

**PRESIDENT**

Jim Ham  
Delta College

**PRESIDENT-ELECT**

Kathryn (Kate) Kozak  
Coconino CC

**PAST PRESIDENT**

Jane D. Tanner  
Onondaga CC

**SECRETARY**

Behnaz Rouhani  
Georgia State U, Perimeter C

**TREASURER**

David Tanner  
Muskegon Heights Academy

**NORTHEAST VP**

Sophia Georgiakaki  
Tompkins Cortland CC

**MID-ATLANTIC VP**

Dan Fahringer  
HACC—Central  
Pennsylvania's CC

**SOUTHEAST VP**

Nancy J. Rivers  
Wake Technical CC

**MIDWEST VP**

Jon Oaks  
Macomb CC

**CENTRAL VP**

Rochelle Beatty  
Kansas City Kansas CC

**SOUTHWEST VP**

April Ström  
Chandler-Gilbert CC

**NORTHWEST VP**

Sarah Pauley  
Western Wyoming CC

**WEST VP**

Eric Matsuoka  
Leeward CC

**EXECUTIVE DIRECTOR**

Anne Dudley  
Glendale CC (Emeritus)

Southwest Tennessee CC  
5983 Macon Cove  
Memphis, TN 38134  
Phone: 901.333.5643  
[amatyc@amatyc.org](mailto:amatyc@amatyc.org)  
[www.amatyc.org](http://www.amatyc.org)

# American Mathematical Association of Two-Year College

September 28, 2018

Dear AMATYC Delegate.

The 2018 Delegate Assembly will be held on **Saturday, November 17** from **3:45 - 5:45 pm** in **Coronado H** at the Disney Coronado Springs Resort in Orlando, Florida.

Attached are the 2018 Delegate Assembly Agenda and other materials for your careful review prior to our meeting. Please plan to arrive early to the meeting, check in with your regional vice president, and be seated by 3:30 pm. You will sit by region in the marked areas near the front of the room. Be sure to bring this attached packet of information to the Delegate Assembly with you.

This year, the main items of business include votes to approve three position statements and a revision of the AMATYC Bylaws. We will have forums to gather final input from members before the revisions are brought to the Assembly for your action. You are encouraged to attend the forums to hear what members have to say regarding the proposed position statements and ByLaws change.

**Ballots:** You must have a delegate ballot to vote. Ballots will be distributed by your regional vice president as you arrive on Saturday.

**Substitutes:** According to the bylaws, alternate delegates may be named by the regional vice president as the delegate replacing an affiliate or state/province delegate at the Delegate Assembly by notifying the AMATYC Secretary in writing and providing appropriate credentials in writing no later than 6 pm of the day prior to the start of the Delegate Assembly.

**Motions:** If you wish to submit a motion for consideration during the Delegate Assembly business meeting, please use the attached motion form. Please submit the motion to me in advance of the conference and Delegate Assembly meeting by email at [jimham@amatyc.org](mailto:jimham@amatyc.org).

**Items for Discussion:** As in previous years, the Delegate Assembly agenda includes open discussion at the end of the meeting. To the extent that time permits, this is an opportunity for delegates to express comments about issues related to AMATYC's mission.

Thank you very much for your service to AMATYC in this very important role. I am looking forward to seeing you in Orlando.

Respectfully,

Jim Ham  
President

/attachments

# AMATYC DELEGATE ASSEMBLY MOTION FORM

**TO:** 2018 AMATYC DELEGATE ASSEMBLY

**FROM:**

**SUBJ:**

**DATE SUBMITTED:**

## 1. MOTION:

## 2. RATIONALE:

### Action taken by Delegate Assembly on November 17, 2018

\_\_\_\_\_ Approved

\_\_\_\_\_ Postponed until

\_\_\_\_\_ Withdrawn

\_\_\_\_\_ Disapproved

\_\_\_\_\_ Returned for further study

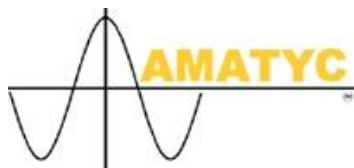
\_\_\_\_\_ Other

**COMMENTS:**



**2018 DELEGATE ASSEMBLY**  
**AGENDA**  
**THE AMERICAN MATHEMATICAL ASSOCIATION**  
**OF TWO-YEAR COLLEGES**  
**Orlando, Florida**  
**Coronado H**  
**Saturday, November 17, 2018**  
**3:45 – 5:45 pm**

- I.** Call to Order – 3:45 p.m.
- II.** Welcome and Introductions
  - Parliamentarian and Timekeeper
  - 2018-2019 Executive Board Members
- III.** Announcement of Quorum ..... Behnaz Rouhani
- IV.** Motion to Approve the Rules of Conduct
- V.** Motion to Approve the Agenda
- VI.** Motion to Approve the 2018 Minutes Review Committee
- VII.** Reports
  - A. President ..... Jim Ham
  - B. Treasurer ..... David Tannor
  - C. AMATYC Foundation ..... Jane Tanner
  - D. Strategic Planning ..... Kathryn Kozak
  - E. Conference Site Selection ..... Kathryn Kozak
  - F. AMATYC Project ACCESS
  - G. IMPACT
- VIII.** New Business
  - A. Motion: Position Statement on *Fostering Learning* ..... Paula Wilhite
  - B. Motion: Position Statement on *Addressing Factors Critical to Student Success* ..... Paula Wilhite
  - C. Motion: Position Statement on *Best Practices in Employment of Adjunct Faculty* ..... Judy King
  - D. Motion: *ByLaws Change to Delegate Assembly Composition* ..... Nancy Rivers
- IX.** Items for Discussion – Open Microphone
  - Delegates are invited to bring forward for discussion or comments issues that are related to AMATYC’s mission and goals.
- X.** Announcements
- XI.** Adjournment



## AMATYC Mission, Vision, Values

**AMATYC Mission Statement:** The American Mathematical Association of Two-Year Colleges (AMATYC) mission is 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. (Adopted by the Board on April 1, 2016)

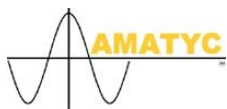
**AMATYC's Vision:** To be the leading voice and resource for excellence in mathematics education in the first two years of college. (Adopted by the Board on April 1, 2016)

**AMATYC's Tagline:** *Opening Doors Through Mathematics* (Adopted by the Board on June, 2016)

### AMATYC's Core Values

**Core Values** represent core priorities, traits, or qualities in the organization's culture that are considered worthwhile. They are timeless and unchanging. (Alphabetical Order, Approved May 2006)

Core Value:	Operational Definition:
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.



## 2018-2023 AMATYC Strategic Plan

Approved April 21, 2017

AMATYC will be guided during the years 2018-2023 by this strategic plan consisting of the five priorities below and accompanying initiatives.

### **Priority I: Advocate for mathematics educators and mathematics students.**

- A. Expand the visibility of AMATYC.
- B. Further a common vision by strengthening collaborations with other organizations.
- C. Recruit and retain individuals from under-represented groups into AMATYC membership and leadership.
- D. Attract and retain students into mathematics intensive fields, particularly students from under-represented groups.
- E. Advance seamless course and program articulation.
- F. Develop and maintain standards for mathematics education in the first two years of college.
- G. Educate the public on the AMATYC IMPACT standards and other AMATYC or national initiatives.

### **Priority II: Provide and promote professional development opportunities to faculty whose primary focus is mathematics in the first two years of college.**

- A. Create year-round AMATYC opportunities for professional development utilizing various modalities.
- B. Offer professional development focused on mentoring new faculty teaching mathematics in the first two years of college.
- C. Enhance access to high quality professional development for all mathematics faculty.
- D. Collaborate with other organizations to provide professional development opportunities.

### **Priority III: Promote research on the teaching and learning of mathematics and statistics in the first two years of college.**

- A. Encourage qualitative and quantitative research focused on student learning for a diverse range of learners.
- B. Train and support faculty who are interested in conducting research and classroom research.
- C. Pursue grants and other means of financial support for classroom research on teaching and learning.
- D. Continue to improve instructional resources based on classroom research.
- E. Advocate for the continued improvement of placement processes based on program assessment.
- F. Assist faculty, departments, and colleges to institute innovative practices informed by research.
- G. Disseminate resources and model practices for research-based teaching and learning.

### **Priority IV: Improve mathematics and statistics curricula in the first two years of college.**

- A. Seek to provide a strong and relevant mathematics curricular experience for all students.
- B. Design and refine pathways for both STEM (Science, Technology, Engineering, and Mathematics) and non-STEM students.
- C. Promote the appropriate instruction and assessment of curricula.
- D. Encourage the appropriate use of technologies to enhance student learning.
- E. Facilitate the communication of successful curricular innovations that improve student learning.

### **Priority V: Build connections within communities of educators across regions, departments, and institutions.**

- A. Enrich relationships with and provide support for AMATYC affiliate organizations.
- B. Support and increase participation in AMATYC's academic committees and AMATYC networks (ANets).
- C. Extend opportunities for local, national, and international networking to those interested in mathematics in the first two years of college.
- D. Promote a diverse community of mathematics educators which recognizes and welcomes the unique contributions of all participants.

**BYLAWS**  
**OF THE**  
**AMERICAN MATHEMATICAL**  
**ASSOCIATION OF TWO-YEAR COLLEGES (AMATYC)**

**Ratified July 2010**

**APPROVED AT THE DELEGATE ASSEMBLY, NOVEMBER 15, 2014**

**Article I Name**

The name of the association shall be the American Mathematical Association of Two-Year Colleges, Incorporated (AMATYC).

**Article II Objectives**

**Section 1** The American Mathematical Association of Two-Year Colleges, Incorporated is a non-profit, educational association.

**Section 2** The objectives of AMATYC are the following:

- A. Encourage the development of effective mathematics programs
- B. Provide a national forum for the exchange of ideas
- C. Develop and/or improve the mathematics education and mathematics related experiences of students in two-year colleges
- D. Coordinate activities of affiliated organizations on the national level
- E. Promote the professional welfare and development of its members.

**Article III Membership**

**Section 1** Membership Categories

Membership in AMATYC shall be restricted to the following:

- A. Regular membership – Available to any full- or part-time teacher of mathematics or other person interested in two-year college mathematics education. A regular member must complete the proper forms and pay the established dues. An individual may purchase a lifetime regular membership by completing the appropriate forms and paying the established rates.
- B. Student membership – Available to any full- or part-time student of mathematics or related discipline. A student member must not also be a full- or part-time teacher, must be

endorsed by a regular member, and must complete the proper forms and pay the established dues.

C. Adjunct membership – Available to any teacher of mathematics who is not employed full-time in any post-secondary educational institution. An adjunct member must complete the proper forms and pay the established dues.

D. Retired membership – Available to any retired teacher of mathematics or other retired person who is not employed full- or part-time in any educational institution. A retired member must complete the proper forms and pay the established dues.

E. Institutional membership – Available to any college, university, learning center, publisher, manufacturer, or similar entity that supports the purposes of the association. A designated representative of an institutional member must complete the proper forms and pay the established dues.

## Section 2 Membership Privileges

A. A regular member has the right to vote, hold elected office, be appointed to leadership positions, nominate candidates for office, serve on committees as a voting member, and be appointed as a delegate in the Delegate Assembly.

B. Adjunct, retired, and student members have the right to nominate candidates for office and serve on committees, but do not have the right to vote, hold elected office, be appointed to leadership positions, or be appointed as a delegate in the Delegate Assembly.

C. Individuals who are eligible for adjunct, retired, or student membership may choose to complete the proper forms and pay the established dues to become a regular member to obtain all the privileges of a regular member.

D. The representative of an institutional member has the right to nominate candidates for office, but does not have the right to vote, hold elected office, be appointed to leadership positions, serve on committees as a voting member, or be appointed as a delegate in the Delegate Assembly, unless that individual is also a regular member of the association.

## Section 3 Membership Year

The membership year shall consist of twelve months. The beginning date for each month shall be the first day of the calendar month.

## Section 4 Dues

A. Annual membership dues are paid by all members, except lifetime members.

B. Annual regular AMATYC membership dues are set every two years by applying the Consumer Price Index - Urban Consumers CPI-U for the last two consecutive years that begin with an even-numbered year to the current dues and rounding up to the nearest whole dollar. This adjusted rate is set at the Spring Executive Board Meeting in odd-numbered years, with the change taking place on July 1 of the following even-numbered year.

C. In the event that there is a need for a change other than the calculated rate, as determined in Article III.4.B., the new rate must be brought to the Delegate Assembly prior to the change taking effect for approval.

#### Article IV Affiliated Organizations

Section 1 Any organization interested in affiliating with AMATYC must recognize AMATYC as a prime national organization concerned with the first two years of college mathematics instruction. This is done by voting for affiliation with AMATYC. Applications for affiliation must be approved by the AMATYC Executive Board.

Section 2 An affiliated organization has the following responsibilities:

A. The membership lists of the organization shall be forwarded to the appropriate AMATYC Regional Vice-President by June 30 in even-numbered years.

B. Membership in AMATYC should be encouraged for all the affiliate's members.

C. Each affiliate organization will appoint AMATYC members to serve as affiliate delegates to the Delegate Assembly as discussed in Article VII.

