



## Board Committee Assignments 2018-2019

### Board Standing Committees: Required in By-Laws

#### Finance Committee

PPM 5.8 The Finance Committee shall be responsible for coordinating and presenting a budget to the Executive Board.

Members: Tannor (Chair), Ham, Kozak, Fahringer, Matsuoka, Dockter, Cleaves

#### Foundation Board

PPM 14.3.1 Manage the affairs of the AMATYC Foundation.

Members: Tanner (Chair), Rivers, Tannor, Cleaves, Ham, New ED (open), Ernie Danforth, Bill Steenken, Fred Peskoff

#### Membership Committee

PPM 5.8.3 The membership committee shall be responsible for marketing and promoting the organization. The membership committee shall assist the office in maintaining accurate membership lists.

Members: Georgiakaki (Co-Chair), Beatty (Co-Chair), Fahringer, Rivers, Oaks, Matsuoka, Pauley, Ström, Tannor, Cleaves\*, Beverly Vance\*  
\*ex officio

#### Nominating Committee

PPM 4.3.3 The Nominating Committee recommends a slate of candidates to the Executive Board for consideration at the spring Board meeting of an election year. The report on the nominating process will include the names of all persons considered for each position. In recommending the slate, the Nominating Committee must follow the term limits for each office as defined in the Bylaws.

Members: Tanner (Chair, nv), Crystal Wiggins, Matthew Prigel, Eddie Britt, Steve Kifowit, Curtis Mitchell, Jennifer Travis, Timothy Lackner, Froozan Afiat, Nicole Lang, Barbara Leitherer, Chris Oehrlein

#### Organizational Assessment Committee

PPM 5.8.5 Coordinates the planning and implementation of assessment of AMATYC programs and activities. The Committee reports to the AMATYC Board on its findings and the implications for maintaining and improving the quality of AMATYC programs and activities.

Members: Kozak (Chair), Chris Yuen, Barbara Leitherer, Beatty, Rouhani, Tannor

### **Professional Development Committee**

PPM 5.8.4 Monitors, coordinates, and evaluates AMATYC's professional development efforts in order to provide the membership with high quality opportunities and a wide breadth of activities.

Members: Oaks (Chair), Pauley, Ström, Beatty, Rouhani, Ham\*, Dockter\*, Julie Gunkelman\*, Mari Menard\*  
\*ex officio

### **Strategic Planning Committee**

PPM 15.6 Assists with scheduled strategic planning sessions at Board meetings. Submits a report for Board consideration at each Board meeting, and submits a report for Delegate Assembly member consideration during the fall conference. Every six years, creates a new strategic plan.

Members: Kozak (Chair), Ham, Tanner, Pauley, Fahringer

### **Delegate Assembly Committees**

#### **Mathematics Excellence Award Committee**

PPM 4.3.2 Recommend a recipient of the AMATYC ME Award to the Executive Board.

Members: Tanner (Chair), Debra Rimkus, Lisa Feinman, Julie Phelps, Kinga Oliver, Zina Stilman, Jennifer Travis, Valerie Harris, Tooraj Gordi

#### **Teaching Excellence Award Committee**

PPM 4.3.1 Select the recipients of the AMATYC TE Award in odd-numbered years.

Members: Kozak (Chair), Chris Yuen, David Torain, Debbie Garrison, Kinga Oliver, Melissa Kosch, Elizabeth Gamboa, Barbara Steinhurst, Mary Beard, Brad Pretzer

#### **Delegate Assembly Minutes Approval Committee**

PPM 4.2.3 Approve the minutes of the Delegate Assembly.

Members: Nancy Rivers, Aisha Arroyo, Michael Pemberton, David Favreault, Judy Ackerman, Michelle Duda\*  
\*ex officio

### **Other Board Administrative Committees in Policy**

#### **Investments Board**

PPM 6.12 Provides continuity of oversight of the financial assets of the AMATYC reserve funds and assures that "prudent investor" precepts are developed and followed in managing the financial assets of the AMATYC reserve funds. It is the duty of this board to implement and assure that all aspects of the AMATYC investment policy of the organization are followed with respect to the reserve funds.

Members: Bill Steenken (Chair), Wilson Gräb, Phil Mahler, Ham, Tannor\*  
\*ex officio

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

PPM 5.8.2 Approves over-budget line item expenses between Board Meetings.

