC</b>	April 8	Nicole Lang	April	
<b>NDMATYC</b>	October	Nicole??	October	
<b>ArizMATYC</b>	April 8-9	Kate Kozak		
<b>ARKMATYC</b>				
<b>NMMATYC</b>	May 20-21	Kate Kozak		
<b>OKMATYC</b>				
<b>TexMATYC</b>	February 25-27	Kate Kozak		
<b>AKMATYC</b>	--	--		
<b>ORMATYC</b>	April 21 - 23	Liz Hylton	April	Liz Hylton
<b>WAMATYC</b>	April 21 - 23	Liz Hylton	April/May	Liz Hylton
<b>WYMATYC</b>	April 15 - 16	--		
<b>CMC<sup>3</sup></b>	April 22-23 December 9-10	Mark H. (both)	December 8-9	
<b>CMC<sup>3</sup> South</b>	March 4-5	none		
<b>πMATYC</b>	n/a			
<b>NEVMATYC</b>	n/a			
<b>UMATYC</b>	Sept.	none		

**ATTACHMENT D  
RULES OF CONDUCT**

***Parliamentary Motions Guide***

Based on *Robert's Rules of Order Newly Revised (11<sup>th</sup> Edition)*

The motions below are listed in order of precedence. Any motion can be introduced if it is higher on the chart than the pending motion.

	<b>YOU WANT TO:</b>	<b>YOU SAY:</b>	<b>INTERRUPT?</b>	<b>2<sup>ND</sup>?</b>	<b>DEBATE?</b>	<b>AMEND?</b>	<b>VOTE?</b>
§21	Close meeting	I move to <b>adjourn</b>	No	Yes	No	No	Majority
§20	Take break	I move to <b>recess</b> for	No	Yes	No	Yes	Majority
§19	Register complaint	I rise to a <b>question of privilege</b>	Yes	No	No	No	None
§18	Make follow agenda	I call for the <b>orders of the day</b>	Yes	No	No	No	None
§17	Lay aside temporarily	I move to <b>lay</b> the question <b>on the table</b>	No	Yes	No	No	Majority
§16	Close debate	I move the <b>previous question</b>	No	Yes	No	No	2/3
§15	<b>Limit or extend debate</b>	I move that debate be limited to ...	No	Yes	No	Yes	2/3
§14	<b>Postpone to a certain time</b>	I move to postpone the motion to ...	No	Yes	Yes	Yes	Majority
§13	<b>Refer</b> to committee	I move to refer the motion to ...	No	Yes	Yes	Yes	Majority
§12	Modify wording of motion	I move to <b>amend</b> the motion by ...	No	Yes	Yes	Yes	Majority



§11	Kill main motion	I move that the motion be <b>postponed indefinitely</b>	No	Yes	Yes	No	Majority
§10	Bring business before assembly (a <b>main motion</b> )	I move that [or "to"] ...	No	Yes	Yes	Yes	Majority

**Incidental Motions** - No order of precedence. Arise incidentally and decided immediately.

YOU WANT TO:		YOU SAY:	INTERRUPT?	2 <sup>ND</sup> ?	DEBATE?	AMEND?	VOTE?
§23	Enforce rules	<b>Point of order</b>	Yes	No	No	No	None
§24	Submit matter to assembly	I <b>appeal</b> from the decision of the chair	Yes	Yes	Varies	No	Majority
§25	Suspend rules	I move to <b>suspend the rules</b> which ...	No	Yes	No	No	2/3
§26	Avoid main motion altogether	I <b>object to the consideration</b> of the question	Yes	No	No	No	2/3
§27	Divide motion	I move to <b>divide the question</b>	No	Yes	No	Yes	Majority
§29	Demand rising vote	I call for a <b>division</b>	Yes	No	No	No	None
§33	Parliamentary law question	<b>Parliamentary inquiry</b>	Yes (if urgent)	No	No	No	None
§33	Request information	<b>Request for information</b>	Yes (if urgent)	No	No	No	None

**Motions That Bring a Question Again Before the Assembly** - no order of precedence. Introduce only when nothing else pending.

§34	Take matter from table	I move to <b>take from the table</b> ...	No	Yes	No	No	Majority
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§35	Cancel or change previous action	I move to <b>rescind/ amend something previously adopted...</b>	No	Yes	Yes	Yes	2/3 or maj. w/ notice
§37	Reconsider motion	I move to <b>reconsider</b> the vote ...	No	Yes	Varies	No	Majority

Reference: Jim Slaughter, Certified Professional Parliamentarian-Teacher & Professional Registered Parliamentarian  
**336-378-1899(W) 336-378-1850(F)** P.O. Box 41027, Greensboro 27404  
web site: **[www.jimslaughter.com](http://www.jimslaughter.com)**

## RULES OF CONDUCT

- A. Robert's Rules of Order are used. The parliamentarian is **Dan Fahringer**.
- B. The following time limits will be applied unless otherwise noted:
  - Reports (R) - 5 minutes
  - Discussion items (D) – 10 minutes
  - Motions involving discussion (M) – 15 minutes
 Times on individual items may be extended by a majority vote of the Board. Some items in the agenda may have different values assigned than listed here. The timekeeper is **Liz Hylton**.
- C. Motions submitted after the deadline (February 15) must have at least one co-sponsor.
- C. No speaker may speak on a motion more than two times, and this will be monitored by the Parliamentarian. Members are encouraged to display their “ditto” signs rather than to use their speaking times to echo comments previously expressed. Order of speakers is not guaranteed and may be changed at the option of the Chair.
- D. Professional decorum is expected at all times during the board meeting. The chair shall interrupt and rule a speaker out of order. **Please silence all cell phones.** Refrain from computer use other than board business.
- E. The following individuals are asked to track items throughout the meeting. Although Keven and Wanda will be present for most of the SBM; it is important that the individuals indicated monitor their designated topic to make sure nothing is overlooked.
  - 1. Items relating to Conference: **Nicole Lang** and **Jim Ham** (Report to the Conference Coordinator at the end of SBM 2016.)
  - 2. Items relating to Budget: **Ernie Danforth** and **Kate Kozak**. (Report to the treasurer at the end of SBM 2016).
  - 3. Items relating to the Office: **Jon Oaks** and **Nancy Sattler**. (Report to Wanda at the end of SBM 2016).
  - 4. Items relating to VPs: **Nicole Lang** and all VPs.
  - 5. Items to return to at the Spring Board Meeting: **David Tannor** and **Dan Fahringer**. (Report to the President at the end of SBM 2016.)
- F. **Draft minutes will be available electronically each morning beginning on Saturday morning, unless otherwise requested by Michelle. Everyone is encouraged to review the minutes each day. Three board members are asked to specifically review the minutes for their assigned day for completeness and accuracy of motions and return comments to Michelle by the following morning, either handwritten or electronically.**
  - 1. **Friday's Minutes: Ham, Oaks, Rivers**
  - 2. **Saturday's Minutes: Lang, Sattler, Fahringer**
  - 3. **Sunday's Minutes: Danforth, Kozak, Harbison**
  - 4. **Monday's Minutes: Hylton, Tannor, Lang**

