



N M M A T Y C Executive Board Minutes

September 29, 2012

Present: Ali Ahmad, Rachel Black, Mary Caffey, Melinda Camarillo, Suzanne Hill, Philip Kaatz, Annette LaRussa, Diana Orrantia, Joanne Peeples  
Absent: Alyne Fulte

**Call to Order:** 11:10 a.m. by Philip Kaatz

**Board Minutes and Business Meeting Minutes** from NMMATYC conference were reviewed.

*Ali Ahmad moved to accept the minutes. Motion passed with minor corrections.*

**Treasurer's Report:** Treasurer Rachel Black handed out Treasurer's Report.

Wells Fargo Checking: \$1,375.57  
Wells Fargo Savings: \$1,038.00  
Washington Federal, Large CD: \$10,000.00 (fixed)  
Washington Federal, Small CD: \$3,377.92  
Washington Federal Savings: \$1,138.18

*Joanne Peeples moved to accept the treasurer's report. Motion passed.*

Rachel reported that the interest rate for the Wells Fargo Savings account is less than 1%. She would like to move some of the money in this account to the Checking account. A discussion of where to get the money from for the Checking account took place. Some of the following points were raised:

- a) Can we use just one bank?
- b) Washington Federal pays more interest
- c) Wells Fargo is more convenient because they have more locations
- d) Wells Fargo charges for checks
- e) CDs at Wells Fargo have a low interest rate

*Mary Caffey moved that we take \$600 from the Washington Federal Savings account and put it into the Wells Fargo Checking account. Motion passed.*

A discussion of our 501c3 status took place. Rachel will check on that status and report back.

Phillip Kaatz suggested that Diana Orrantia have access to Wells Fargo online to see a record of all transactions.

*Joanne Peeples moved to reimburse Diana Orrantia for her July trip. Motion passed.*

Diana Orrantia presented on her findings from looking at past checks and trying to organize them. She noticed that some amounts are consistent and some are not, and that the checks don't reflect all the money coming in, only what is being spent. She suggested that we devise a better way to keep track of the money. Some ways this can be done are for check titles to be kept the same and for there to be consistency with how checks are written and money disbursed. Diana asked for all info on money to be sent to her with as much detail as possible. Suzanne Hill said she will create a list of money brought in and send it to Diana. Diana will continue with this project.

There is also a concern that too much money is being spent. One of the biggest expenses is on food for the conferences. A discussion on how money can be saved took place. The following Cost Saving Recommendations were made:

- a) Increase membership dues
- b) Increase conference fee
- c) Send out the newsletter online next year
- d) Not offer Professional Development Award
- e) No reimbursement for January Board Meeting, or only \$0.10/mile reimbursement

All board members agreed to ask their respective colleges for travel funds for the January board meeting and will report back in January if they were able to get funding for the trip.

### **Board Reports:**

#### **A. AMATYC Delegate – Joanne Peeples**

Joanne Peeples reported on a position paper about online courses and how to distinguish them from face-to-face courses. Some institutions do not accept online courses as transfers. In the future, institutions may have to identify which courses are taken online.

There will be 4 delegates that will represent the organization at AMATYC. They are: Philip Kaatz, Ali Ahmad, Joanne Peeples and Rachel Black. Diana Orrantia will be the alternate.

The AMATYC 38<sup>th</sup> annual conference will be held in Jacksonville, FL, November 8-11, 2012.

#### **B. Articulation – Alyne Fulte**

Philip Kaatz reported for Alyne. A state articulation meeting will take place at the annual conference. Alyne is working on a project to reformat the articulation matrix so that it's in a more accessible format. A discussion of the changes to the articulation process took place.

#### **C. Membership – Suzanne Hill**

There are currently 85 members total. Of these, 32 are lifetime members.

A discussion on how to increase membership took place. Some of the following suggestions were made:

- a) Set up a PayPal account to make it easier for members to pay dues and conference fees
- b) Have NMMATYC information set up on website several months before the conference

- c) A call for presentation proposals should be done earlier – by January
- d) Open up membership to high schools
- e) Have a contest for conference theme and consider a prize for person whose theme is chosen
- d) Contact Division/Dept. Chairs and have them send out NMMTYC conference information
- e) Send out membership cards – this can be done through email

*Mary Caffey moved to change the membership fee to \$20, student fee to \$10, and lifetime to \$150.  
Motion passed.*

#### **D. Newsletter – Joanne Peeples**

Joanne will send out a call for articles to be included in the Newsletter with a due date of Oct 15. She will try to have the Newsletter out by November 1. A hard copy of the Newsletter will be distributed this time, but it will be the last hard copy edition. She will look into other options/formats for the next Newsletter, including looking into what other AMATYC affiliates are producing.

#### **E. Nominating – Mary Caffey**

There are 4 NMMATYC sponsored awards with a due date of March 1, 2013. Joanne suggested that unofficial transcripts be sent in with each application.

Past award winners should be notified to send in an article for the Newsletter.

*Joanne Peeples moved to not offer the Professional Development Award this year. Motion passed.*

#### **F. 2013 Conference - Annette LaRussa**

This coming year, the conference is a joint one with MAA Southwestern Section. The conference will be held Saturday, April 13 – Sunday, April 14 at New Mexico Tech in Socorro, NM.

Speakers are being considered. The following are also being considered for the conference:

- a) Picking a conference theme online through Survey Monkey
- b) Roundtable discussions on various topics and for different audiences
- c) Student paper/poster session

Suggestions for the conference will continue through email.

#### **G. Website – Ali Ahmad / Philip Kaatz**

The website has been updated, except for the History. Ali will work on that.

The membership application should first be updated, and then put online.

The board should review the website and send recommendations to Ali.

**Old Business:**

**A. 2012 NMMATYC Conference**

Diana wants all information regarding the funds for this conference to be sent to her.

The membership chair will work with the conference chair to help with the organization.

**B. 2013 SW Regional Conference**

The AMATYC Southwest Region Conference will be held Friday, June 14 - Saturday, June 15, 2013 at Coconino Community College (CCC) in Flagstaff, Arizona.

CCC wants financial support to host the conference, but the conference should be self-supporting. We will help them find donations for the conference.

**C. NMMATYC History Update**

Ali Ahmad and Joanne Peeples will update this information on the website.

**New Business:**

**A. 2013 AMATYC Conference**

The 2013 AMATYC Conference will be held October 31 – November 3, 2013 in Anaheim, California.

**Next Board Meeting** will be held Saturday, January 26, 2012 at 11am in the Max Salazar Building, Albuquerque, NM.

**Adjournment** at 2:33pm.

Respectfully submitted,  
Melinda Camarillo, Secretary