#### Article V Elected Officers

Section 1 The elected officers of AMATYC shall be called the Executive Board and shall be the national officers: a President, President-Elect, Immediate Past President, Treasurer, and Secretary, and the regional officers, a Northeast Regional Vice-President, Mid-Atlantic Regional Vice-President, Southeast Regional Vice-President, Midwest Regional Vice-President, Central Regional Vice-President, Southwest Regional Vice-President, Northwest Regional Vice-President, and West Regional Vice-President.

Section 2 Only regular members are eligible to hold elected office.

#### Section 3 Terms of Office

A. The term of office for all elected officers, except for the Treasurer, is two years; beginning on January 1 in even-numbered years and ending on December 31 in the next odd-numbered year. The term limit for all officers, except for the President-Elect, President, Immediate Past President, and Treasurer, is three full successive elected terms in the same office.

B. The term limit for the President-Elect, President, and Immediate Past President is one full elected term in the same office. The President-Elect automatically succeeds the President at the end of the President's term or when the President leaves office permanently. The President automatically succeeds the Immediate Past President at the end of the President's term. The Immediate Past President may not be elected as President-Elect.

C. The term of the office for the Treasurer is four years, beginning on January 1 in even-numbered years and ending on December 31 in the second subsequent odd-numbered year. The term limit for the Treasurer is two full successive elected terms in that office.



#### Section 4      Duties of elected officers

All elected officers shall promote and coordinate the activities of the association, perform all duties according to policy, and perform all other duties that regularly pertain to the office. Specific duties of each office are as follows:

A.      President:

1.    Prepare the agenda for all association, Delegate Assembly, and Executive Board meetings.
2.    Preside at all general meetings of the association, the Delegate Assembly, and the Executive Board.
3.    Act as ex-officio member of all committees except the Nominating Committee.
4.    Nominate, for approval by the Executive Board, the chairperson of all committees, except the Nominating Committee, Strategic Planning Committee, and Organizational Assessment Committee.
5.    Appoint the chairs of ad hoc committees and task forces.
6.    Appoint an acting chairperson of a committee when a vacancy occurs.
7.    Appoint Special Appointees to perform duties as designated with approval of the Executive Board.
8.    Meet with the Executive Directors and/or Presidents of other organizations who share similar concerns and interests to discuss items of mutual benefit and to establish a working relationship with them.

B.      President-Elect

1.    Act as president in the absence of the President.
2.    Serve as the chairperson of the Strategic Planning Committee and the Organizational Assessment Committee.
3.    Maintain a policy and procedures manual in conjunction with the Secretary and the AMATYC Office.

C.      Immediate Past President

1.    Chair the Nominating Committee.
2.    Administer the election of officers.

D. Secretary

1. Keep an accurate, permanent record of the proceedings of meetings of the association, Delegate Assembly, and Executive Board.
2. Maintain updated lists of delegates and affiliate presidents.
3. Furnish agendas and minutes of all meetings to the appropriate people and ensure that the official minutes of the organization are securely archived.
4. Assist the President-Elect in maintaining a policy and procedures manual.

E. Treasurer

1. Ensure that all financial records, funds, receipts, and disbursements of the association are accurately maintained.
2. Present a written financial report at each regular business meeting and each Executive Board meeting.
3. Certify the size of the membership by region and category.
4. Prepare an annual organizational budget and present it to the Executive Board for approval at the fall meeting.
5. Obtain approval of the Executive Board or designee for expenditures that exceed budgeted amounts.
6. The outgoing Treasurer will complete the financial responsibilities pertaining to the conference at the end of the term of office.

F. Regional Vice-Presidents

1. Serve as the liaison between AMATYC and its affiliated organizations.
2. Appoint state/province delegates per Article VII.
3. Serve as a member of the membership committee. One Regional Vice-President shall serve as chair.
4. Recruit and retain members within their regions.

Section 5 Elections

The Executive Board shall conduct elections for officers in each odd-numbered year. Each regular member as of June 30 of that year shall be eligible to vote. Elections shall be by secret ballot. Announcement of the dates, format, and candidates of the election shall be made in writing or electronically to the membership at least 30 days prior to the beginning of the vote. Candidates who receive a plurality of the votes for a particular office shall be

elected. If the number of votes for two candidates for the same office are tied, then a random process shall be used to determine the winner.

## Section 6      Vacancies

In the event that an officer other than the President, President-Elect, or Treasurer leaves office before the expiration of the regular term, the president, with the approval of the Executive Board, shall appoint a replacement for the remainder of the term. A vacancy in the office of President-Elect shall be filled by a special election following procedures established by the Executive Board. In the event that the Treasurer leaves office before the expiration of the regular term, the President, with the approval of the Executive Board, shall appoint a replacement until the next regularly scheduled election, regardless of whether this election falls on the four-year cycle for election of a Treasurer. The newly elected Treasurer would serve a full four-year term and this four-year term will form the basis for future Treasurer terms and elections.

## Article VI Executive Board

Section 1      The elected officers shall serve as the Executive Board and are responsible for conducting the affairs of the association.

### Section 2      Duties of the Executive Board

- A.      Approve the chairperson of each committee, except the Nominating Committee, Strategic Planning Committee, Organizational Assessment Committee, ad hoc committees, and task forces.
- B.      Recommend dues changes to the Delegate Assembly per Article III.4.
- C.      Recommend bylaw changes to the Delegate Assembly.
- D.      Select cities and dates for the annual conference.
- E.      Approve the annual budget.
- F.      Appoint special committees as needed to carry out the purposes of the association.
- G.      Make special appointments for persons to perform duties as designated.
- H.      Authorize a designated officer or officers, agent or agents of AMATYC, in addition to the officers so authorized by these bylaws, to implement and oversee, on behalf of AMATYC, a project, program or activity conducted jointly by AMATYC and one or more outside entities, to be called a partnership. This partnership is approved by the AMATYC Executive Board. Such authority must be in writing and be confined to specific instances as outlined in a partnership agreement which is approved by the Executive Board and signed by AMATYC and the partnership entity.
- I.      Perform all other duties according to policy.
- J.      Perform all other duties that are necessary for the functioning of the association.

Section 3 A majority of the members of the Executive Board shall constitute a quorum to enact the business of AMATYC. This majority must include at least two of the national officers.

Section 4 Regular meetings of the Executive Board may be called by the President or seven members of the Executive Board two of which must be national officers. Written or electronic notification of all regular meetings must be given to all Board members at least 30 days prior to the start of the meeting. Announcements of regular Executive Board meetings must be published on the AMATYC website at least two weeks prior to the beginning of the meeting. At least two regular meetings must be held annually, one during the spring and a second during the fall.

#### Section 5 Action between Regular Meetings

A. In circumstances as determined by the President or seven members of the Executive Board, at least two of which are national officers, business may be conducted between regular meetings of the Executive Board by means of mail, fax, email or conference calls. The same quorum that applies to regular meetings is required at these meetings to conduct the business of AMATYC.

B. All actions resulting from a mail, fax, email or conference call vote shall be documented, distributed, and archived by means of a report from the Secretary in the Executive Board minutes of the regular meeting that takes place immediately following the action.

C. Written or electronic notification of all proposed actions presented between regular meetings must be given to all Board members at least 72 hours before discussion or voting occurs.

#### Article VII Delegate Assembly

Section 1 The association shall have an annual business meeting (Delegate Assembly) in conjunction with its annual conference. Notice of the Delegate Assembly meeting shall be publicized in writing or electronically at least one month in advance.

Section 2 The Delegate Assembly shall be composed of delegates who are regular members of AMATYC as follows:

##### A. State/Province Delegates

1. There should be at least two state/province delegates from each state and province appointed for a term of two years by the appropriate Regional Vice-President. Terms of state/province delegates shall commence on April 1, or date of appointment, whichever is later, and terminate on March 31, in odd numbered years.
2. States and provinces with more than 50 two-year colleges, as defined in Article VII.2.H., are permitted one additional state/province delegate for each 25 two-year colleges or fraction thereof above 50.

3. An alternate delegate from the same state/province may be appointed to serve as delegate in place of a state/province delegate who is unable to attend the Delegate Assembly.
- B. Each Affiliate President, who is also a regular AMATYC member, in office at the time of the Delegate Assembly is a delegate to the Delegate Assembly to represent their affiliate organization.
- C. Affiliate Delegates
1. Each affiliate organization may appoint one additional affiliate delegate for each 50 affiliate organization members or fraction thereof who are also AMATYC members, as defined in Article VII.2.I. Term of appointment will be determined by the affiliate.
  2. An alternate delegate from the same affiliate may be appointed to serve as delegate in place of an affiliate delegate who is unable to attend the Delegate Assembly.
- D. Each Executive Board officer is a delegate.
- E. Each AMATYC Past President is a delegate.
- F. Each AMATYC academic committee chair is a delegate.
- G. Additional delegates to represent countries not specified in Section XI may be appointed by the Executive Board.
- H. An official listing of names and numbers of two-year colleges by state and province is prepared jointly by the AMATYC office and each corresponding Regional Vice-President and approved at the fall board meeting in even-numbered years. These numbers are used for two years and take effect after the fall meeting in even-numbered years, and are maintained by the AMATYC office.
- I. An official listing of names and numbers of affiliate organization members who are also AMATYC members on June 30 in even-numbered years is prepared jointly by the AMATYC office and each corresponding Regional Vice-President and approved at the fall board meeting in even-numbered years. This listing is used for two years, takes effect after the fall meeting in even-numbered years, and is maintained by the AMATYC office.
- J. No delegate at the Delegate Assembly is entitled to more than one vote.
- K. Regional Vice-Presidents shall submit a list of affiliate and state/province delegates to the AMATYC Secretary no later than thirty (30) days prior to the start of the Delegate Assembly.
- L. Alternate Delegates may be named by the Regional Vice-President as the delegate replacing an affiliate or state/province delegate at the Delegate Assembly, by notifying the AMATYC Secretary in writing and providing appropriate credentials in writing no later than 6 pm of the day prior to the start of the Delegate Assembly.

Section 3      The Delegate Assembly's responsibilities are to:

- A.      Vote on all dues changes as submitted by the Executive Board, in accordance with Article III.4.C.
- B.      Vote on bylaw changes submitted to the Delegate Assembly.
- C.      Present written recommendations to the Executive Board to be considered at the following Executive Board meeting.
- D.      Approve position statements as presented by the Executive Board per Article IX.

Section 4      Each state/province delegate shall perform the following duties:

- A.      Represent that delegate's state/province at the Delegate Assembly meeting at the annual conference.
- B.      Keep the Regional Vice-President abreast of the activities and concerns of members from the delegate's state.
- C.      Assist the Regional Vice-President in promoting membership and activities for AMATYC in the state/province.
- D.      Perform all duties according to policy.

Section 5      Each affiliate delegate shall perform the following duties:

- A.      Represent the affiliate organization at the Delegate Assembly meeting at the annual conference.
- B.      Keep the Regional Vice-President abreast of the activities and concerns of members from the delegate's affiliate.
- C.      Assist the Regional Vice-President in promoting membership and activities for AMATYC at the affiliate meetings.
- D.      Perform all duties according to policy.

Section 6      The number of delegates necessary for a quorum in the Delegate Assembly shall be twenty-five (25) percent of the number of delegates identified in Section 2 of this Article.

#### Article VIII Committees

Section 1      Types of committees

- A.      Committees fall into three general categories: Administrative Committees, Academic Committees, and Ad Hoc Committees and Task Forces. Administrative and academic committees are standing committees.

B. All members of association committees must be AMATYC members. Non-AMATYC members may participate in academic committee work in a nonvoting capacity.

## Section 2 Administrative Committees

### A. Purpose

Administrative committees support the general functioning of the association.

### B. Established administrative committees

The following administrative committees are established by these bylaws.

1. Nominating Committee
2. Membership Committee
3. Strategic Planning Committee
4. Finance Committee
5. Foundation Board
6. Organizational Assessment Committee
7. Professional Development Committee

### C. Objectives of the established administrative committees

The general objectives of each of the committees in part B are the following:

1. The Nominating Committee shall establish election procedures and, consistent with policy and Executive Board direction, recommend a slate of nominees for Executive Board approval.
2. The Membership Committee shall develop and implement strategies to solicit new members and retain existing members.
3. The Strategic Planning Committee shall develop and publish the AMATYC Strategic Plan.
4. The Finance Committee oversees the budget development and serves in an advisory capacity to the Treasurer and Executive Board.
5. The Foundation Board shall raise and disburse funds to support the mission of AMATYC.
6. The Organizational Assessment Committee shall coordinate the planning and implementation of assessment of AMATYC programs and activities.

7. The Professional Development Committee shall monitor, coordinate, and evaluate AMATYC's professional development efforts in order to provide the membership with high quality opportunities and a wide breadth of activities.

D. Other Administrative Committees

Other administrative committees may be created and discharged as needed by the Executive Board to support the general functioning of the association.

Section 3 Academic Committees

A. Purpose

Academic committees support the general professional purposes and mission of the association, as stated in Article II and in the association's mission statement.