**ATTACHMENT E**

**Order of Business  
AMATYC Executive Board  
SPRING 2016**

The board meeting will proceed in a linear fashion as listed below with the following exceptions.

- Smartsheet Training on Sunday – 3:30 – 4:30 p.m.
- Conference Coordinator Report on Saturday - 10:00 – 12:00 p.m.
- Treasurer’s Report on Saturday - 1:00 – 3:00 p.m.
- Strategic Planning sessions:
  - Mission and Vision statements - Friday - 2:30 – 3:30 p.m.
  - Draft 2018-2023 Strategic Plan - Sunday - 2:00 – 3:30 p.m.
  - Update 2012-2017 Strategic Plan - Monday - 2:30 – 3:30 p.m.
- Office Report on Monday - 10:00 – 11:00 a.m.
- Insurance Information on Monday - 11:00 – 11:30 a.m.

Committee meetings during SBM:

- Professional Development Committee on Saturday – 5:00 – 6:00 p.m.
- Finance Committee meeting on Tuesday - 9:00 – 11:30 a.m.
- Membership Committee – Friday – 3:30 – 4:30 p.m. and Monday 3:30 – 4:30 p.m.
- Personnel Committee – Friday – 12:00 – 1:30 p.m.

Parking Lot - every day during SBM there will be time to discuss some items in the Parking Lot. Things can be added to the Parking Lot during the meeting. Items in the Parking Lot can be discussed in any order. An initial list is included in this order of business.

Reports (R): 5 minutes

Discussion (D): 10 minutes

Motions (M): 15 minutes

<b>A. Agenda</b>			<b>Notes</b>
<b>Reference Materials</b>			
	Call to Order	Tanner	
A1	Meeting Plans	Tanner	
A2	AMATYC Mission Statement		
A3	AMATYC Core Values and Vision		
A4	AMATYC Strategic Priorities		
A6	Email Ballots since SPO 2016	Duda	
A7	Affiliate Visits		
A8	Acronyms		
A10	Board Liaison Assignments		
A11	Administrative/Ad Hoc/Other Committees		
A15	Brief Robert’s Rules of Order (Parliamentary Motions Guide)		
A17	Conflict of Interest		
A19	Policy on a Welcoming Environment		
A21	Sunshine Fund Guidelines and Report	Duda	
A22	Rules of Conduct	Tanner	
A23	<b>M: Adopt Rules of Conduct</b>	Tanner	
A24	Order of Business	Tanner	
A32	<b>M: Adopt Order of Business</b>	Tanner	

<b>B. Consent Calendar – Reports</b> (items removed from this section will be discussed before Section D)			
<b>National Officers</b>			
B1	President	Tanner	
B3	President-Elect	Ham	
B5	Past President	Sattler	
B7	Secretary	Duda	
B8	Treasurer	Tannor	
<b>Regional Vice Presidents</b>			
B10	Northeast	Danforth	
B12	Mid-Atlantic	Fahringer	
B14	Southeast	Rivers	
B16	Midwest	Oaks	
B18	Central	Lang	
B19	Southwest	Kozak	
B21	Northwest	Hylton	
B22	West	Harbison	

<b>C. Consent Calendar- Motions/Reports</b> (items removed from this section will be moved to sections indicated)			
C1	EAC Report	Tannor	
C2	Audit Review Committee Report	Tannor	
	D: Discussion on Officer Report reflections		

<b>D. Academic Committees</b>			
D1	Developmental Mathematics Report (DMC)	Wilhite Sattler	
D9	Innovative Teaching and Learning Report (ITLC)	Petrak Rivers	
D12	Mathematics and its Applications for Careers	Baratto Danforth	
D15	Mathematics Intensive/College Mathematics Report	Peterson Ham	
D18	Placement and Assessment Report (PAC)	Rouhani Hylton	
D21	Research in Mathematics in Two-Year Colleges (REMATYC)	Smith Lang	
D27	Statistics	Hanson Kozak	
D32	<b>M: Statistics Committee Goals update</b>	Hanson Kozak	
D34	Teacher Preparation	Jones Duda	

<b>DD. ANets</b>
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DD1	Division/Department Leadership	Mirbaha Rivers	
DD6	Adjunct Faculty Issues	King Duda	
DD10	International Mathematics	Krevisky Sattler	
DD13	Mathematics for Liberal Arts	Sami Hylton	
DD16	<b>M: Scheduling of Committee and ANet Meetings at the Conference</b>	Rivers	

<b>E. Services / Coordinators/ Directors / Publications</b>			
E1	Editing Director Report	Morrison Danforth	
E4	<i>AMATYC News</i> Editor Report	Koenig Kozak	
E5	<i>MathAMATYC Educator</i> Editor Report	Alexander Tannor/ Hylton	
E20	<i>MathAMATYC Educator</i> Production Manager Report	Debrecht Tannor/ Hylton	
E22	Webmaster Report	Hurlburt Ham	
E26	Grants Coordinator Report	Pazdar Harbison	
E28	Historian Report	Simmons Harbison	
E33	SML Report	Hundert Fahringer	
E35	SML Test Developer Report	Blasberg Fahringer	
E37	Professional Development Coordinator Report	Gunkelman Oaks	
E39	Assistant Professional Development Coordinator Report	Feinman Oaks	
E40	Mu Alpha Theta Report	Feibelman Hylton	

<b>F. Staff</b>			
F1	Executive Director Report	Garner	
F3	Office Report	Garner Vance	
F7	<b>M: Revision of PPM Section 12.2.1</b>	Garner	