Members: Tannor (Chair), Ham, Kozak, Tanner

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

PPM ch.16 Approve, monitors, and reviews biomedical and behavioral research involving humans. The AMATYC IRB is responsible for critical oversight functions for research conducted on human subjects that are *scientific, ethical, and regulatory*.

Members: Cleaves (Chair), Ham, Kozak, Ann Sitomer, Ström

### **Personnel Committee**

PPM 5.8.1 Reviews job performance evaluations of AMATYC office staff performed by the Executive Director. Creates and reviews job descriptions for appointed positions. Assists the President as needed in candidate selection. Provides the President with a list of positions that will soon be up for appointment / reappointment.

Members: Rivers (Chair), Ham, Tanner, Kozak, Tannor, Cleaves

### **Tax Review and Audit Committee**

PPM 5.8 Review AMATYC's year-end financials; Review IRS form 990 prior to its filing on May 15th; Review the Conflict of Interest Policy/completed forms; review the results of the annual audit, answer questions, and consider recommendations from the auditor.

Members: Tannor (Chair), Cleaves, Ham, Kozak, Tanner, Christy Hunsucker

### **Conference Committee**

PPM 8.3 Manage all aspects of the annual conference.

Members: Dockett (Chair), Jay Martin, Judy Williams, Darlene Winnington, Nathalie Vega-Rhodes, Honey Kirk, Penny Morris, Turi Suski

### **Other Committees (Ad hoc Committees, Task Forces, Search Committees, Other)**

#### **Executive Director Search Committee**

Conduct a search for a new Executive Director and make a recommendation to the Board.

Members: Kozak (Chair), Tanner, Sattler, Susan Wood, Fahringer

#### **Position Statement on Equity in Mathematics Task Force**

Review the current position statement on “Equal Opportunity in Mathematics.”

Members: Oaks (Chair), Damien Adams, Ben Aschenbrenner, Valdez Gant, Liz Hylton, Marilyn Mays, Jose Maria Menendez, Christine Mirbaha, Michael Pemberton, Tannor, Bruce Yoshiwara

### **Delegate Assembly Task Force**

Review and make recommendations about the membership of the Delegate Assembly.

Members: Rivers (Chair), Nicole Lang, Fahringer, Ann DeBoever, Ryan Kasha, Margaret Ehrlich, Paula Wilhite, Joshua Hammond

### **Going Green Ad Hoc Committee**

To monitor and promote AMATYC's going green program by (1) determining the feasibility of replacing some additional AMATYC printed mailings and materials with electronic versions for members who prefer the electronic version; (2) ensuring that members receive their AMATYC publications in the format they prefer (print or electronic); and (3) promoting the going green program by sending bulk emails, writing newsletter articles, or marketing the program using some other method.

Members: Tannor (Chair), Matsuoka, Dockter, Beverly Vance, Christine Shott, George Hurlburt, Anthony Piccolino

### **Social Media Task Force**

(1) To monitor AMATYC's presence on social media. (2) To identify administrators for each of AMATYC's social media sites. (3) To consider recommendations or policy related to AMATYC's social media sites or presence. These recommendations may include the format of posts, who can post, or types of posts permitted (informational, announcements, general interest, marketing, etc.). (4) To collaborate with all of AMATYC's leaders to develop a planned schedule of social media posts. And (5) To consider working with a consultant to help with the charge.

Members: Oaks (Chair), Pauley, Beatty, Georgiakaki, Nicole Lang, Nathalie Vega-Rhodes, Michael Pemberton

### **Forms Ad Hoc Committee**

(1) To compile a list of AMATYC forms including Board report forms, YM custom forms, SmartSheet forms, etc. (2) To identify the most appropriate format(s) for each form. (PDF, DOC, YM, SmartSheet, multiple). (3) To update forms as appropriate. This may include changing the DOC or PDF form format to online format. (4) To update the internal site so that all forms are up-to-date and easily searchable. And (5) To consider policy changes, if appropriate. For example, the committee may decide to delete all/some (hard copy) forms from the PPM.

Members: Fahringer (Chair), Rivers, Georgiakaki, Oaks, Beverly Vance, George Hurlburt