B. Establishment of academic committees

Academic committees are established and discharged by the Executive Board. Their designations and specific purposes will change as the needs of the association change. Each academic committee shall have a chair, nominated by the President and approved by the Executive Board.

C. Duties of an Academic Committee Chairperson

The chairperson of each academic committee shall perform the following duties:

1. Chair the meetings of the academic committee.
2. Coordinate the activities of the academic committee.
3. Prepare the annual budget of the academic committee and submit it to the Treasurer according to the established schedule.
4. Prepare reports of the academic committee's activities and submit them to the President according to the established schedule.
5. Perform all duties according to policy.
6. Perform all other duties necessary for the academic committee to function and accomplish its goals.

Section 4 Ad Hoc Committees and Task Forces

A. Establishment

Ad hoc committees and task forces may be approved and formed by the Executive Board and/or Delegate Assembly when deemed necessary by those entities.

B. Purpose and duration



The purpose of ad hoc committees and task forces shall be determined when they are established. A termination date shall be designated at the time of establishment.

## Article IX Position Statements

### Section 1 Purpose of Position Statements

Position statements represent a declaration by the organization on issues of interest to two-year college mathematics educators, and may be initiated by an academic committee, an affiliate organization, or an individual AMATYC member.

### Section 2 Process for Development of Position Statements

The process for development of a position statement must conform to the following guidelines.

- A. A proposal for a position statement must be referred to, or begin with, an appropriate academic committee or task force created by the Executive Board. That committee or task force chooses to pursue or not to pursue the statement. The committee or task force is responsible for development of a proposed position statement.
- B. A schedule for the process of review of proposed position statements by committees, Executive Board, and Delegate Assembly, shall be established by the Executive Board. This schedule must provide timely notice to all AMATYC members of the proposed statement.
- C. The chairperson of an academic committee or task force shall submit the draft position statement to the Executive Board for its review and approval.
- D. If endorsed by the Executive Board the proposed position statement shall be submitted to the Delegate Assembly for review and approval.
- E. In the absence of Executive Board endorsement, the Delegate Assembly may vote to review a proposed position statement by a vote of 2/3 of the delegates at the Delegate Assembly, provided that timely notice was provided to all AMATYC members.
- F. If approved by the Delegate Assembly the proposal becomes an AMATYC position statement.

## Article X Removal From Office

Section 1 Executive Board members may be removed from office by a 3/4 vote of the Executive Board, with or without cause, if the action is deemed to be in the best interest of the association.

Section 2 Persons appointed to positions within the association may be removed from those positions by a 2/3 vote of the Executive Board.

Section 3 The affirmative vote of the Executive Board for removal of a person from an appointed or elected position is an authorization for the President to take the steps necessary for that removal.

## Article XI AMATYC Regions

Section 1       The AMATYC organizational membership shall be divided into the regions as follows:

### Region 1 – Northeast:

Connecticut, Maine, Massachusetts, New Hampshire, New York, Rhode Island, Vermont; New Brunswick, Newfoundland, Nova Scotia, Ontario, Prince Edward Island, Quebec

### Region 2 – Mid-Atlantic:

Delaware, District of Columbia, Maryland, New Jersey, Pennsylvania, Virginia, West Virginia

### Region 3 – Southeast:

Alabama, Florida, Georgia, Louisiana, Mississippi, North Carolina, South Carolina, Tennessee, Puerto Rico, Virgin Islands and other Caribbean Islands

### Region 4 – Midwest:

Illinois, Indiana, Kentucky, Michigan, Ohio, Wisconsin

### Region 5 – Central:

Colorado, Iowa, Kansas, Minnesota, Missouri, Nebraska, North Dakota, South Dakota; Manitoba, Saskatchewan

### Region 6 – Southwest:

Arizona, Arkansas, New Mexico, Oklahoma, Texas; Mexico

### Region 7 – Northwest:

Alaska, Idaho, Montana, Oregon, Washington, Wyoming; Alberta, British Columbia, Northwest Territories, Nunavut, Yukon Territory, other International Locations

### Region 8 – West:

California, Hawaii, Nevada, Utah; Pacific Islands

Section 2       A member's region is determined by the location of the individual's primary professional contributions related to AMATYC's objectives (Article II).

## Article XII Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order, Newly Revised shall govern AMATYC in all cases in which they are applicable and in which they are not inconsistent with these bylaws.

## Article XIII Amendment

These bylaws may be amended by the delegates at the Annual Delegate Assembly by a two-thirds (2/3) vote of those delegates voting, provided that written or electronic notification of the proposed text changes and the clear purpose of the amendment has been sent to all delegates at least thirty (30) days prior to the Delegate Assembly and a hearing on the proposed changes is convened at the annual conference at least a day before the beginning of the Delegate Assembly. Proposed amendments to these bylaws may be presented to the Executive Board by any member, and shall be processed by the Executive Board, for approval by the Delegate Assembly.

## Article XIV Dissolution

In the event of dissolution, the assets and property of the corporation remaining after payment of expenses and the satisfaction of all liabilities shall be distributed as determined by the Executive Board or as may be determined by a court of competent jurisdiction upon application of the Executive Board, for the non-profit purposes of the corporation and/or to such charitable, literary, and educational organizations as shall qualify under Section 501c3 of the Internal Revenue Code of 1954, as amended. Any of such assets not so distributed shall be disposed of for such purposes as directed by a Justice of the Supreme Court of the State of New York or such other court having jurisdiction over the corporation.

**American Mathematical Association of Two-Year Colleges  
DELEGATE ASSEMBLY MINUTES  
November 11, 2017  
3:45 to 4:17 PM  
Sheraton San Diego Hotel & Marina  
San Diego, California**

**I. Call to Order**

President Jane Tanner called the meeting to order at 3:45 PM.

**II. Welcome and Introductions**

President Tanner welcomed the delegates and announced that Chuck Nolan was appointed as Parliamentarian and Timekeeper. President Tanner also introduced the members of the 2016-2017 Executive Board.

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

**III. Announcement of Quorum**

Secretary Michelle Duda announced a delegate count of 165 out of 231 delegates and stated that there was a quorum. The final breakdown of the delegate count is as follows:

17 from the Northeast Region, 14 from the Mid-Atlantic Region, 23 from the Southeast Region, 34 from the Midwest Region, 26 from the Central Region, 15 from the Southwest Region, 11 from the Northwest Region, and 25 from the West Region.

**IV. Approval of the Rules of Conduct**

**MOTION** to approve the rules of conduct.

Motion made by James Adair, affiliate president, TMATYC, Southeast Region. Motion was seconded by Liz Hylton, Northwest Vice President.

**Motion approved**

**V. Approval of the Agenda**

**MOTION** to approve the agenda.

Motion made by Steven Krevisky, state delegate, Connecticut, Northeast Region. Motion was seconded by Jane-Marie Wright, state delegate, New York, Northeast Region.

**Motion approved**

## **VI. Minutes Review Committee Report**

President Tanner reported that the minutes from the 2016 Delegate Assembly were reviewed, revised, and approved by the 2016 Delegate Assembly Minutes Review Committee, chaired by Dan Fahringer, Mid-Atlantic Vice President.

The report was received in the Delegate Assembly Packet.

## **VII. Minutes Review Committee**

**MOTION** to approve the Minutes Review Committee for the 2017 Delegate Assembly. The committee consists of Nancy Rivers, Southeast Vice President, chair; Aisha Arroyo, state delegate, Massachusetts, Northeast Region; Michael Pemberton, affiliate delegate, MichMATYC, Midwest Region; David Favreault, affiliate president, ORMATYC, Northwest Region; and Judy Ackerman, AMATYC Past President, Mid-Atlantic Region. Michelle Duda, 2016-2017 AMATYC Board Secretary, Midwest Region, is an ex officio member of the committee.

Motion made by Anna Cox, affiliate president, MichMATYC, Midwest Region. Motion was seconded by Stefan Baratto, affiliate delegate, ORMATYC, Northwest Region.

**Motion approved**

## **VIII. Reports**

### **A. President's Report: Jane Tanner**

The report was received in the Delegate Assembly Packet.

Additional item to include:

- The total attendance for the 2017 AMATYC Annual Conference, including guests, was 1676.

### **B. Treasurer's Report: David Tannor**

The report was received in the Delegate Assembly Packet.

### **C. AMATYC Foundation: Nancy Sattler**

The report was received in the Delegate Assembly Packet.

Nancy thanked the membership for their generosity. A total of \$23,918 was donated to the AMATYC Foundation. The Midwest Region had the highest participation rate (96%) and the Midwest Region contributed the highest total dollar amount (\$8885). Paul Drelles from West Shore Community College in Scottville, MI won a one-year AMATYC membership. Anna Cox from Kellogg Community College in Battle Creek, MI won a two-year AMATYC membership.

### **D. AMATYC IMPACT: Nancy Sattler**

Nancy encouraged members to provide feedback on the *AMATYC IMPACT* document through the *AMATYC IMPACT Live* webpage. The committee will also be soliciting feedback from sister

institutions of AMATYC. A motion to approve the philosophy and spirit of the document will be voted on during the new business portion of the Delegate Assembly.

**E. Strategic Planning: Jim Ham**

The report was received in the Delegate Assembly Packet.

The 2012-2017 Strategic Plan will be retired at the end of this year. The 2018-2023 Strategic Plan will first be used during the 2018 Strategic Planning and Orientation Meeting in January.

**F. 2023 Conference Site Selection: Jim Ham**

Negotiations are ongoing for the 2023 AMATYC Annual Conference.

**G. Report on AMATYC Project ACCCESS: Christy Hediger**

The report was received in the Delegate Assembly Packet.

Christy Hediger is completing her first year as AMATYC Project ACCCESS Coordinator. There are 24 new Project ACCCESS fellows this year (Cohort 14).

**IX. New Business**

**A. Position Statement on *Mathematics for Students in Two-Year Terminal Programs*: Stefan Baratto**

**MOTION** That the AMATYC Delegate Assembly approve the position statement entitled *Mathematics for Students in Two-Year Terminal Programs*. (ATTACHMENT A)

Motion made by Stefan Baratto, Mathematics and its Application for Careers Committee.

**Motion approved**

**B. *AMATYC IMPACT*: Mary Beth Orrange and Nancy Sattler**

**MOTION** That the AMATYC Delegate Assembly endorse the philosophy and spirit of the document *AMATYC IMPACT: Improving Mathematical Prowess and College Teaching*.

Motion made by Nancy Sattler, Mathematics Standards in the First Two Years Committee.

**Motion approved**

**X. Items for Discussion - Open Microphone**

Issues raised:

- Steven Krevisky, state delegate, Connecticut, Northeast Region. Steve encouraged the AMATYC Executive Board's continued support of the 2020 International Congress on Mathematical Education (ICME) in Shanghai, China and the 2018 International Conference on Teaching Statistics (ICOTS) in Kyoto, Japan.

## **XI. Announcements**

### **A. Announcement of the 2018-2019 Executive Board:**

- Jim Ham – President
- Kathryn Kozak – President-Elect
- Jane Tanner – Past President
- David Tannor – Treasurer
- Behnaz Rouhani – Secretary
- Sofia Georgiakaki – Northeast VP
- Dan Fahringer – Mid-Atlantic VP
- Nancy Rivers – Southeast VP
- Jon Oaks – Midwest VP
- Rochelle Beatty – Central VP
- April Strom – Southwest VP
- Sarah Pauley – Northwest VP
- Eric Matsuoka – West VP

The Board will serve a two-year term commencing January 1, 2018.

### **B. The nominating committee for the 2019 election was appointed:**

- Crystal Wiggins – Northeast
- Matthew Prager – Mid-Atlantic
- Eddie Britt – Southeast
- Steve Kifowit – Midwest
- Curtis Mitchell – Central
- Jennifer Travis – Southwest
- Timothy Lackner – Northwest
- Froozan Afiat – West
- Nicole Lang – Member At Large
- Barbara Leitherer – Member At Large
- Chris Oehrlein – Member At Large

The nominating committee will be chaired by Jane Tanner as Past-President during the 2019 election cycle.

### **C. Changes to the AMATYC By-Laws: Delegate Assembly Composition**

Last year during the Delegate Assembly in Denver, CO, Nancy Rivers, Southeast Vice President, informed those present that a task force was looking at the composition of the Delegate Assembly and how the number of state/province delegates and affiliate delegates are determined. At that time, Nancy asked for input and received none. The task force presented a proposed plan to the AMATYC Executive Board at their 2017 Spring Board Meeting. The feedback from the Board led to a revised proposal. The spirit of the revised proposal was approved by the Board at the 2017 Fall Board Meeting here in San Diego.

## 2017 Delegate Assembly Minutes

The task force will continue to refine the plan over the next four months and present their proposed By-Laws changes at the 2018 Spring Board Meeting. With Board approval, the proposed By-Laws changes would then be shared with the affiliates and our membership for their comments and feedback. If all proceeds as planned, there will be a forum in Orlando and the motion to change the By-Laws will be put on the floor at the 2018 Delegate Assembly. Nancy asked those present that when the proposed changes are sent out for feedback to please give well-considered, constructive comments and suggestions.

President Jane Tanner thanked the San Diego Local Events Coordinator, Tammi Marshall, the Local Events Committee, Keven Dockter, and the Conference Committee for their hard work on the San Diego Conference. She also thanked parliamentarian, Chuck Nolan, and all the delegates to the assembly.

