



N M M A T Y C Executive Board Minutes

January 26, 2013

Present: Rachel Black, Mary Caffey, Melinda Camarillo, Alyne Fulte, Philip Kaatz, Diana Orrantia, Joanne Peeples
Absent: Ali Ahmad, Suzanne Hill
Guests: Anwar Hossain (from New Mexico Tech), Bixiang Wang (from New Mexico Tech)

Call to Order: 11:15 a.m. by Philip Kaatz

Board Minutes from September board meeting were reviewed.

*Mary Caffey moved to accept the minutes. **Motion passed.***

An email discussion took place amongst the board members December 12-13, 2012 regarding what to do with the small CD that was about to mature. The board voted on the following through Survey Monkey: “Do you approve moving funds from the “small” CD that matures January 7, 2013, in the amount of \$3377.92 to the Wells Fargo checking account?”

*All board members voted “Yes” in response to the question. **Motion passed.***

Treasurer’s Report: Treasurer Rachel Black handed out Treasurer’s Report.

Washington Federal, Large CD: \$10,000:00 (fixed)
Washington Federal, Small CD: \$0
Washington Federal Savings: \$553.13
Wells Fargo Checking: \$4,587.10
Wells Fargo Savings: \$1,038.10

*Diana Orrantia moved to accept the treasurer’s report. **Motion passed.***

Rachel reported that there are still some outstanding checks. Joanne will contact the recipients of these checks from EPCC and Diana will try to contact the other recipients because when/if these checks clear, the balance of the Wells Fargo Checking Account will decrease by about \$200.

Board Reports:

A. AMATYC Delegate – Joanne Peeples

Joanne Peeples reported on the conference in Jacksonville, FL which was held November 8-11, 2012.
--The Position Paper was approved, which means proctored testing for online classes

- Project ACCESS applications available March 1, due May 1 (for 1st, 2nd, or 3rd year full time instructors)
- Next Conferences:
 - 2013 – Anaheim, CA, Oct 31 – Nov 3, proposals due Feb 1
 - 2014 – Nashville
 - 2015 – New Orleans
 - 2016 – Denver
 - 2017 – San Diego
- Teaching Excellence award will be given at the 2013 meeting (due date for nominations was Dec 6, 2012)
- Nominations for the AMATYC Executive Board are being accepted – President Elect, Secretary, and the 8 regional VPs

B. Articulation – Alyne Fulte

Alyne Fulte is currently working on the Articulation matrix. She is moving away from the current database and is working with Excel now in hopes of making the information easier to read and maintain. She will continue to work on the matrix and is looking forward to receiving more input from others during the Articulation meeting at the NMMATYC Conference in April.

C. Membership – Suzanne Hill

Philip Kaatz reported for Suzanne Hill. There are currently 55 members total. Of these, 33 are lifetime members.

There is a concern that most NMMATYC members only join when they register for the conference. Information about NMMATYC and about the NMMATYC conferences should be spread throughout the year and people should be encouraged to join and attend throughout the year.

A discussion took place on how to disseminate NMMATYC conference and membership information. It was suggested that a list be created of all the colleges/universities in New Mexico and El Paso along with the contact information for each Math Division Chair. Then each Division Chair should be contacted and asked to spread information about NMMATYC membership and the NMMATYC Conference to their faculty. Because Suzanne is Membership chair, it was suggested that she carry out these duties. It was also suggested that Suzanne contact each current member by email soon to remind them about the NMMATYC conference, which will be held earlier than usual this year.

A discussion about a membership card took place. A certificate similar to what Philip made for Student Math League will be printed out for each member and handed out at the April conference.

The time frame for NMMATYC membership was discussed. Arguments for the following took place:

- a) Membership should be valid from January to January
- b) Membership should last from the time the dues were paid till that same time one year later
- c) Membership should be valid from conference date to following year's conference date

Board decided to table this discussion till after this year's conference.

Someone will check the bylaws to see if membership time frame is stated anywhere.