<b>G. Conference</b>			
G1	Conference Coordinator Report	Dockter	
G10	Assistant Conference Coordinator Report	Kirk Dockter	
G12	Presider Chair Report	Winnington Dockter	
G14	Exhibitor Chair Report	Goulard Dockter	
G16	Program Coordinator Report	Williams Dockter	
G19	Advertising Coordinator Report	Olshan/ Vega- Rhodes Dockter	
G24	2016 LEC Report	Hastert Dockter	
G26	2017 LEC Report	Marshall Dockter	
G27	2018 LEC Report	Morris Dockter	
G28	<b>M: PPM 8.8.2.2 In the Bag Items</b>	Dockter	
G30	<b>M: 2017 Conference Discount Registration</b>	Tannor Dockter	
G31	<b>M: 2017 Early Bird Full Registration Rate</b>	Tannor Dockter	

<b>GG. Conference - Experient</b>			
GG1	Experient Report from New Orleans	Dockter	

<b>H. Administrative Committees</b>			
H1	Nominating Committee Report	Sattler	
H4	ME Award Report	Sattler	
H5	TE Award Report	Ham	
H6	Professional Development Committee	Oaks	
H8	<b>M: Change Duty #9 of Assistant Program Development Coordinator</b>	Oaks	
H9	Foundation Report	Sattler	
H11	<b>M: Moving of AMATYC Investments</b>	Sattler	
H12	Personnel Committee	Danforth	
H13	Organizational Assessment Committee	Ham	
H17	<b>M: Reduced Retiree Conference Registration Rate in Denver</b>	Ham	
H18	Past Presidents Advisory Board Report	Sattler	
H20	Membership/Marketing Committee	Rivers Oaks	
H25	Membership Report	Vance	<b>Place Holder</b>

<b>I. Treasurer/Budget</b>			
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I1	<b>M: Approval of Expenditures</b>	Tannor	
I2	Chart of Accounts	Tannor	
I6	2016 Approved Budget	Tannor	
I15	2017 Draft Budget	Tannor	
I22	2015 Financials	Tannor	
I30	History of Income and Expenses	Tannor	
I43	Reserve Fund	Tannor	
	Contract Obligations	Tannor	
I47	Foundation Report	Tannor	
I51	Insurance	Tannor	

<b>J. Ad hoc Committees / Projects</b>			
J1	AMATYC Project ACCESS (APA) Board Report	Watkins Fahringer	
J3	Guidelines for Project ACCESS Task Force Report	Fahringer	
J5	<b>M: Fellowship Selection Update</b>	Fahringer	
J7	<b>M: Term Limit for Project ACCESS Coordinator</b>	Fahringer	
J9	Joint Committee on Women in the Mathematical Sciences Report	Sattler	
J12	Beyond Crossroads Steering Committee Report	Sattler	
J13	Professional Networking Ad Hoc Committee Report	Lang	
J14	<b>M: Rename Professional Networking Committee</b>	Oaks/Lang	
J15	AMATYC Sponsored Workshops Ad Hoc Committee Report	Sattler	
J18	AMATYC Sponsored Traveling Workshops Ad Hoc Committee Report	Lang	
J19	<b>M: Change the dates for the AMATYC Traveling Workshop Grants Initiative</b>	Lang, Oaks, Gunklema n	
J20	SPO Site Selection Ad Hoc Committee Report	Fahringer	
J21	Hybrid Conference Ad Hoc Committee Report	Danforth	
J24	Awards and Recognition Task Force Report	Rivers	
J25	Delegate Assembly Task Force Report	Rivers	
J26	Review of Equal Opportunity Position Statement Task Force Report	Oaks	
J27	Pre-conference Workshops Task Force Report	Danforth	
J28	<b>M: Pre-conference Workshop Policy</b>	Danforth Lang	
J33	Common Vision Report	Tanner	
J34	TPSE Math Report	Sattler	
J36	Carnegie Foundation Report	Sattler	
J55	The Charles A. Dana Center Report	Sattler	
J58	Minutes Review Committee for the 2015 DA	Lang	



<b>K. Strategic Planning</b>			
K1	Fall 2015 Focus Group Responses	Ham	
K19	<b>M: Mission and Vision Statements</b>	Ham	
K21	2012-2017 Strategic Plan with Updates	Ham	
K32	2018-2023 Draft Strategic Plan	Ham	

<b>L. Executive Session</b>			
<b>Consent Calendar Motions</b>			
L1	<b>M: Regional Representatives to the Developmental Mathematics Committee</b>	Wilhite Sattler	
L3	<b>M: Regional Representatives to the Innovative Teaching and Learning Committee</b>	Petrak Rivers	
L5	<b>M: Regional Representatives to the Mathematics and its Applications for Careers Committee</b>	Baratto Danforth	
L7	<b>M: Regional Representatives to the Mathematics Intensive/College Mathematics Committee</b>	Peterson Ham	
L8	<b>M: Regional Representatives to the Placement and Assessment Committee</b>	Rouhani Hylton	
L9	<b>M: Regional Representatives to the Research in Mathematics Education in Two Year Colleges Committee</b>	Smith Lang	
L10	<b>M: Regional Representatives to the Statistics Committee</b>	Hanson Kozak	
L12	<b>M: Regional Representatives to the Teacher Preparation Committee</b>	Jones Duda	
L14	<b>M: Delegate Assembly Task Force Appointments</b>	Rivers	
L16	<b>M: Hybrid Conference Ad Hoc Committee Appointments</b>	Danforth Tanner	
L17	<b>M: Reappointment of Presider Chair</b>	Dockter	
L18	<b>M: Orlando Regional Rep on Program Committee</b>	Dockter	
L19	<b>M: Approve Executive Session Consent Agenda</b>	Tanner	

#### Items Removed from Consent Agenda


#### Executive Session

L20	<b>M: ME Award</b>	Sattler	
L21	Potential Speakers List	Ham	
L26	<b>M: Orlando Keynote and Breakfast Speakers</b>	Ham	
L27	Personnel Issue	Harbison	

#### M. New Business

M1	<b>M: ANet Leader Participation in Review of Conference Program Proposals</b>	Duda Rivers	
M3	<b>M: Membership Formula and Revision of PPM 3.1.1 and 6.11.1.</b>	Tannor	
M7	<b>M: Budget line 3360</b>	Kozak Fahringer	
M9	<b>M: Moratorium on Board Action in even number years</b>	Danforth	
M10	<b>M: Change to Endorsements policy</b>	Ham	
M11	<b>M: Name Badges for Academic Committee Chairs</b>	Duda Fahringer	
M12	Determining State and Affiliate Members	Tanner Duda	
M14	OCMC Affiliate Proposal	Tanner	