### **XII. Adjournment**

The meeting adjourned at 4:17 PM.



## ATTACHMENT A

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

The American Mathematical Association of Two-Year Colleges (AMATYC) recognizes that a substantial number of students attending two-year colleges are enrolled in terminal programs tied to specific career paths. Mathematics courses required for these students are generally the 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 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:

- Content should emphasize occupational mathematics skills directly 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 prerequisites for the calculus sequence.
- For discipline-specific mathematics courses, faculty from 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 that are authentic in nature and reflective of the students' majors.
- While problem solving and learning how to apply mathematical concepts are essential, mathematical integrity must also be preserved. Content and pedagogy need to promote critical thinking, logic, communication, and other higher-thinking skills that go beyond algorithmic procedures. To meet this expectation, courses specifically designed to meet degree requirements should be above the Foundation level (as defined in *Crossroads*).
- Courses should be developed by full-time faculty who do the initial background work to tap into the occupational resources required. Courses also need to be consistently monitored to ensure the content remains valid and appropriate.

### Reference

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

# Duties of AMATYC Delegates

## Responsibilities of the Delegate Assembly

1. To vote on all dues changes as submitted by the Executive Board.
2. To vote on constitution changes approved by the Executive Board prior to submission for membership ratification.
3. To present written recommendations to the Executive Board to be considered at the following Executive Board meeting.
4. To approve position statements as presented by the Executive Board. Policy-making procedure has been formalized. Each committee chair submits statements (position statements, etc.) to the AMATYC Editing Director. Following its approval, the statement can be submitted to the Executive Board for its review. An open hearing is then held at an AMATYC conference. The statement is then brought before the Delegate Assembly. If the Delegate Assembly approves, the statement will then become AMATYC policy. The Delegate Assembly has the option of overriding a Board decision if 2/3 of the AMATYC delegates present approve bringing it to the Delegate Assembly for vote. Documents submitted must have the word "draft" written on every page until approval is granted.

## Duties of state/province delegates

1. Attend Delegate Assembly (no reimbursement).
2. Appoint campus representatives for the colleges assigned to him/her by the Regional Vice President.
3. Actively solicit membership in AMATYC, especially membership of campus representatives.
4. Assist the Regional Vice President in updating the list of potential AMATYC members from his/her state/province.
5. Assist the Regional Vice President in updating the directory of two-year colleges in his/her state/province.
6. Furnish the Regional Vice President with a calendar of activities and concerns of members from the state/province for possible inclusion in the regional page of the *AMATYC News*.
7. Encourage articles for the *MathAMATYC Educator* and other AMATYC publications.

## Duties of campus representatives

1. Assist the state/province delegate in promoting the activities of the association at his/her campus.
2. Forward a list of possible candidates for AMATYC membership to the assigned state/province delegate.
3. Assist the assigned state/province delegate and/or the Regional Vice President in updating the directory of two-year colleges in the state/province.
4. Keep the Regional Vice President aware of the changing curriculum patterns at his/her college by sending news related items to the assigned delegate.
5. Furnish the Regional Vice President items of interest from his/her school for the *AMATYC News* according to schedule.
6. Encourage colleagues to submit articles to the *MathAMATYC Educator*.
7. Solicit AMATYC institutional membership at home institution.

# **Rules of Conduct for AMATYC Delegate Assembly**

## ***Debate***

Three microphones are set up for participant use. On the left and right sides of the room are pro and con microphones, respectively. In the middle is the “process” microphone. The middle microphone is used to make an original motion, to call for the question, to clarify, or to rise to a point of order. If the maker of the original motion wishes to speak to the motion, he/she may do so after the motion is stated by the chair. In the interest of time, the maker of the motion only may speak to the motion from the center microphone. All other speakers, pro and con, must use the pro and con microphones. All persons who speak must give their name and delegate status before speaking.

Amendments and motions to table are considered “con” and must be made from the con microphone. Debate begins with the maker of the original motion. Debate alternates between pro and con with the maker of the original motion considered pro. When there are no speakers left, debate ends and the vote is taken. No speaker may speak to a motion more than two times. Time limits may be imposed on debate either by the chair or by a vote of the body. An initial limit of five minutes will be used.

Only members of the Delegate Assembly are permitted to sit at the front of the room. Delegates must have delegate passes in order to vote.

## ***Other Times (no motion on the floor)***

The rules above are in effect any time a motion is on the floor. If no motion is under consideration, speakers may use any of the three microphones.

## ***Open Discussion***

Open discussion by delegates at the end of the Delegate Assembly is encouraged. At this time, delegates may present appropriate topics for consideration.

Topics presented must be clearly related to the purposes of AMATYC. The president shall interrupt and rule a speaker out of order if remarks do not lie within these guidelines.

A two-minute limit per delegate is observed. After hearing the topic and rationale, the president may open discussion on the topic, move to the next topic, or assign the topic to an appropriate committee for further discussion.

## Delegate Assembly Minutes Approval Procedure

1. At each Delegate Assembly, a Minutes Review Committee of five voting members shall be recommended by the President and approved by motion of the Delegate Assembly. The committee chair shall be a continuing Regional Vice President, or if none, another continuing officer other than the President and the other members shall include a state delegate, an affiliate delegate, and affiliate president and an AMATYC Past---President. The committee will meet briefly at the close of the Delegate Assembly.
2. The AMATYC Secretary shall supply a draft copy of the minutes to the committee within 14 days after the Delegate Assembly. The chair should have an electronic document version for editing.
3. The committee chair shall receive suggestions from the committee, collate and synthesize the suggestions and forward suggestions to the Secretary. The chair should use a review process that ensures that a majority of the committee members are satisfied with the proposed changes.
4. The committee chair will conduct an email ballot to approve the minutes. A majority of the committee must approve the minutes. These approved minutes will be sent to the AMATYC Secretary within 60 days of the Delegate Assembly.
5. A copy of the approved minutes will be included in the delegate packet.
6. At the following Delegate Assembly the committee chair will report that the minutes were reviewed, corrected, and approved by the Minutes Review Committee.

At each Delegate Assembly, a motion of the Delegate Assembly shall appoint a Minutes Review Committee of five voting members.

Qualifications	Name	Affiliation
Regional Vice President (Chair)		
State Delegate		
Affiliate Delegate		
Affiliate President		
AMATYC Past President		AMATYC Past President

# AMATYC DELEGATE ASSEMBLY MOTION FORM

**TO:** 2018 AMATYC DELEGATE ASSEMBLY

**FROM:** Jim Ham, AMATYC President

**SUBJ:** Delegate Assembly Minutes Approval Committee

**DATE SUBMITTED:** September 28, 2018

## 1. MOTION:

That the membership of the Minutes Review Committee for the 2018 AMATYC Delegate Assembly be approved as listed in the attachment.

## 2. RATIONALE:

The Delegates Assembly Minutes Approval Procedure as listed in the AMATYC Policy and Procedures Manual, section 4.2.3 states:

At each Delegate Assembly, a Minutes Review Committee of five voting members shall be recommended by the President and approved by motion of the Delegate Assembly. The committee chair shall be a continuing Regional Vice President, or if none, another continuing officer other than the President and the other members shall include a state delegate, an affiliate delegate, and affiliate president and an AMATYC Past-President. The committee will meet briefly at the close of the Delegate Assembly.

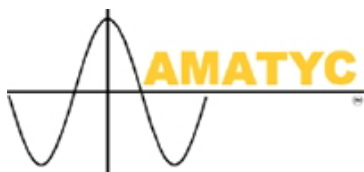
## Action taken by Delegate Assembly on November 17, 2018

<input type="checkbox"/> Approved	<input type="checkbox"/> Postponed until	<input type="checkbox"/> Withdrawn
<input type="checkbox"/> Disapproved	<input type="checkbox"/> Returned for further study	<input type="checkbox"/> Other

**COMMENTS:**

## Proposed members of the Minutes Review Committee for the 2018 Delegate Assembly

Qualifications	Name	Affiliation
Regional Vice President (Chair)		
State Delegate		
Affiliate Delegate		
Affiliate President		
AMATYC Past President		AMATYC Past President



## President's Report 2018 AMATYC Delegate Assembly Jim Ham

I am pleased to report that AMATYC membership and conference attendance are thriving, its financial house is in order, and that the collective membership is advancing numerous initiatives that will help AMATYC achieve its mission: *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.* Below are some highlights from 2018.

A sequel to *Crossroads* and *Beyond Crossroads*, **IMPACT: Improving Mathematical Prowess and College Teaching**, was published earlier in the year. A companion website entitled, *IMPACT Live!*, has been created and will be accumulating artifacts to support the standards for years to come.

Prior to the beginning of the 2018 AMATYC conference, AMATYC hosted the **3<sup>rd</sup> National Mathematics Summit** with several national sponsors including NADE, Paul Nolting, the Charles A. Dana Center, and Carnegie Math Pathways/WestEd. Presentations were made by representatives from these sponsor organizations and the MAA, NCDE, and others. Registration was expected to be 200 attendees plus presenters, twice as many as the original summit hosted in 2013.

**Collaborations:** AMATYC continues to enjoy numerous partnerships with other national organizations and entities. Presidential exchanges and reciprocal agreements are ongoing with the MAA, NCTM, NCSM, AMTE, NADE, and TODOS. AMATYC partners with the ASA and JCW on joint committees. AMATYC continues to participate as one of 17 member-organizations on the Conference Board of the Mathematical Sciences (CBMS). AMATYC representatives continue to advocate for the two-year college perspective on TPSE-Math, MAA committees, and AMS committees.

AMATYC welcomes three **new academic committees**: Equity Committee, Pathways Joint Subcommittee, and the Data Science Subcommittee. All three are addressing important national initiatives and accepting new members.

**Grants.** NSF-funded, *Project SLOPE*, is in its second year and is preparing for its first cohort of research associates. AMATYC members are working on a grant to fund initiatives related to IMPACT. AMATYC has supported and will continue to support the research efforts of its members.

The inaugural year of the **Student Research League** student mathematics competition was held in April 2018. About 43 teams registered for the event, far exceeding expectations. The awards for the competition were presented at the 2018 conference.

Earlier in the year, the **AMATYC website** experienced a redesign. This redesign not only changed the look of the website, but also made the website user friendly on mobile devices.

**Thanks:** On behalf of the Executive Board I would like to thank the many volunteer leaders and members who contribute in ways, big and small, to make AMATYC *the leading voice and resource for excellence in mathematics education in the first two years of college.*

# AMATYC

## Balance Sheet

### December 31, 2017

#### ASSETS

##### Current Assets

AMATYC Checking	405,476.42	
Accounts Receivable	38,377.53	
Merrill Lynch	1,919,459.12	
AMATYC Foundation Investments	<u>288,324.06</u>	
Total Current Assets		2,651,637.13

##### Other Assets

Prepaid Expense	33,639.51	
Prepaid Insurance	6,205.49	
Computer Equipment	30,074.34	
Office Furniture	899.98	
Accumulated Depreciation	<u>(24,158.02)</u>	
Total Other Assets		<u>46,661.30</u>
Total Assets		<u><u>2,698,298.43</u></u>

#### LIABILITIES AND NET ASSETS

##### Liabilities

Prepaid Income	29,396.33	
Accounts Payable	258,299.60	
Total Liabilities		287,695.93

##### Net Assets

Net Assets	1,795,308.89	
Temporary Restricted Net Asset	215,845.76	
Permanently Restricted Net Asset	111,504.98	
Change In Net Assets	<u>287,942.87</u>	
Total Net Assets		<u>2,410,602.50</u>
Total Liabilities & Net Assets		<u><u>2,698,298.43</u></u>

For Management Purposes Only



<p style="text-align: center;"><b>AMATYC</b>  <b>INCOME STATEMENT</b>  <b>AS OF 12/31/2017</b></p>
--

## INCOME

### DUES

Regular Membership	136,912.50
Adjunct Membership	6,556.00
Retired Membership	2,772.00
Institutional Membership	65,024.00
Associate Membership	530.00
Library	1,141.00
Life Membership	17,600.00
WebScription	0.00
Discount Membership	(196.00)
Total Dues	\$ 230,339.50

### INTEREST

Investment Income	266,608.42
Checking	431.15
Total Investment Income	\$ 267,039.57

### OTHER INCOME

Educator Advertising	0.00
Other Advertising Income	7,246.00
Student Math League	3,715.00
Donations/Contributions	14,000.00
Merchandise & Miscellaneous Income	1,809.72
Grants	16,753.35
NSF Indirect Recovery	277.13
Total Other Income	\$ 43,801.20

### CONFERENCE INCOME

Registration	440,242.50
Exhibitors	56,730.00
Exhibitor Product Presentation / Focus Groups	3,600.00
Commercial Presentations	11,535.00
Hospitality Donations	5,900.00
Symposia/Workshop	0.00
Conference Program Advertising	3,750.00
In-The-Bag Advertising	2,100.00
Conference Advertising Opportunities	6,000.00
Corporate Partnership	12,800.00
Other Conference Income	2,342.00
Conference Donations	1,000.00
Total Conference Income	\$ 545,999.50

**FOUNDATION INCOME**

General Development	\$	7,731.75
Investment Income	\$	38,313.61
Marketing Promotions	\$	-
Beyond Crossroads	\$	-
AMATYC Project ACCESS	\$	4,927.00
Developmental Mathematics	\$	829.00
Grants	\$	592.00
Standards	\$	329.00
Presidential Student Scholar	\$	4,219.00
Research in Mathematics	\$	735.00
Leila & Simon Peskoff Award	\$	3,810.00
Margie Hobbs Award	\$	1,731.00
Endowment	\$	8,478.25
	\$	<u>71,695.61</u>

**TOTAL INCOME** \$ 1,158,875.38

**COSTS AND EXPENSES****GENERAL OFFICE EXPENSES**

Clerical & Casual Labor	0.00
Contract Labor	73,950.37
Executive Director Salary	29,443.33
Executive Director Travel	4,466.00
Staff Development	5,631.08
Reassigned Time	10,000.00
Legal Expenses	0.00
Accounting Expenses	5,500.00
Servicemark Fee	0.00
Consulting Fees	0.00
Investment Fee	18,926.51
Postage & Delivery	493.49
Telephone	345.51
Transportation	0.00
Office Supplies	5,409.42
Duplication Expense	154.87
Membership Services	1,331.14
Payroll Preparation Charges	1,196.00
Bank Service Charges	0.00
Credit Card Services	8,342.17
Miscellaneous Service Charges	91.40
Computer Hardware & Supplies	1,340.86
Bad Debt	0.00
Depreciation Expense	2,763.29
Licensing Fees	435.00
Other General Office Expense	1,564.98

OnLine Database	10,161.39
Software Annual Fees	1,902.62
Insurance	10,935.03
Southwest Tennessee CC Expenses	10,000.00
Total General Office Expense	<u>\$ 204,384.46</u>

#### **SPRING OFFICERS' MEETING**

Transportation	6,629.05
Lodging	6,785.48
Food	2,382.72
Other SOM	0.00
Total Spring Officers Mtg	<u>\$ 15,797.25</u>

#### **STRATEGIC PLANNING/ORIENTATION**

Transportation	0.00
Lodging	0.00
Food	0.00
Other SPOM	0.00
Total Strategic Planning/Orientation	<u>\$ -</u>

#### **ANNUAL CONFERENCE**

##### **CONFERENCE PLANNING**

Advance Planning Visit	1,967.87
Site Selection Visits	677.21
Telephone	0.00
Program Preparation Expense	2,717.04
Spring Officer Meeting	5,265.75
Supplies	49.19
Conference Marketing	263.58
Exhibit Marketing	2,310.42
Conference Enhancements	3,643.93
Conference Coordinator	200.00
Total General & Future Conf. Planning	<u>\$ 17,094.99</u>

##### **CONFERENCE EXPENSES**

Speaker Fees/Expense	3,500.00
Conference Space Rental	0.00
Exhibit Space Carpet & Drayage	0.00
Shuttle Bus & Workshop/Mini Transportation	0.00
Audio Visual/Computer Rental	55,627.47
Other Rentals	300.00
Computer/Email Access	18,525.00
Internet - Registration	500.00
Symposia/Workshops	1,185.62
Conference Insurance	1,776.41
Registration Equipment & Materials	11,209.70
Stationery, Supplies, Duplication	960.59

Postage, Delivery & Shipping	3,162.93
Credit Card Services	19,444.63
Advertising	0.00
Photography	694.99
Conference Release Time	12,000.00
Staff Salaries	138,026.22
Clerical and Casual Labor	72.00
Registration Workers	3,117.52
Security Guards	3,577.53
Prof. Conf. Planning Organization	7,326.61
Anets	1,500.00
Transportation	21,052.99
Lodging	31,829.78
Food	11,073.33
Telephone	0.00
Friday Event	58,790.16
Saturday Breakfast	44,020.76
Local Emphasis	3,077.34
Affiliate Presidents Luncheon	3,117.19
Leadership Dinner	3,274.58
ACCCESS Food	199.47
Appreciation Reception	344.87
Hospitality	6,959.10
Awards	240.00
Other Annual Conference	5,719.94
Total Conference Event Expenses	<hr/> \$ 472,206.73

## CONFERENCE PUBLICATIONS

Advertising/Exhibitor Folder	897.44
Call for Papers & December Flyer	1,826.25
Miniprograms	9,637.03
Conference Programs	6,603.00
April Flyer	2,841.48
Conference Publications Expense	<hr/> \$ 21,805.20

**\*\*TTL Annual Conf Event** **\$ 511,106.92**

## PUBLICATIONS

The MathAMATYC Educator	32,528.78
The Newsletter	15,243.96
Other Publications	0.00
**Total Publications	<hr/> \$ 47,772.74

## COMMITTEES & INSTITUTES

Division/Department Issues	0.00
Developmental Mathematics	0.00
Teacher Preparations	0.00
Mathematics Intensive/College Mathematics	0.00

Math and Its Applic for Career	9.91
Innovative Pedagogy Strategies	0.00
Emerging Issues	0.00
RMETYC Committee	0.00
Placement/Assessment	0.00
Web Site Coordinator	0.00
Webinars	600.00
Membership Committee	136.85
Grants Committee	0.00
Crossroads Coordinators	0.00
Beyond Crossroads	0.00
Student Math League	1,772.00
Summer Institutes & Workshops	0.00
Traveling Workshops	8,750.83
Nominating Committee	0.00
ME & TE Awards	4,280.00
Regional Meetings	0.00
Grant Seed Fund	0.00
<hr/>	
**Total Committee & Institutes	\$ 15,549.59

#### **LIAISON**

AACC	0.00
CAMC	0.00
CBMS	2,862.95
CSSP	0.00
Triangle Coalition	0.00
MAA	1,343.20
Joint Committee for Women	0.00
TODOS	0.00
NCTM	2,090.88
Mu Alpha Theta	850.61
Advertising	0.00
Affiliate Give-aways	8,214.10
Affiliate Services	1,416.37
Affiliate Liaison	8,894.27
National & Community Relations	2,500.00
Other Liaison	2,430.18
<hr/>	
**Total Liaison Expense	\$ 30,602.56

#### **INDIRECT COST - SPECIAL PROJECTS**

Indirect Cost	\$ -
<hr/>	
Total Indirect cost	0.00

#### **SPECIAL PROJECTS**

Crossroads Project	4,225.15
NSF Project Slope	16,753.35
<hr/>	
**Total Special Projects Expenses	\$ 20,978.50

**AMATYC FOUNDATION**

General Foundation	\$	7,027.21
Beyond Crossroads	\$	-
Project ACCCESS	\$	14,953.28
Developmental Mathematics	\$	-
Grants	\$	-
Presidential Student Scholar	\$	1,000.00
Leila & Simmon Peskoff Award	\$	1,760.00
Total Foundation Expenses	\$	24,740.49

<b>Grand Total Expenses</b>	<b>\$</b>	<b>870,932.51</b>
<b>Change in Net Assets</b>	<b>\$</b>	<b>287,942.87</b>



## 2018 Delegate Assembly Report

The charge of the AMATYC Foundation is to raise and disperse funds to support the mission of AMATYC. The Foundation is composed of the following members: Cheryl Cleaves, Ernie Danforth, Anne Dudley, Jim Ham, Fred Peskoff, Nancy Rivers, Bill Steenken, Jane Tanner (chair), and David Tannor.

A very generous contribution was made to the Foundation by John Garner, Wanda Garner's brother. Two endowments were created: Wanda Garner Presidential Student Scholarship and Wanda Garner Memorial Fund for Grants and Projects Endowment. Income earned from these endowments will be used annually to support the Wanda Garner Presidential Student Scholarship as well as grants and projects to be determined by the Foundation Board.

The AMATYC Foundation Board has provided financial support for two AMATYC IMPACT grant-planning meetings for a total amount of \$16,000 in order for AMATYC members to participate in the planning meetings. The first face-to-face meeting was held during the summer of 2018. The second will be held immediately following the AMATYC Annual Conference in Orlando.

The Foundation continues to provide \$18,750 annually for housing and food for AMATYC Project ACCESS. It should be noted that this is an increase of \$3750 that reflects changing the size of the cohort to 30.

A \$3000 grant was awarded to Katina Gothard, Eastern Florida State College. From her summary: The purpose of this study is to determine the effectiveness of four new POGIL (Process Oriented Guided Inquiry Learning)-inspired active learning activities, designed to meet the six recommendations of the 2016 GAISE report, for an introductory statistics classroom across multiple classrooms at multiple institutions. The activities focus on terms and concepts identified in recent statistics education research as difficult for students. The budget requested is \$3000 to purchase airsoft beads in clear bins that will represent the distribution of fingerprint pattern for the US population. Katina will present a session in Orlando on her project.

The Leila and Simon Peskoff Award, made possible through a contribution to the AMATYC Foundation by Fred Peskoff, in memory of his parents, is given annually to an AMATYC Project ACCESS fellow who has contributed to the education profession in the area of the mathematics taught during the first two years of college. At the AMATYC Orlando conference, the third Leila and Simon Peskoff Award will be presented to Leslie Banta of Mendocino College. She was a member of Cohort 9 for Project Access. Nominations for next year's award are due May 1, 2019. See <http://www.amatyc.org/?page=PeskoffAward> for further information.

The Margie Hobbs Award was established in 2016 and was to be presented for the first time at the annual conference in 2017. No AMATYC member applied for the 2017 award. However, the criteria for the award was adjusted to make it easier to apply for this award honoring Margie Hobbs. Our first recipient was Rusandica Manole from Perimeter College at GSU. Nominations for next year's award are due June 1, 2019. Further information can be found at <http://www.amatyc.org/page/MargieHobbsAward>.

The theme for this year's Foundation's fund raising is "Remember the Past, Celebrate the Present, Invest in the Future". The dot campaign and the regional competition will be continued in Orlando. Attendees will be invited to donate a dollar for each AMATYC conference attended. As in the past few years, there will be a competition among AMATYC regions. Two lucky donors from each region will be selected at the Friday regional luncheons. The winner from the region with the highest percentage of donation participation will receive a one-year AMATYC membership. The winner from the region with the higher dollar amount in donations will receive a two-year AMATYC membership. A complimentary discount member registration to the 2019 AMATYC Conference in Milwaukee or a three-year AMATYC membership will be awarded to an attendee drawn from all donors to the Foundation. The winning donor will be announced at the Saturday Awards Breakfast.

AMATYC's Foundation is now an option on Amazon Smile. Once you begin shopping, the AmazonSmile Foundation will donate 0.5% of the purchase price from your eligible AmazonSmile purchases. These donations will help support the mission of our Foundation to provide financial support for the goals and activities of AMATYC and its members, and for AMATYC projects.

The Foundation Board is reviewing a process for updating our Strategic Plan. The current plan can be viewed at [www.amatyc.org/AMATYCFoundation](http://www.amatyc.org/AMATYCFoundation). If you have any input into the plan, please contact Jane Tanner at [tannerj@sunyocc.edu](mailto:tannerj@sunyocc.edu).





## **2018-2023 Strategic Plan Report: Proposed, Ongoing, and Completed Actions**

September 15, 2018

The Board and academic committee chairs began to identify action items related to the 2018-2023 AMATYC Strategic Plan at the January 2018 Strategic Planning and Orientation meeting. The Board continued their strategic planning efforts at the Spring 2018 Board meeting. At the 2018 Fall Board meeting, committee chairs, ANet Leaders, and many other volunteer leaders of AMATYC were invited to brainstorm strategic planning action items with the Board.

The listing of action items below is the result of the first two strategic planning sessions. Under each priority and initiative of the strategic plan, there is a listing of action items related to the initiatives that have been completed, are ongoing, or have been proposed over the past year or two. Since the listing is the result of brain storming sessions by multiple small groups, some action items are redundant.