<b>N. Parking Lot - no particular order</b>			
	Italicizing the entire name of the journal		
	Non-AMATYC members serving on writing team for BC revision		
	On-demand badge printing at the conference		
	Going Green Committee - is it needed?		
	Term limits for regional reps on academic committees		
	Renew membership in the International Mathematics Olympiad, Triangle Coalition????		
	Updating motion form for assessment clarity		
	Two signatures on a motion - when required		
	Committee/task force membership - must be AMATYC members?		
	Progress on IRB		
	AMATYC Office at MAA in DC		
	Board report template for committee chairs and ANet leaders (make sure to include place for term dates and email address)		
	Change name of Student Learning Problems Position Statement - under DMC		
	Position Statement Review Committee????		
	Making link to DA minutes more prominent on website		

[illegible]

**ATTACHMENT F**

## **Expenditure Approval Committee (EAC) and Auditor Reports**

**Margie Hobbs/David Tannor, Treasurer  
SBM 2016**

**For activity occurring October 11, 2015 through Feb 15, 2016**

**Members of the 2014-2015 committee: through December 31, 2015:** Nancy Sattler, Chair; Margie Hobbs, Jim Roznowski; and Jane Tanner

**January 1, 2016 through Dec 31, 2017:** Jane Tanner, Chair; David Tannor; Nancy Sattler; and Jim Ham

**As reported by Margie Hobbs and approved by 2014-2015 EAC:**

- |                   |  |
|-------------------|--|
| December 4, 2015  | Approved the over budget expenditure in 2015 in account #3260 Computer S/H in the amount of \$2,000 to enable the President-elect to purchase computer (per policy) in the 2015 budget year rather than in 2016 where the funds are budget. Approval for purchase in 2015 means the purchase will be made in 2015 and NOT in the 2016 budget. Therefore, the 2016 budget should have the \$2,000 in remain in the budget at the end of the year. |
| December 7, 2015  | Approved the over budget expenditure in account #5660 PAC Committee in the amount of \$9.34. The committee chair, Behnaz Rouhani was required to make copies of position statement to distribute at Delegate Assembly Forum on Thursday evening.   |
| December 10, 2015 | Approved expenditure of up to \$25 for door prizes (charge to account 5600 Membership Services) for each VP that submits claim with receipts to be given at the Conference Regional Luncheon meeting in New Orleans.   |

**As reported by David Tannor and approved by 2016-2017 EAC:**

- |              |  |
|--------------|--|
| Jan 20, 2016 | Approved the over budget expenditure in account #5860 in the amount of \$345.29 for AMATYC President travel to Joint Mathematics Meetings. |
|--------------|--|

### **Federal IRS Documents Review and Audit Review Committee Report**

**David Tannor, Treasurer**

The audit report and IRS documents are pending. These will be completed and reviewed by the committee in time for board approval during the Summer Conference call report.

**ATTACHMENT G**

# COVER SHEET for the POSITION STATEMENT on MATHEMATICS FOR STUDENTS IN TWO-YEAR TERMINAL PROGRAMS

Submitted by the Mathematics for AAS Programs Committee  
(Mathematics and its Application for Careers Committee)

	<b>Activity</b>	<b>Anticipated Date</b>
<b>X</b>	Concept Approved by the AMATYC Board	FBM 2015
<b>X</b>	First Review by the AMATYC Editing Director	Spring 2016
	Board Review, votes to endorse the spirit of the position statement	SBM 2016
	Input Hearing	Denver Conference 2016
	Sent by President-Elect to affiliate presidents	By January 15, 2017
	Board Review, votes to endorse the position statement	SBM 2017
	Second Review by AMATYC Editing Director	Spring 2017
	Professional Editing	Summer 2017
	Board Review, votes to endorse the statement in spirit or as published	FBM 2017
	Final Hearing	Conference 2017
	Delegate Assembly Approval	Conference 2017
	Professional Editing and Review by Editing Director	Late 2017

**Contact Information**

Committee Chair: Stefan Baratto ([sbaratto@clackamas.edu](mailto:sbaratto@clackamas.edu))

Clackamas Community College

Position Statement of the AMERICAN MATHEMATICAL ASSOCIATION OF TWO-YEAR COLLEGES on ~~the~~  
**Mathematics for Students in Two-Year Terminal Programs**

The American Mathematical Association of Two-Year Colleges (AMATYC) recognizes that ~~a~~ substantial number~~s~~ of students attending two- year colleges are enrolled in terminal programs ~~which are~~ tied to specific career paths. Mathematics courses required for these students ~~are~~ generally ~~constitute~~ their last formal exposure to our discipline. As stated in the preface of AMATYC's *Crossroads*, "The career aspirations of some of these students are such that requirements for graduation and ~~for~~ job placement can be satisfied through the study of mathematics below the level of calculus." AMATYC is uniquely positioned to make a statement on this issue since it is the national organization ~~dealing that deals~~ with the mathematics taught to these targeted students.

AMATYC takes the position that mathematics courses specifically designed to meet the degree requirements for students enrolled in two-year terminal programs ~~should~~ possess the following attributes:

- ~~The content should value emphasize~~ occupational mathematics skills ~~which~~ directly ~~apply~~ ~~related~~ to the knowledge base needed for students entering the workforce. Traditional intermediate and college algebra courses generally do not meet this goal as they are designed ~~to be as~~ prerequisites for the calculus sequence.
- For discipline-specific mathematics courses, faculty from the pertinent disciplines ~~should be~~ consulted to ensure that topics and procedures are appropriately contextualized.
- Generalized courses for terminal degree programs (e.g., Industrial Mathematics, Mathematics for Health Sciences, etc.) should include projects and applied problems ~~which are~~ authentic in nature and ~~which~~ reflect ~~ive of~~ the ~~students'~~ majors ~~of the students~~.
- ~~enrolled in these courses.~~
- ~~While p~~Problem solving and learning how to apply ~~the~~ mathematical concepts are essential ~~in these courses, but~~ mathematical integrity must also be preserved. ~~C~~The content ~~and pedagogy~~ needs to ~~include~~ ~~promote~~ critical thinking, logic, communication, and other higher- thinking skills ~~which that~~ go beyond ~~low level~~ algorithmic procedures. To ~~achieve-meet~~ this expectation, courses specifically designed to meet degree requirements should be above the ~~level of~~ Foundation ~~level~~ as defined in *Crossroads*.
- Courses ~~of this nature~~ should be developed by full- time faculty, who ~~will also need to do~~ ~~the the~~ initial legwork ~~involved in to~~ tapping into the ~~occupational~~ resources required to serve the students ~~as they need to be served~~. ~~C~~The courses also need to be consistently monitored to make sure that ~~the~~ content remains valid and appropriate.