### **Priority I: Advocate for mathematics educators and mathematics students.**

#### **A. Expand the visibility of AMATYC.**

- Increase presence of AMATYC on social media (Proposed)
- Develop a plan for social media (Proposed)
- Assist creating affiliate-based webinars (Proposed)
- Promote AMATYC webinars (Ongoing)
- Reach out to local four-year institutions and universities near the location of the Annual Conference, including graduate schools (Ongoing)
- Expand giveaways available at conferences of partner organizations (Ongoing)
- Make our position statements more visible and available to the public (Proposed)
- budget \$3,000 to contract with [YourMembership.com](http://YourMembership.com) to redesign the AMATYC website, making it mobile-friendly (Completed)

#### **B. Further a common vision by strengthening collaborations with other organizations.**

- Continue the work with TPSE Math (Ongoing)
- Continue our involvement with CBMS, MAA, AMS, NCTM, NADE, AMTE, NCSM, JMM, ASA, TODOS, etc. (Ongoing)
- Encourage AMATYC members to participate in other organization's conferences and invite their members to our conference (Ongoing)
- Continue the Collaboration Corner in *AMATYC News* (Ongoing)

#### **C. Recruit and retain individuals from under-represented groups into AMATYC membership and leadership.**

- Continue our partnership with TODOS (Ongoing)
- Approve our position statement on Equity (Proposed)
- Continue the AMATYC Project ACCESS Program (Ongoing)
- Social activities at the conference, done in smaller groups (other than what is provided by publishers), such as dinner groups. (Proposed)
- Create an Equity Committee (complete)

**D. Attract and retain students into mathematics intensive fields, particularly students from under-represented groups.**

- Encourage students involved in SML and SRL to become members of AMATYC (Proposed)
- Continue door prize donation to Mu Alpha Theta (Ongoing)
- Continue work with JCW (Ongoing)
- Develop a traveling workshop for students - teaching, financial dealings, career opportunities, (Proposed)

**E. Advance seamless course and program articulation.**

- Facilitate conversations between two-year and four-year (and universities) institutions, focusing on articulation (Proposed)
- Pathways work (Proposed)

**F. Develop and maintain standards for mathematics education in the first two years of college.**

- Position statements reviewed, updated and new ones written (Proposed)
- Create a new way to hold position statement forums; electronic review and input, perhaps (Proposed)

**G. Educate the public on the AMATYC IMPACT standards and other AMATYC or national initiatives.**

- Promote AMATYC IMPACT and other standards to other organizations - NCTM, MAA, ASA, etc. (Proposed)
- Write press releases and post them on LinkedIn accounts and other social media (Proposed)

**Priority II: Provide and promote professional development opportunities to faculty whose primary focus is mathematics in the first two years of college.**

**A. Create year-round AMATYC opportunities for professional development utilizing various modalities.**

- Continue Project ACCCESS (Ongoing)
- Encourage committees/ANets to present webinars
- Promote affiliate conferences as additional forms of professional development (Ongoing)
- Offer themed sessions as webinars, for example 3-4 sequential speakers at around 15 min each (Ongoing)
- Improve communication with affiliates (Ongoing)
- Encourage and develop grant opportunities that provide professional development
- Develop, offer and promote traveling workshops (Ongoing)
- Provide professional development on contemporary issues in mathematics education (Ongoing)

**B. Offer professional development focused on mentoring new faculty teaching mathematics in the first two years of college.**

- Continue Project ACCCESS (Ongoing)
- Do a referral membership program – member gets \$50 off membership, new member the same (just as an example) (Proposed)
- Advertise AMATYC memberships to those who can sponsor others and maybe give a membership to someone (Proposed)
- Offer 50% first year discount of membership for AMATYC? (Proposed)

- Leverage committees to recruit early career faculty to join a committee as a way to increase membership to AMATYC (Proposed)
  - Encourage Institutional Members to send new faculty to the Annual Conference (Ongoing)
  - Support the “*Mobile NExT*” grant (Proposed)
- C. Enhance access to high quality professional development for all mathematics faculty.**
- Survey AMATYC members to get feedback on what they would like to see for professional development opportunities (Proposed)
  - Stream and record portions of the conference (keynotes, etc.) for members and non-members to view during and after the conference (Proposed)
  - Reach out and leverage groups who can host workshops on Wed before conference – through grant money, etc. – similar to what dev math and stats have done in the past. (Proposed)
  - Work with other organizations on designing professional development (MAA - Project NExT) (Proposed)
  - Training IMPACT Ambassadors involved with other national organization on sharing resources, research and networks (Proposed)
  - Disseminate the PD position statement (Proposed)
  - Commitment to PD for Adjunct faculty (Proposed)
  - Encourage Affiliates and Institutional Members to use conference recordings as a form of professional development (Proposed)
- D. Collaborate with other organizations to provide professional development opportunities.**
- Reach out to presenters at other organizations to give webinars for the members (Proposed)
  - Ask other organizations to jointly sponsor sessions/webinars together (Proposed)
  - Leverage the AMATYC president to recruit speakers from other organizations (Proposed)
  - Training IMPACT Ambassadors involved with other national organization on sharing resources, research and networks (Proposed)

**Priority III: Promote research on the teaching and learning of mathematics and statistics in the first two years of college.**

- A. Encourage qualitative and quantitative research focused on student learning for a diverse range of learners.**
- Research pre-session on Wed ahead of conferences (currently RMETYC supports this on Thurs nights - Symposium format) (Proposed)
  - Continue encouraging research-based talks during conference (Proposed)
  - MathAMATYC Educator 2020 research dedicated issue (Proposed)
  - Level 2 support of SLOPE (Proposed)
  - Support for other research grants, Level 1 – future (Proposed)
- B. Train and support faculty who are interested in conducting research and classroom research.**
- Research pre-session on Wed ahead of conferences (currently RMETYC supports this on Thurs nights - Symposium format) (Proposed)
  - Targeted webinars on research methods in math ed research (RMETYC and Stats to collaborate on offering webinars on research methods) (Proposed)
  - Hang outs (on one Saturday a month) (Ongoing)
  - Project SLOPE (Proposed)

**C. Pursue grants and other means of financial support for classroom research on teaching and learning.**

- Connect members interested in writing grants with the AMATYC grant coordinator – could AMATYC Foundation provide funding for faculty (through summer funding or reassigned time) to write grants? (Proposed)
- Create website that disseminates grant opportunities for faculty (Proposed)
- Collaborate with other organizations to partner on grant project (MAA for example) (Ongoing)

**D. Continue to improve instructional resources based on classroom research.**

- Project ACCESS (Ongoing)
- Promote and encourage implementation of IMPACT/IMPACT Live (Proposed)
- MathAMATYC Educator 2020 research dedicated issue (Proposed)
- Consider a new or revised position statement addressing research based instructional resources (Proposed)

**E. Advocate for the continued improvement of placement processes based on program assessment.**

- Hold webinars on placement processes and program assessment (Ongoing)
- Placement and Assessment Themed Sessions (Proposed)
- Write and maintain position statements on placement and on program assessment (Ongoing)

**F. Assist faculty, departments, and colleges to institute innovative practices informed by research.**

- Conduct webinars on innovative practices informed by research. (Ongoing)
- Highlight the IMPACT research chapter through email blasts, webinars, conference sessions, etc. (Ongoing)
- Project ACCESS (Ongoing)
- Promote and encourage implementation of IMPACT/IMPACT Live (Proposed)
- MathAMATYC Educator 2020 research dedicated issue (Proposed)

**G. Disseminate resources and model practices for research-based teaching and learning.**

- Student Research League – help disseminate student research projects (Proposed)
- Create website for researchers to disseminate research work (Proposed)
- Create an online research journal (also talk to NCTM to see if they would put out a special edition of JRME for CC research in math ed) (Proposed)
- “Research Spotlight”/”Classroom Research Ideas” (ways to incorporate research in your classroom) Recurring Article in the AMATYC News or MathAMATYC Educator (Proposed)

**Priority IV: Improve mathematics and statistics curricula in the first two years of college.**

**A. Seek to provide a strong and relevant mathematics curricular experience for all students.**

- Prioritize the work of the Pathways Subcommittee (Proposed)
- Enhance the relationship with NCTM (Proposed)
- Develop vertical articulation models (Proposed)
- Offer travelling workshops that demonstrate the position statement on Intermediate Algebra (Proposed)
- Explore a way to distinguish pathways in math and pathways for degrees (Proposed)

- Adopt a position statement on Liberal Arts Mathematics Courses (Proposed)
  - Involve the Data Science Subcommittee in bringing Data Science in the first two years of college (Proposed)
- B. Design and refine pathways for both STEM (Science, Technology, Engineering, and Mathematics) and non-STEM students.**
- Define what the non-STEM pathways are (Proposed)
  - Promote the value of non-STEM pathway (Ongoing)
  - Bridging students who change from one pathway to another (Proposed)
  - Develop professional development on the IMPACT document (Proposed)
  - Promote Pathways Joint Subcommittee and inform AMATYC Members about pathways for all students (Proposed)
  - Plan a themed issue for *MathAMATYC Educator* on pathways for all students (Proposed)
- C. Promote the appropriate instruction and assessment of curricula.**
- Promote the methodology of teaching mathematics in STEM fields (Proposed)
  - Promote meaningful alternative course assessment (Proposed)
  - Continue to utilize AMATYC's tools to provide relevant professional development opportunities (Proposed)
  - Encourage the incorporation of the strategies in *AMATYC IMPACT* into instruction and assessment (Proposed)
  - Develop a traveling workshop dealing with the appropriate instruction and assessment of curricula (Proposed)
- D. Encourage the appropriate use of technologies to enhance student learning.**
- Offer webinars on the use of technology in the classroom (Proposed)
  - Increase the participation in IGNITE Sessions as it relates to the use of technology (Proposed)
  - Promote *IMPACT Live!* to advocate for appropriate use of technology in the classroom. (Proposed)
  - Promote sessions at the conference that effectively emphasize using modern technology to enhance student learning (Proposed)
  - Seek *MathAMATYC Educator* articles that encourage the appropriate use of technologies to enhance student learning (Proposed)
  - Promote more conference sessions on online homework manager systems. (Proposed)
  - Employ statistical software and real data to enhance student learning (Proposed)
- E. Facilitate the communication of successful curricular innovations that improve student learning.**
- Coordinate with other institutions such as CCRC, Dana Center, CCESE, Carnegie (Proposed)
  - Disseminate the work of other organizations in order to promote intrastate coordination (Proposed)
  - Professional development on the use of adaptive learning technologies (Proposed)
  - Encourage the implementation of using evidence based practices in the classroom through articles in the *MathAMATYC Educator* (Proposed)
  - Continue to work with sister organizations to communicate current information in the *AMATYC News*, such as in *Collaboration Corner* (Proposed)
  - Partner with WebWork to promote an OER online homework system (Proposed)
  - Continue to seek out conference vendors that promote high quality curricular innovations (Proposed)

- Seek involvement with gamification into the instruction (Proposed)

**Priority V: Build connections within communities of educators across regions, departments, and institutions.**

**A. Enrich relationships with and provide support for AMATYC affiliate organizations.**

- Encourage the affiliate presidents to post in social media highlighting past/future happenings in their affiliate. This can be done in the quarterly PE newsletter to affiliate presidents. (Ongoing)
- Extend an invitation to affiliates to use traveling workshops to strengthen and expand the relationship between AMATYC and affiliate organizations (Ongoing)
- Attendance at affiliate conferences by AMATYC VP's or other board member to promote *AMATYC IMPACT* (Proposed)
- Continue communication between the AMATYC Board and the affiliate presidents (Ongoing)
- Encourage small, perhaps struggling, affiliates to work with bordering state affiliate, local NCTM affiliate or local MAA section. (Ongoing)
- Yearly attendance if possible, for each VP to attend the affiliate conferences. (Proposed)

**B. Support and increase participation in AMATYC's academic committees and AMATYC networks (ANets).**

- Videotaping of committee chairs to be used in an upcoming webinar. (Proposed)
- Encourage all committees and ANETs to hold at least one meeting after the conference (e.g., all chairs, a subgroup, etc.) (Proposed)
- Encourage AMATYC committees and ANets to post information on AMATYC affiliated social media (Proposed)
- Continue promotion of Joint Pathways Sub-committee (Proposed)
- Consider creating new Committees and ANets as new trends emerge (Ongoing)

**C. Extend opportunities for local, national, and international networking to those interested in mathematics in the first two years of college.**

- Host 2018 National Mathematics Summit (Completed)
- Creation of Traveling Workshops for promotion of *AMATYC IMPACT* (Proposed)
- Continue participation in CBMS and encourage collaborations with other CBMS organizations (Ongoing)
- Sharing of position statements among mathematically minded organizations (Ongoing)
- Encourage international involvement for AMATYC members (Ongoing)

**D. Promote a diverse community of mathematics educators which recognizes and welcomes the unique contributions of all participants.**

- Continue collaboration with sister organizations to promote *AMATYC IMPACT*. (Ongoing)
- Work on professional development opportunities to encourage diversity and equity in within STEM fields (Ongoing)
- Continue investigation of grants that address the issues of diversity, equity, and social justice (Ongoing)
- Continue to promote development of new faculty through Project ACCESS (Ongoing)

# Conference Site Selection Report

Kathryn Kozak, AMATYC President-Elect

September 14, 2018

In May 2018, the 2024 Conference Site Selection team consisting of Kate Kozak (President-Elect), Keven Dockter (Conference Coordinator), and Ken Sien (Experient) visited five sites in three cities: Washington, D.C., Orlando, Florida, and Atlanta, Georgia. A report was submitted to the Executive Board listing the strengths and weaknesses of each site. The Board selected Atlanta as the 2024 conference site. In addition, the team recommended that the 2026 conference site be selected from the same site visitation, and Orlando was chosen as the 2026 conference site.

Also, earlier in the year, contracts were finalized for the 2023 conference site. The 2023 conference will be held in Omaha, Nebraska.

Year	City and State	Site
2023	Omaha, Nebraska	CenturyLink Center Omaha Convention Center Omaha Marriott Downtown at the Capitol District Hilton Omaha
2024	Atlanta, Georgia	Atlanta Hilton
2026	Orlando, Florida	Orlando Hilton Buena Vista Palace



## 2018 Delegate Assembly Report 2018 – 2019 Cohort

AMATYC Project ACCESS (Advancing Community College Careers: Education, Scholarship, and Service) is pleased to announce to the Delegate Assembly the names of the AMATYC Project ACCESS Fellows for 2018 – 2019.