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**Reference**

Fall, 2015

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41 American Mathematical Association of Two-Year Colleges (AMATYC) ( 1995). *Crossroads in*  
42 *Mathematics: Standards for Introductory College Mathematics Before Calculus*. Memphis, TN: AMATYC.

**ATTACHMENT H****8.8.2 Conference In-the-Bag Advertising**

1. The Advertising Chair will accept reservations for advertising pieces that are placed in the bags of conference attendees. The word "Advertisement" does not need to be on the items.
- ~~2. An upper limit of ten items per conference will be accepted for In-the-Bag commercial advertising. Statement of this limit shall be included in publicity and reply forms regarding this advertising.~~
2. There shall be three categories for in-the-bag inserts: single sheet of 8 ½" x 11" paper, small lightweight item, and large bulky item. The Advertising Chair and Conference Coordinator will decide the appropriate category if there is a question about an unusual item.
3. The Advertising Chair, in consultation with the Conference Coordinator, will determine an appropriate number of items to be placed in the conference bags. This will be determined by the number of requests received, size of items, and total amount needed to be placed in the conference bag.
4. Policy for announcements of prize drawings: The charge for a one-page 8.5" by 11" In-the-Bag advertisement will be reduced to \$300 for exhibitors who are conducting a prize drawing in the exhibit area for an item of \$500 or more in value (to be verified by the Exhibits Chair). The advertisement must include information about the prize, how to enter, when and how to win, and require the entering person to register for the drawing in the exhibit area. Exhibitors who are supplying a prize valued at \$500 or more but who do not wish to include prize information on an advertisement must pay full price for any In-the-Bag advertisement.

**8.8.2 Conference In-the-Bag Advertising**

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## ATTACHMENT I

### 8.12.3 Registration Fee Formulas

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 circumstance or other unforeseen circumstance. 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>

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." 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.

Other Single Day Conference rates (both member/nonmember and Graduate Student member/nonmember) are to be determined according the formula listed in the table below:

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 = 3/8 A (Discount) Single Day Registration = 3/8 A + 20 (Regular)
Graduate Student Non-member:	Single Day Registration = 3/8 A + 25 (Discount) Single Day Registration = 3/8 A + 45 (Regular)

2. Guest Tickets (per person) rate will be determined as follows:

Friday Regional Breakfast:	amount budgeted in account 3860 divided by total projected participants in account 2030, rounded up to the nearest dollar.
Saturday Breakfast:	sum of amounts budgeted in accounts 3900 and 3910 divided by total projected participants in account 2030, rounded up to the nearest dollar.

3. <SBM 2010> Student Registration Rates: The student full conference registration rate, beginning with the 2005 San Diego conference, shall be 37.5% of the discount non-student member rate, rounded up to the nearest \$5 increment. The other rates will be based on the discount member rate using the same criteria as the registration for the non-student rates. These student rates should remain unpublished and only full-time students are eligible for reduced registration. The registration form must include the name of an AMATYC regular or life member sponsor. Single day registration will be exempt from membership fees.

4. In the event of a death in the family of an AMATYC member or the hospitalization of the AMATYC member or a member of the immediate family of the AMATYC member, occurring after the cut-off date for full refund but before the end of the conference, the Treasurer, with the approval of the President, may issue refunds for registration fees paid for the conference. Such refunds shall include the cost of food functions purchased for guests. These refunds are subject to the \$25 service charge on registration refunds.

Current Published Language: A refund of 100% of your registration fee less a \$25 service fee will be given upon receipt of a written request postmarked by [a date two weeks before the conference]. A 50% refund less a \$25 service fee will be given if your written request is postmarked on or after [the day following the predetermined date] and before [the day preceding the opening day of the conference]. No refunds will be given for requests made on [the opening date of the conference], or later. Requests for return of overpayments must be in writing and received by the AMATYC Office no later than December 15th.

5. Beginning with the 2008 conference, first-time conference attendees (as defined in [Section 3.1](#)) who register for the annual AMATYC conference will have a non-transferable coupon printed on their receipt offering them a \$50 discount on regular or life membership dues. The coupon will have an expiration date of August 31 of the year following the relevant conference. [<SBM 2008>](#)
6. Beginning with the 2009 annual conference, AMATYC will offer and promote a \$50 discount on the annual conference registration fee for first-time conference attendees who register during the discount registration period. [<SBM 2008>](#) First-time attendees must register for the full conference within the discount period. Single day registrations not eligible for \$50 discount. [<SBM 2012>](#) Graduate Students are not eligible for \$50 First-Time Attendee discount. [<FBM 2012>](#) An individual who attends the annual AMATYC conference who has not attended the conference in any year since 2000 is a first-time conference attendee for that one conference. [<SBM 2008>](#)
7. 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. [<SBM 2013>](#) This rate has been extended to be continued at the 2015 AMATYC Conference in New Orleans.
8. Effective with the 2016 conference, 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. [<SBM 2014>](#)
9. Effective with the 2017 conference, an early bird full registration will be offered. This rate will be \$15 less than the discount full conference registration. This registration form and payment, paper or online, must be received by the AMATYC office by August 31. Any fee reductions or waivers that are available during the discount registration period will also be honored during the early bird registration period.

**ATTACHMENT J****Existing Policy****8.13.8 AMATYC Pre-Conference Institute <SBM 2009>****THE PROCESS**

A vendor interested in sponsoring a pre-conference institute will contact the AMATYC Conference Coordinator no later than January 10th of the year the vendor wishes to host an institute. The vendor agreement is to be completed, signed and the AMATYC fee paid by February 1st of the year of the proposed institute. There is a maximum of two pre-conference institutes per annual conference. Vendors will be scheduled on a first come basis based on receipt of fee payment.