Name	College	City	State
<b>Gangadhar Acharya</b>	Central New Mexico CC	Albuquerque	NM
<b>Leah Beck</b>	Collin College–Central Park Campus	McKinney	TX
<b>Jim Bigelow</b>	Shasta College	Redding	CA
<b>Murat Bulut</b>	Cabrillo College	Aptos	CA
<b>Israel Castro</b>	Pasadena City College	Pasadena	CA
<b>Chantal Cimmeyotti</b>	Mendocino College	Ukiah	CA
<b>Stacy Clark</b>	Snow College	Ephraim	UT
<b>Charity Combs</b>	Lone Star College–Kingwood	Kingwood	TX
<b>Dale Dawes</b>	Borough of Manhattan CC	New York	NY
<b>Shawn Firouzian</b>	MiraCosta College	Oceanside	CA
<b>Sarah Horstman</b>	Wake Technical CC	Raleigh	NC
<b>Korena Huneycutt</b>	York Technical College	Rock Hill	SC
<b>Austin Jones</b>	Wake Technical CC	Raleigh	NC
<b>David Jones</b>	College of the Sequoias	Visalia	CA
<b>Elizabeth Jones</b>	Salt Lake CC	Taylorsville	UT
<b>Dinesh Kasti</b>	Eastern Wyoming College	Torrington	WY
<b>Victoria (Vicky) Mayfield</b>	Eastern Wyoming College	Torrington	WY
<b>Ana Mello</b>	Shasta College	Redding	CA
<b>Micah Miller</b>	Borough of Manhattan CC	New York	NY
<b>Neeti Mittal</b>	West Valley College	Saratoga	CA
<b>Serine Ndiaye</b>	Borough of Manhattan CC	New York	NY
<b>Nolan Outlaw</b>	Wake Technical CC	Raleigh	NC
<b>Celeste Petersen</b>	Clatsop CC	Astori	OR
<b>Gabriel Porrata Vallejo</b>	Mission College	Santa Clara	CA
<b>Kara Raymond</b>	Pellissippi State CC	Knoxville	TN
<b>Mychael Smith</b>	University of New Mexico-Valencia	Los Lunas	NM
<b>Kelly Spoon</b>	San Diego Mesa College	San Diego	CA
<b>Colleen Stevens</b>	Onondaga CC	Syracuse	NY
<b>Sandi Xhumari</b>	Bellevue College	Bellevue	WA
<b>Juan A. Zuniga Olea</b>	Oxnard College	Oxnard	CA

This is the first year we accepted 30 Fellows. This diverse group of faculty is attending the first of their two consecutive AMATYC national meetings here in Orlando where they are participating in specially selected sessions and workshops, as well as attending regular conference activities. They will also be attending local/regional conferences over the next year. As in years past, we have several ACCESS Alum assisting with Project ACCESS.





## 2018 Delegate Assembly Report

The 2017 Delegate Assembly endorsed the philosophy and spirit of *AMATYC IMPACT: Improving Mathematical Prowess and College Teaching*.

The IMPACT document can be downloaded from the AMATYC website:  
[https://cdn.ymaws.com/amatyc.site-ym.com/resource/resmgr/impact/impact\\_links.pdf](https://cdn.ymaws.com/amatyc.site-ym.com/resource/resmgr/impact/impact_links.pdf)

All 2018 conference attendees will receive a printed copy of IMPACT. AMATYC thanks McGraw-Hill Education for its support in printing this document for AMATYC members.

The IMPACT committee is in the process of using an AMATYC Foundation Award to draft an NSF Grant proposal. A team of eight (the *Teaching with Prowess* Grant team) has been working virtually since April of 2018. A team of six meet face to face at the end of July to begin writing the best proposal by the December NSF deadline.

IMPACT Live!, the online portal companion to IMPACT, will be up and running soon. This portal will grow through the various feeds that have been slated for its launch. In addition, new and timely resources, both weekly and monthly, will be provided. Benchmarks will be set for each subgroup as the site is built. Additional persons will be recruited to contribute to IMPACT Live!

From *IMPACT*:

### **Acknowledgements:**

*This large project could not have been completed without the hard work of many people within the mathematics community and the Steering Committee is very grateful to all who helped. The following people made direct contributions to the project, and many more participated from the initial discussions to reviewing the final draft.*

#### **Members of the Project Steering Committee**

Mary Beth Orrange, chair, Erie CC, emeritus  
Nancy Sattler, Co-chair, Terra CC  
Judy Ackerman, Montgomery College, retired  
Rikki Blair, Lakeland CC, emerita  
Ted Coe, Achieve, Inc.  
Evan Evans, Frederick CC  
Rob Farinelli, College of Southern Maryland  
Greg Foley, Ohio University  
Karen Gaines, St. Louis CC  
Dave Graser, Yavapai College  
Rob Kimball, Wake Technical CC, retired

Kate Kozak, Coconino CC  
Victor Odafe, Bowling Green State University  
Julie Phelps, Valencia College  
John Smith, Mississippi State CC  
April Strom, Scottsdale CC  
David Tannor, Grand Rapids CC  
Susan Wood, Sargeant Reynolds CC, retired  
Bruce Yoshiwara, Pierce College, retired

#### **Members of the National Advisory Council**

Hunter Boylan, Nat'l Center for Dev Education (NCDE)  
Luis Casian, American Mathematical Society (AMS)

Ann Edwards, Carnegie Found. for the Advance. of Teaching  
 Mark Green, Transforming Post-Secondary Education in Mathematics (TPSE Math)  
 Diane Kinch, TODOS: Mathematics for ALL  
 Donna Lalonde, American Statistical Association (ASA)  
 Matt Larson, National Council of Teachers of Mathematics (NCTM)  
 Michael Pearson, Mathematical Association of America (MAA)  
 John Staley, National Council of Supervisors of Mathematics (NCSM)  
 Christine Thomas, Association of Mathematics Teacher Educators (AMTE)  
 Uri Treisman, Charles A. Dana Center  
 Amy Volpe, National Association for Developmental Education (NADE)

#### **Members of the Editorial Team**

Evan Evans, Frederick CC  
 Karen Gaines, St. Louis CC  
 Kathryn Kozak, Coconino CC  
 Mary Beth Orrange, *IMPACT* chair, Erie CC, emeritus  
 Julie Phelps, Valencia College  
 Nancy Sattler, *IMPACT* Co-chair, Terra CC  
 April Strom, Scottsdale CC  
 David Tannor, Grand Rapids CC

#### **Members of the Research Team**

April Strom, Scottsdale CC, chair  
 Shandy Hauk, WestEd  
 Mike Long, Howard CC  
 Julie Phelps, Valencia College  
 Ann Sitomer, Portland State University  
 John Smith, Pellissippi State CC  
 Jennifer Travis, Lone Star College  
 Cheryl Vallejo, San Diego CC  
 Claire Wladis, Borough of Manhattan CC

#### **Members of the Technical Team**

Evan Evans, Frederick CC, co-chair  
 Dave Graser, Yavapai College, co-chair  
 Katie Cerrone, University of Akron  
 George Hurlburt, Corning CC  
 Chris Yuen, SUNY Buffalo

#### **Contributors**

Scott Adamson, Chandler-Gilbert CC  
 Kathy Almy, Rock Valley College  
 Geoffrey Akst, Borough of Manhattan CC, retired  
 Richard Aufmann, Palomar College, retired  
 Tommy Awtry, Tarrant County College, Southeast Campus  
 Shanna Banda, University of Texas at Arlington  
 Rachael Bates, Redlands CC  
 Matthew Bloom, Scottsdale CC  
 Linda Braddy, Tarrant CC  
 Helen Burn, Highline College  
 Brian Cafarella, Sinclair College  
 Katie Cerrone, University of Akron  
 Carl Clark, Indian River State College  
 Paula Compton, Ohio Department of Higher Education

Sherri Donovan, Baker College  
 Anne Dudley, Glendale CC, retired  
 Dennis Ebersole, Northampton CC  
 Teresa Foley, Asnuntuck CC  
 Carlton J. Fong, Texas State University  
 Joe Gallegos, Salt Lake CC  
 Lindsey Gerber, Utah Valley University  
 Amy Getz, Charles A. Dana Center  
 Kristine Glasener, Cuyahoga CC  
 Sophia Georgiakaki, Thompkins Cortland CC  
 Martha Goshaw, Seminole State College of Florida  
 James Gray, Community College of Aurora  
 Brett M. Griffiths, Macomb CC  
 Shweta Gupta, DeAnza College  
 John Hamman, Montgomery College  
 Shandy Hauk, WestEd  
 Pat Hirschy, Asnuntuck CC, retired  
 Barbara Illofsky, Foothill–De Anza CCD  
 Nicole Infante, West Virginia University  
 Rob Jeffs, Ivy Tech, Muncie  
 Ana Jimenez, Pima CC  
 Patrick Kimani, Glendale CC  
 Diane Koenig, Rock Valley College  
 Jennifer Lawhon, Valencia College  
 Mike Long, Howard CC  
 Michele Marden, Portland CC  
 Marilyn Mays, AMATYC Past President  
 Carrie McCammon, Ivy Tech, Wabash Valley Region  
 Mark Monroe, Marshalltown CC  
 Keith Nabb, University of Wisconsin, River Falls  
 Jon Oaks, Macomb CC  
 Mary Pearce, Wake Technical CC  
 Fred Peskoff, Borough of Manhattan CC  
 Scott Peterson, Oregon State University  
 Anthony Piccolino, Palm Beach State College  
 Kimberly Polly, Harper College  
 Stephen B. Rodi, Austin CC, retired  
 Nancy Rivers, Wake Technical CC  
 Jack Rotman, Lansing CC  
 Behnaz Rouhani, Georgia State University, Perimeter College  
 Amber Rust, Anne Arundel CC  
 Caroline Sabol, Long Beach City College  
 Amanda Saxman, Valencia College  
 Nancy Shapiro, University System of Maryland  
 Keri Siler, Valencia College  
 Ann Sitomer, Oregon State University  
 Chris Thorn, Carnegie Foundation for the Advancement of Teaching  
 Jennifer Travis, Lone Star College  
 Cheryl Vallejo, San Diego CC  
 Rachel VanDerStuyf, Dutchess CC  
 Evelyn N. Waiwaiole, Center for Community College Student Engagement  
 Debra Ward, Utah Valley University  
 Claire Wladis, Borough of Manhattan CC  
 Chris Yuen, SUNY Buffalo  
 Lisa Young, Scottsdale CC  
 Michelle Younker, Owens CC  
 Linda Zientek, Sam Houston State University

# AMATYC DELEGATE ASSEMBLY MOTION FORM

**TO:** 2018 AMATYC DELEGATE ASSEMBLY

**FROM:** Developmental Mathematics Committee

**SUBJ:** Position Statement

**DATE SUBMITTED:** September 15, 2018

## 1. MOTION:

That the AMATYC Delegate Assembly approve the attached position statement entitled, "Fostering Learning."

## 2. RATIONALE:

The position statement has gone through the two-year position statement review process.

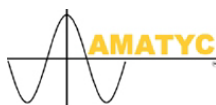
## Action taken by Delegate Assembly on November 17, 2018

☐ Approved  
☐ Disapproved

☐ Postponed until  
☐ Returned for further study

☐ Withdrawn  
☐ Other

**COMMENTS:**



Draft: March 3, 2018

Position Statement of the AMERICAN MATHEMATICAL ASSOCIATION OF TWO-YEAR COLLEGES on  
**Fostering Learning**

WHEREAS, Learning is an active, contextualized process of building concepts in addition to acquiring knowledge;

WHEREAS, Learners can improve their ability to learn regardless of their current level of achievement;

WHEREAS, All educators of mathematics have a responsibility to create and implement high-quality learning environments, design understandable and coherent curriculum, build learning skills, and facilitate learning;

WHEREAS, A quality learning environment is characterized by respect, trust, openness, high expectations, support for risk-taking, a willingness to challenge performance, continuous assessment, and a growth-oriented mindset for everyone;

NOW, THEREFORE, It is the position of AMATYC that the following should be endorsed as standard best practices:

- Learners should work in communities or teams to increase their knowledge and/or learning skills through collaborative and cooperative activities;<sup>1, 2, 3</sup>
- Educators should be provided with opportunities for professional growth and development to aid them in implementing and maintaining instructional strategies that produce a growth mindset, promote critical thinking, and nurture continuous improvement;<sup>4, 5, 6</sup>
- Institutions of education that promote exemplary learning experiences require a culture of higher expectations and standards, greatly-increased student effort, and extensive learning assessment that is timely, formative, summative, standard-based, and transparent.<sup>7, 8</sup>

Learning and teaching practices continue to evolve through action research by educational innovators who test and share their best practices.

---

<sup>1</sup> American Mathematical Association of Two-Year Colleges (AMATYC) (2018). *IMPACT: Improving Mathematical Prowess And College Teaching* (Memphis, TN: AMATYC), 34-37.

<sup>2</sup> *IMPACT*, 44-47.

<sup>3</sup> *IMPACT*, 56-57.

<sup>4</sup> *IMPACT*, 48-50.