**THE VENDOR agrees to the following:**

1. The vendor will conduct a one-day institute focused on a topic related to the improvement of mathematics instruction in the first two years of college for a minimum of 15 and a maximum of 25 AMATYC members who currently teach mathematics in the first two years of college. This institute will take place as a pre-conference event on the Wednesday prior to an AMATYC Annual Conference.
2. The vendor will establish a VENDOR/AMATYC Steering Committee that includes the vendor's Higher Education Support Coordinator and/or Content Manager, and two AMATYC board members or designees (serving as VENDOR/AMATYC project liaisons) to develop the content with the vendor.
3. The vendor will manage institute registration and may not charge any registration fee or any other fees for the institute for AMATYC members. The vendor may charge \$150 for participants if they are not members of AMATYC. Non-members may join AMATYC prior to the pre-con institute to avoid the registration fee.
4. The vendor will collaborate with the AMATYC Conference Coordinator on the logistics of the pre-conference institute.
5. The vendor will arrange payment of the following expenses:
  1. Institute instructor fees and travel expenses to lead the institute.
  2. Hotel meeting room rental and any technology fees, including Internet and audio visual equipment necessary for the institute.
  3. Breakfast and lunch on the day of the institute for attendees. (Participants will be responsible for all other meals and travel/lodging).
  4. One night's lodging (room and tax) for each participant (15-25 people at the conference room rate (pending availability)).
  5. Meal expenses and one night's lodging for one AMATYC board member or designee at the pre-conference institute.

6. The vendor will pay to AMATYC a fee of \$5000. This fee will be discounted by 25% for current AMATYC Corporate Partners.
7. The vendor will provide all needed technology for each institute participant, including user licenses of any computer software or Teacher Edition suitable for use at the participant's college.
8. All communication from AMATYC and the vendor to potential participants and attendees will include the following statement: The vendor and AMATYC are collaborating to improve mathematics instruction in college mathematics classrooms in the first two years of study. AMATYC does not specifically endorse any commercial product.

**AMATYC agrees to the following:**

1. AMATYC will assist the vendor in obtaining a hotel room block of 18-28 rooms for Tuesday night at the official hotel of the AMATYC Annual Conference for participants in the pre-conference institute. AMATYC will also assist the vendor in securing said room block at the AMATYC Annual Conference room rate pending availability of rooms and hotel agreement to expanded room block.
2. AMATYC will promote the pre-conference institute for AMATYC members through AMATYC's print and electronic announcements regarding the conference. Upon request of the vendor provide one set of mailing labels, in the form of paper labels or a word file for one-time use to advertise the commercial pre-conference institute. The AMATYC President will determine which mailing list is used.
3. The content of any advertisement is to be approved by the AMATYC Exhibits Chair and the Conference Coordinator prior to the advertisement being sent.

**(Replace the above with the following)**

**8.13.8 AMATYC Pre-conference Workshops.**

An AMATYC pre-conference workshop is a half-day or daylong meeting held in conjunction with the AMATYC annual conference on the day preceding the opening of the conference. Pre-conference workshops may be sponsored by an AMATYC academic committee, corporate partner, other educational organizations, or a publisher.

The party interested in sponsoring a pre-conference workshop, referred to as the host, must contact the AMATYC Conference Coordinator no later than March 15 of the conference year the party wishes to host the workshop. Any fees associated with the pre-conference workshop need to be paid by September 1 that same year. All workshops, except those offered by a corporate partner who indicated on their corporate partner form that they would hold a pre-conference workshop, must obtain board approval.

The number of pre-conference workshops will be determined by the AMATYC Conference Coordinator based upon the availability of space and room block at the conference hotel.

**Responsibilities of the Host**

1. Submit to the AMATYC Conference Coordinator (March 15 deadline) a detailed plan for the workshop including the following.
  1. Name, topic, and description of the workshop
  2. Individual(s) conducting the workshop
  3. Number of participants
  4. Length of workshop
  5. Number of rooms required
  6. Lunch and break plans

2. The host is required to locate and pay for any audio visual needs, including computers, projectors, and screens. They may request the equipment be ordered from AMATYC's contracted audio visual company. If AMATYC's audio visual company provides the equipment, payment will be made to that company.
3. The host is required to contract with the hotel and pay for any Internet used for the workshop
4. The host will be required to pay any additional hotel meeting room rental costs for space not assigned to AMATYC.

**Fees**

1. For academic committees, corporate partners, and educational associations there will be no fee payable to AMATYC. The corporate partner must have indicated on the corporate partner form that they choose to host a pre-conference workshop.
2. For publishers who are not corporate partners and who host a pre-conference workshop there will be a fee of \$2000 payable to AMATYC or a \$2000 donation to the AMATYC Foundation. Corporate partners who did not indicate they would host a pre-conference workshop will have pay to AMATYC the same fees.

**Responsibilities of AMATYC**

1. AMATYC will assist in expanding the current room block at the conference hotel on Tuesday night, if a full day workshop is approved, at the AMATYC Annual Conference room rate pending availability of rooms and hotel agreement to expanded room block.
2. AMATYC will attempt to find space for a pre-conference workshop within the contracted space. If additional space needs to be rented AMATYC will NOT be responsible for payment.
3. AMATYC will promote the pre-conference workshop for AMATYC members through AMATYC's print and electronic announcements regarding the conference.
4. AMATYC will post on the conference website promotional materials created by the host of the workshop. The content of the advertising material is to be approved by the Conference Coordinator.

## ATTACHMENT K

### Proposed 12.2.1 Publication Policies (current language showing proposed changes)

#### 12.2.1 Publication Policies

The office staff (Publications Director) prepares the initial layout and handles changes in spelling or grammar. Once the copy is finalized by the AMATYC Newsletter Editor, the office handles the printing and mailing of the newsletter. The Editor communicates any specific instructions to the ~~office staff~~Publications Director.

#### Production

1. The newsletter will be typeset using four-color (F2010).
2. The newsletter will be published four times a year according to the following production schedule. <SBM 2009> <SBM 2012>.