<sup>5</sup> *IMPACT*, 58.

<sup>6</sup> *IMPACT*, 91-94.

<sup>7</sup> *IMPACT*, 34-37.

<sup>8</sup> Academy of Process Educators, "Culture of Success," *International Journal of Process Education* Volume 8, Issue 1 (February 2016): 49-58.

# AMATYC DELEGATE ASSEMBLY MOTION FORM

**TO:** 2018 AMATYC DELEGATE ASSEMBLY

**FROM:** Developmental Mathematics Committee

**SUBJ:** Position Statement

**DATE SUBMITTED:** September 15, 2018

## 1. MOTION:

That the AMATYC Delegate Assembly approve the attached position statement (resolution) entitled, "Addressing Factors Critical to Student Success."

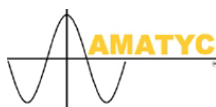
## 2. RATIONALE:

The position statement has gone through the two-year position statement review process.

## Action taken by Delegate Assembly on November 17, 2018

<input type="checkbox"/> Approved	<input type="checkbox"/> Postponed until	<input type="checkbox"/> Withdrawn
<input type="checkbox"/> Disapproved	<input type="checkbox"/> Returned for further study	<input type="checkbox"/> Other

**COMMENTS:**



Resolution of the AMERICAN MATHEMATICAL ASSOCIATION OF TWO-YEAR COLLEGES on  
**Addressing Factors Critical to Student Success**

The primary emphasis of most developmental mathematics programs is to expand conceptual best practices that are prerequisite to college mathematics. However, there are other constructs that often interfere with a student's ability to learn mathematics.

One of the goals of a developmental mathematics program should be to improve the ability of students to learn mathematics; therefore, constructs that interfere with learning should be addressed.

Therefore, AMATYC recommends the following should be endorsed as standard best practices in a developmental mathematics program:

- Minimize the time lapse between mathematics courses in college studies and emphasize an early start to these studies.
- Emphasize the importance of number sense and computational fluency, especially with rational numbers.
- Stress the benefits of review and implement review modules prior to placement assessment.
- Implement instruction of the attributes of study skills, such as time management and motivation.
- Increase mathematics self-efficacy to reduce mathematics anxiety.
- Offer support systems to students to create social relationships, clarify goals, increase commitment, promote college know-how, and make college life feasible.<sup>1</sup>
- Prioritize the ability to solve problems and read mathematics in the curriculum.
- Emphasize and assess a balance of both conceptual understanding and procedural skills.
- Support risk-taking so students learn that failure can lead to successful problem solving.
- Give frequent assessments and encourage self-assessment and reflection.
- Create a classroom environment that fosters a growth-oriented mindset.
- Accentuate the value of class attendance in maximizing student achievement.
- Bridge the gap for under-represented student populations by acknowledging and addressing the disparity in privilege and the inequitable access to resources required for mastery in mathematics.<sup>2</sup>

Faculty should receive full institutional support for implementing the above best practices.

The goal of maximizing students' successful attainment of skills<sup>3, 4</sup> critical to expand career options and to promote good citizenship can be realized with enhanced basic mathematics skills, greater self-efficacy, improved self-regulated learning, and increased persistence.<sup>5, 6</sup>

---

<sup>1</sup> M. Karp, "A Holistic Conception of Nonacademic Support: How Four Mechanisms Combine to Encourage Positive Student Outcomes in the Community College," *New Directions for Community Colleges*, no. 175; Wiley Periodicals Inc. (Fall 2016): 33-42.

<sup>2</sup> *IMPACT*, 10-14.

<sup>3</sup> *IMPACT*, 53.

<sup>4</sup> *IMPACT*, 89-90.

<sup>5</sup> *IMPACT*, 20-26.

<sup>6</sup> *IMPACT*, 31-34.

# AMATYC DELEGATE ASSEMBLY MOTION FORM

**TO:** 2018 AMATYC DELEGATE ASSEMBLY

**FROM:** Adjunct Faculty Issues ANet

**SUBJ:** Position Statement

**DATE SUBMITTED:** September 15, 2018

## 1. MOTION:

That the AMATYC Delegate Assembly approve the attached position statement (resolution) entitled, “*Best Practices in Employment of Adjunct Faculty.*”

## 2. RATIONALE:

The position statement has gone through the two-year position statement review process.

## Action taken by Delegate Assembly on November 17, 2018

<input type="checkbox"/> Approved	<input type="checkbox"/> Postponed until	<input type="checkbox"/> Withdrawn
<input type="checkbox"/> Disapproved	<input type="checkbox"/> Returned for further study	<input type="checkbox"/> Other

**COMMENTS:**



Position Statement of the AMERICAN MATHEMATICAL ASSOCIATION OF TWO-YEAR COLLEGES on  
**Best Practices in Employment of Adjunct Faculty**

Adjunct faculty, sometimes called part-time or contingent faculty, are employed by institutions of higher learning for a variety of reasons. Many adjunct faculty bring special expertise or real-world experience to the classroom, making the content relevant to students. Adjunct faculty also provide students with options for instructional methodology and content perspectives. Institutionally, the use of adjunct faculty reduces the cost of instruction per credit hour while giving flexibility in hiring to meet the unpredictability in student enrollment, budgets, and content demands.

The advantages an institution receives from the use of adjunct mathematics faculty can be increased when adjunct faculty are given adequate departmental and institutional support. In order for colleges who employ adjunct faculty to reach the ultimate goal of student success, AMATYC recommends the following best practices:

- Integrate adjunct faculty by inviting and encouraging them to participate in the department and its functions.
- Foster mutual respect between full-time faculty and adjunct faculty.
- Foster networking and open communication between adjunct faculty, their peers, and their supervisors with regard to workload, courses taught, and schedule.
- Provide sufficient office support services, such as supplies, desks, filing cabinets, phones, computer access, and adequate office space; ideally this should include confidential meeting space.
- Provide in-house professional development opportunities for adjunct faculty in order to properly institute curricular change and improve methodology.
- Encourage participation and provide adequate funds for professional development to adjunct faculty, including opportunities through AMATYC and its affiliates.
- Solicit input from adjunct faculty relative to issues within the department.
- Supervise adjunct faculty, including observation of new adjunct faculty at least once during their first term of employment.
- Conduct student, peer, and administrative evaluations regularly.
- Provide mentoring opportunities for adjunct faculty in the first term of employment and on a continuing basis.
- Regularly recognize outstanding teaching by adjunct faculty.

Coupled with these best practices, and in partnership with the college, AMATYC recommends that adjunct faculty strive to reach the ultimate goal of student success by meeting the following expectations:

- Become actively involved in the department by attending meetings and participating in committees that deal with topics such as textbook selection, curricular changes, and more.
- Seek to improve teaching skills through continued professional development funded by the college, including opportunities through AMATYC and its affiliates.
- Be available and accessible on campus or electronically.
- Be an active and cooperative team member.



# AMATYC DELEGATE ASSEMBLY MOTION FORM

**TO:** 2018 AMATYC DELEGATE ASSEMBLY

**FROM:** Nancy Rivers and Task Force

**SUBJ:** AMATYC Bylaws Amendments

**DATE SUBMITTED:** September 15, 2018

## 1. MOTION:

That the amendments to the AMATYC Bylaws as listed in the attachment be approved. The revised bylaws would take effect January 1, 2019.

## 2. RATIONALE:

The task force has been working on this change for about two years. Input was requested at the 2017 Delegate Assembly. The attached version is the result of the input received.

## Action taken by Delegate Assembly on November 17, 2018

<input type="checkbox"/> Approved	<input type="checkbox"/> Postponed until	<input type="checkbox"/> Withdrawn
<input type="checkbox"/> Disapproved	<input type="checkbox"/> Returned for further study	<input type="checkbox"/> Other

**COMMENTS:**

## The Proposed By-laws Amendment shown with Track Changes

### Article VII Delegate Assembly

**Section 1** The association shall have an annual business meeting (Delegate Assembly) in conjunction with its annual conference. Notice of the Delegate Assembly meeting shall be publicized in writing or electronically at least one month in advance.

Section 2 The Delegate Assembly shall be composed of delegates who are regular members of AMATYC as follows:

#### A. State/Province Delegates

1. There should be ~~at least~~ two state/province delegates from each state and province, appointed for a term of two years by the appropriate Regional Vice-President. Terms of state/province delegates shall commence on April 1, or date of appointment, whichever is later, and terminate on March 31, in odd numbered years.

~~1. States and provinces with more than 50 two-year colleges, as defined in Article VII.2.H., are permitted one additional state/province delegate for each 25 two-year colleges or fraction thereof above 50.~~

~~2.~~ 2. An alternate delegate from the same state/province may be appointed to serve as delegate in place of a state/province delegate who is unable to attend the Delegate Assembly.

- ~~1.~~ BEach Affiliate President, who is also a regular AMATYC member, in office at the time of the Delegate Assembly is a delegate to the Delegate Assembly to represent their affiliate organization.

#### C. Affiliate Delegates

~~3.1.~~ 3.1. Each affiliate organization may appoint one additional affiliate delegate for each 50 affiliate organization AMATYC members or fraction thereof who are ~~also AMATYC members~~ residents of the geographical area represented by the affiliate, ~~as defined in Article VII.2.I.~~ Term of appointment will be determined by the affiliate.

~~4.2.~~ An alternate delegate from the same affiliate may be appointed to serve as delegate in place of an affiliate delegate who is unable to attend the Delegate Assembly.

~~1.~~ D Each Executive Board officer is a delegate.

~~2.~~ E Each AMATYC Past President is a delegate.

~~3.~~ F Each AMATYC academic committee chair is a delegate.

G Additional delegates to represent countries not specified in Section XI may be appointed by the Executive Board.

~~H An official listing of names and numbers of two-year colleges by state and province is prepared jointly by the AMATYC office and each corresponding Regional Vice President and approved at the fall board meeting in even-numbered years. These numbers are used for two years and take effect after the fall meeting in even-numbered years, and are maintained by the AMATYC office.~~

~~4.~~ H. An official listing of names and numbers of AMATYC affiliate organization members who are also AMATYC members residents of the geographical area represented by each affiliate on June 30 in even-numbered years is prepared jointly by the AMATYC office and each corresponding Regional Vice President and approved at the fall board meeting in even-numbered years. This listing is used for two years, takes effect after the fall meeting in even-numbered years, and is maintained by the AMATYC office.

I No delegate at the Delegate Assembly is entitled to more than one vote.

J Regional Vice-Presidents shall submit a list of affiliate and state/province delegates to the AMATYC Secretary no later than thirty (30) days prior to the start of the Delegate Assembly.

K Alternate Delegates may be named by the Regional Vice-President as the delegate replacing an affiliate or state/province delegate at the Delegate Assembly, by notifying the AMATYC Secretary in writing and providing appropriate credentials in writing no later than 6 pm of the day prior to the start of the Delegate Assembly

## Proposed By-laws Amendment – Clean Copy

### **Article VII Delegate Assembly**

**Section 1** The association shall have an annual business meeting (Delegate Assembly) in conjunction with its annual conference. Notice of the Delegate Assembly meeting shall be publicized in writing or electronically at least one month in advance.

**Section 2** The Delegate Assembly shall be composed of delegates who are regular members of AMATYC as follows:

A. State/Province Delegates

1. There should be two state/province delegates from each state and province, appointed for a term of two years by the appropriate Regional Vice-President. Terms of state/province delegates shall commence on April 1, or date of appointment, whichever is later, and terminate on March 31, in odd numbered years.

2. An alternate delegate from the same state/province may be appointed to serve as delegate in place of a state/province delegate who is unable to attend the Delegate Assembly.

B. Each Affiliate President, who is also a regular AMATYC member, in office at the time of the Delegate Assembly is a delegate to the Delegate Assembly to represent their affiliate organization.

C. Affiliate Delegates

1. Each affiliate organization may appoint one additional affiliate delegate for each 50 AMATYC members or fraction thereof who are residents of the geographical area represented by the affiliate. Term of appointment will be determined by the affiliate.

2. An alternate delegate from the same affiliate may be appointed to serve as delegate in place of an affiliate delegate who is unable to attend the Delegate Assembly.

D. Each Executive Board officer is a delegate.

- E. Each AMATYC Past President is a delegate.
- F. Each AMATYC academic committee chair is a delegate.
- G. Additional delegates to represent countries not specified in Section XI may be appointed by the Executive Board.
- H. An official listing of names and numbers of AMATYC members who are residents of the geographical area represented by each affiliate on June 30 in even-numbered years is prepared by the AMATYC office and approved at the fall board meeting in even-numbered years. This listing is used for two years, takes effect after the fall meeting in even-numbered years, and is maintained by the AMATYC office.
- I. No delegate at the Delegate Assembly is entitled to more than one vote.
- J. Regional Vice-Presidents shall submit a list of affiliate and state/province delegates to the AMATYC Secretary no later than thirty (30) days prior to the start of the Delegate Assembly.
- K. Alternate Delegates may be named by the Regional Vice-President as the delegate replacing an affiliate or state/province delegate at the Delegate Assembly, by notifying the AMATYC Secretary in writing and providing appropriate credentials in writing no later than 6 pm of the day prior to the start of the Delegate Assembly.