(see attached grid, Newsletter Production Schedule, to be inserted here)

<b>Issue No.</b>	<b>Deadline for Submission</b>	<b>1st Draft</b>	<b>2nd Draft</b>	<b>Printers</b>	<b>Members Receive News</b>
#1	November 27	December 7	December 15	December 23	February 1
#2	March 1	March 7	March 14	March 21	April 20
#3	June 1	June 15	June 22	July 1	August 1
#4	August 15	September 7	September 15	September 23	October 15

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#### Proofing <SBM 2008>

The *AMATYC News* should be proofed ~~before printing~~ by the President, the President-Elect, the Secretary, the Executive Director, and the Executive Board liaison to the Editor, and other volunteers as specified by the President. Membership forms included in the *AMATYC News* should be approved by the Treasurer before printing.

The proofing schedule for the *AMATYC News* is:

1. ~~Prior to the~~For the first draft, the Editor will proof and edit all articles submitted, then send the edited copy to the Publications Director.
2. The first draft will be sent electronically by the Publications Director to each ~~proofreader~~reviewer listed above and the Editor on the day indicated on the

production schedule. The first draft will also be sent electronically ~~to by the AMATYC News liaison, Website Coordinator, Executive Director, Regional VPs, Conference Coordinator, and Program Coordinator~~ Executive Director for External Relations for informational purposes. Comments or corrections should be ~~e-mailed~~ emailed to the ~~AMATYC News Editor and the Board liaison~~ according to the production schedule ~~no later than 24 hours before the AMATYC News editing deadline.~~ <SBM 2007>

3. Each ~~proofreader~~ reviewer is encouraged to check any website links, but the President will ask one ~~proofreader~~ reviewer to focus on website references during the President's term of office.
  - 1- If any ~~proofreader~~ reviewer finds references to websites that need to be attended to, the Editor ~~should~~ will be informed.
  - 2- The Editor will work with the appropriate persons/authors of articles to obtain the necessary information and work with the Website Coordinator to ensure that referenced links in the AMATYC News and the AMATYC website match and are active. To accomplish this task efficiently, the ~~AMATYC News~~ Board liaison will also collaborate with the Editor and help when necessary.
4. The second draft will be sent electronically to each ~~proofreader~~ reviewer, ~~the Executive Board,~~ and the Editor ~~according to on the day indicated on~~ the production schedule.
5. ~~Reviewers~~ Proofreaders will submit their corrections to the Editor ~~and the Board liaison according to the production schedule~~ at least two days prior to the date needed by the Publications Director (both drafts).
6. ~~For each draft, the~~ Editor will compile all corrections and send one marked copy to the Publications Director ~~(both drafts).~~
7. The Publications Director will send electronically the ~~pre-publication~~ final draft to the President, ~~the Editor, and the Board liaison according to the production schedule.~~
8. The Publications Director will send electronically the ~~final copy to the printer, and to the post-printer copy to the~~ Website Coordinator, ~~to be posted on the AMATYC website according to the production schedule. to allow that person to review all references to the AMATYC website to ensure that the site is ready by the date that members receive their copy. This is the copy that the Website Coordinator will post six months after the receipt by members date.~~

**Proposed 12.2.1 Publication Policies (clean copy with changes made)****12.2.1 Publication Policies**

The office staff (Publications Director) prepares the initial layout and handles changes in spelling or grammar. Once the copy is finalized by the AMATYC Newsletter Editor, the office handles the printing and mailing of the newsletter. The Editor communicates any specific instructions to the Publications Director.

**Production**

1. The newsletter will be typeset using four-color (F2010).
2. The newsletter will be published four times a year according to the following production schedule. <SBM 2009> <SBM 2012>

(see attached grid, Newsletter Production Schedule, to be inserted here)


**Proofing <SBM 2008>**

The *AMATYC News* should be proofed by the President, the President-Elect, the Secretary, the Executive Director, the Executive Board liaison to the Editor, and other volunteers as specified by the President. Membership forms included in the *AMATYC News* should be approved by the Treasurer before printing.

The proofing schedule for the *AMATYC News* is:

1. Prior to the first draft, the Editor will proof and edit all articles submitted, then send the edited copy to the Publications Director.
2. The first draft will be sent electronically by the Publications Director to each reviewer listed above and the Editor on the day indicated on the production schedule. The first draft will also be sent electronically to the Conference Coordinator and Program Coordinator for informational purposes. Comments or corrections should be emailed to the Editor and the Board liaison according to the production schedule.  
<SBM 2007>



3. Each reviewer is encouraged to check any website links, but the President will ask one reviewer to focus on website references during the President's term of office.
  - a. If any reviewer finds references to websites that need to be attended to, the Editor will be informed.
  - b. The Editor will work with the appropriate persons/authors of articles to obtain the necessary information and work with the Website Coordinator to ensure that referenced links in the AMATYC News and the AMATYC website match and are active. To accomplish this task efficiently, the Board liaison will also collaborate with the Editor and help when necessary.
4. The second draft will be sent electronically to each reviewer, the Executive Board, and the Editor according to the production schedule.
5. Reviewers will submit their corrections to the Editor and the Board liaison according to the production schedule.
6. For each draft, the Editor will compile all corrections and send one marked copy to the Publications Director.
7. The Publications Director will send electronically the final draft to the President, the Editor, and the Board liaison according to the production schedule.
8. The Publications Director will send electronically the final copy to the printer, and to the Website Coordinator, to be posted on the AMATYC website according to the production schedule.

## Newsletter Production Schedule

PPM 12.2.1 Current Deadlines													
Issue No.	Deadline forSubmission	Articles Due to Publications Director	1st Draft to Reviewers	Edits Due to Editor	Edits Due to Publications Director	2nd Draft to Reviewers	Edits Due to Editor	Edits Due to Publications Director	Final Draft to Editor, Liaison, and President	Edits Due to Publications Director	To Printer	To Website Coordinator	Members Receive
1	November 27		December 7			December 15					December 23		February 1
2	March 1		March 7			March 14					March 21		April 20
3	June 1		June 15			June 22					July 1		August 1
4	August 15		September 7			September 15					September 23		October 15
PPM 12.2.1 Proposed Deadlines													
Issue No.	Deadline forSubmission	Articles Due to Publications Director	1st Draft to Reviewers	Edits Due to Editor	Edits Due to Publications Director	2nd Draft to Reviewers	Edits Due to Editor	Edits Due to Publications Director	Final Draft to Editor, Liaison, and President	Edits Due to Publications Director	To Printer	To Website Coordinator	Members Receive
1	November 25	December 1	December 7	December 10	December 12	December 14	December 17	December 19	December 21	December 22	December 23	January 18	February 1
2	February 25	March 1	March 7	March 10	March 12	March 14	March 17	March 19	March 21	March 22	March 23	April 11	April 25
3	June 1	June 8	June 15	June 18	June 20	June 22	June 25	June 27	June 29	June 30	July 1	July 18	August 1
4	August 15	September 1	September 7	September 11	September 13	September 14	September 17	September 19	September 21	September 22	September 23	October 11	October 25
Notes:													
1. All deadlines are considered to be "on or before."													
2. When the deadline that the Publications Director must meet falls on a weekend or holiday; it is assumed the deadline will fall to the next business day.													

**ATTACHMENT L****3.1.1 Individual Membership Rates**

<b>Membership Type</b>	<b>Formula</b>
Regular	Established per Article 4 of the Constitution  2-year membership rate: 2 x regular dues — \$5  3-year membership rate: 3 x regular dues — \$15
Associate	\$10
Life	20 times regular dues
Adjunct	One-half (1/2) of regular dues
Retired	One-half (1/2) of regular dues

The following specific methodology be used to calculate the dues increase for regular AMATYC membership:

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.
2. The numbers from this table that are used shall be the "Annual average" column.
3. The calculations 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)
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."
5. The difference of the two CPI-U averages shall be divided by the CPI-U for the base year average.
6. The quotient from step 5 shall be increased by one then multiplied by the current dues amount to get the unrounded dues amount.

7. Per policy, the unrounded amount shall be rounded up to the next dollar to determine the dues for the upcoming dues period.

**EXAMPLE:**

Calculating the dues for 2016 based on the 2012 and 2014 CPI-U numbers and dues of \$85:

**CPI-U Annual Average**

2012 229.594

2014 236.736

Difference: 7.142

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.

**6.11.1 Membership Dues**

Effective July 1, 2014

Regular	\$85 for 1year \$165 for 2 years \$240 for 3 years
Associate	\$10
Life	\$1,700
Institutional	\$480
Adjunct	\$42.50
Retired	\$42.50

Effective July 1, 2016

Regular	\$88 for 1year \$171 for 2 years \$249 for 3 years
Associate	\$10
Life	\$1760
Institutional	\$508
Adjunct	\$44
Retired	\$44
Library Subscription	\$88

**ATTACHMENT M****Idea Proposal**Idea:

Create an online summit which focuses on community college issues in mathematics.

Origin of Idea:

There are free online summits which focus on various topics (e.g., gut health, fitness, skin health, dating, women's issues, men's issues, raising children, anxiety, etc.) which I have been registering for and listening to over the last year. I have found them to be very informative. I wondered if the same could be done for education, particularly AMATYC. I have tried to find free online educational summits and so far, have found none.

Why AMATYC Should Explore:

If AMATYC were to sponsor such an online summit, it could

- provide name recognition with organizations and educational institutions other than community colleges,
- bring information to remote community colleges and community colleges without funds to support sending faculty to regional and national conferences,
- by a type of professional development,
- engage mathematics faculty members who do not belong to AMATYC, thus possibly increasing membership,
- highlight many of the fabulous AMATYC members (e.g, Uri Treisman, Sadie Bragg, Judy Ackerman, Wade Ellis, Rikki Blair) through interviews,
- it would be unique as I have not found any such summits offered in the education field,
- and possibly add an income stream.

How have the summits been organized:

- A sponsor chooses a topic on which to focus and then invites experts for interviews which all revolve around the chosen topic.
- After I register (they ask for first name and an email address) I receive an email daily or almost daily notifying me about new interviews. The email also provides a brief write-up about the new interview(s).
- The summits have been either audio only (some have been done over the phone) or

video only. Most summits have been audio only. The video interviews have been either

- powerpoints as the interviewer interviews the expert
  - or a video of the expert talking
  - or a video of the interviewer and the expert side-by-side chatting from different locations.
- Each summit organizes the availability of the interviews differently.
  - One to 5 experts are interviewed each day and then the interviews are available for free for 24 hours to 1 week.
  - Two to 5 experts are interviewed once a week and then the interviews are available for free for the remainder of that week and one additional week.
  - Some summits have done the initial interview live and then provided a link for replays. During some live interviews, questions have been taken from the audience.
- Length of time of each interview varies by summit. The interviews I have experienced have lasted from 20 minutes to 2 hours. Most are 30-60 minutes. Each summit tends to have a consistent time for each of its interviews.
- The number of experts in a summit has ranged from 15 to over 40.
- The total time a summit runs has been from 1 week to 1 month.
- Some of the sponsors do a yearly summit.
- Costs to participants:
  - All of the summits I have experienced are free, but are available for purchase.
  - To purchase a summit, the sponsor will usually offer 2-3 levels:
    - Level 1: download the interviews only
    - Level 2: Level 1 + transcripts or possibly a flashdrive
    - Level 3: Level 2 + CDs
  - Levels usually have bonuses available – an ebook, for example.
  - I have seen summit purchase prices as low at \$27 and up to \$497.

- Sometimes there are early bird offers before a summit starts and the price increases during the summit and then afterwards. Others are the same price all along.

Additional notes:

- I am not well-versed in the technology needed to mount an online summit however, AMATYC already offers webinars. The basic technology needs may already be in place.
- I do not know if any of the experts were paid to take part in the summits I participated in, however, I believe they participated for free. The reason for this is that usually each one of the experts had a “package or program” that could be purchased by the participants.
- I have served on the Nomination Committee under Rikki Blair and for the second year now, participated in the selection of Project ACCESS cohorts 11 and 12. I have read the cover letters and CVs of many AMATYC members and they are very impressive. I believe there are plenty of “experts” to enlist in this venture.
- The interviewer and the expert need not be in the same location, so no travel expenses will be incurred.
- Here are some summit links to check out:
  - <http://glowingskinsummit.com> (sign up)
  - <http://healthyoilsummit.com> (sign up)
  - <https://mail.google.com/mail/u/0/#inbox/14dd3e74c824d46e> (day 8 email)

I appreciate your time and consideration of this idea.

If more information is needed, please feel free to

contact me. Thank you,

Amber Rust, PhD  
Project ACCESS Cohort 2  
Anne Arundel Community  
College Arnold, MD  
[aahrust@gmail.com](mailto:aahrust@gmail.com) (preferred email for  
AMATYC) [arust1@aacc.edu](mailto:arust1@aacc.edu)