D. Newsletter – Joanne Peebles

The next edition will be electronic! A link to the newsletter will be posted on the NMMATYC website. The newsletter will contain information about the conference and links to conference information found online. An email will be sent out to members soon asking for papers, which will be due by Feb 11. Once the newsletter is posted, another email will be sent out to membership with the link to the newsletter included. The newsletter should be released around Feb 15.

E. Nominating – Mary Caffey

An email announcement on scholarships and awards was sent out in December and another announcement will be sent again soon to encourage others to apply. The two student awards are the Vicki Froehlich Memorial Scholarship (\$500) and the Michelle Jimenez Memorial Scholarship (\$500). The faculty award is the David Lovelock Teaching Excellence Award. The deadline for submitting an application for any of these awards is March 1.

The runner-up to the Jimenez Award is the Celeste Nossiter Award (\$100 for books). Rachel will contact Celeste to ask if she will be donating for the award this year. Joanne will contact Pearson to ask if they will donate a needed Pearson book to the Celeste winner as well.

F. 2013 Conference - Anwar Hossain

This coming year, the conference is a joint one with MAA Southwestern Section. The conference will be held Saturday, April 13 – Sunday, April 14, 2013 at New Mexico Tech in Socorro, NM.

The Tentative Conference Schedule was presented and discussed and is as follows:

	Sat, April 13		Sun, April 14
10 - 10:30am	Registration / Refreshments	8am - 8:30am	Breakfast
10:30am - 12pm	Paper Session (Contributed papers)	8am - 9am	Business Meeting
12pm - 1pm	Lunch	9am - 10:30am	Paper Session (Courses Before Calc.)
1pm - 1:45pm	Chairs' Roundtable	10:30am - 12pm	Panel Discussion / Roundtable On-line Teaching and Learning
1:15pm - 2:30pm	Poster Session	12pm - 1pm	Lunch
2:30pm - 4pm	Paper Session (Student Papers)	1pm - 2pm	Roundtable (Dual Enrollment)
3pm - 5pm	Articulation	2pm - 2:30pm	Board Meeting
5pm - 6pm	MAA Meeting		
6pm - 8 pm	Dinner		

Philip will look into getting another speaker from HED to speak during lunch at the conference.

Anwar Hossain would like everyone to encourage students to present and attend the conference. He asked the Student Organization at NM Tech to help pay for student registrations. He has not heard back from them yet.

Conference Forms:

- a) A Poster Session Application Form needs to be created.
- b) Vendor form should include Saturday evening banquet donation
- c) Current forms need to be edited and posted online
- d) Once edited, forms need to be sent to MAA for use by their members

There is a concern that not enough money is being brought in to pay for the conference. The following suggestions were made to help with that:

- a) Look into a vendor to help sponsor Sunday lunch
- b) Consider using PayPal to pay for conference registration
- c) Raising the conference fees

*Rachel moved to increase all the conference fees by \$10. **Motion passed.***

Rachel wants a copy of all conference registrations and receipts and spreadsheet sent to her to keep track of all of the money being used for the conference.

All NMMATYC board members will try to bring 2 door prizes to hand out at banquet

G. Website – Ali Ahmad / Philip Kaatz

The website now includes the ability to use PayPal.

Ali updated the History portion of the website somewhat, but there is still some information missing. Diana will try to fill in some missing information from the old minutes.

Once all conference forms are edited, they will be posted on the website.

Old Business:

A. 2013 Southwest Regional Conference – Ali Ahmad

AMATYC Southwest Region Conference will be held Friday, June 14 – Saturday, June 15, 2013 in Flagstaff, Arizona. Presenter applications are due February 28 and can be found at <http://tinyurl.com/swamatyc/> Presider applications due April 7. There are two big events in Flagstaff the weekend of the conference so attendees are encouraged to register for hotel room well in advance.

New Business:

A. NMMATYC incorporation and 501c(3) non-profit status

If our income is less than \$10,000, filing fee is \$400.

Rachel discussed benefits of status:

- a) Larger donations for scholarships
- b) Tax Breaks
- c) Keeping better account of finances

Philip will look into this more and give us more information/paperwork at the next meeting.

B. Virtual NMMATYC board meeting via Adobe Connect

Using Adobe Connect would save money on travelling to board meetings. Board could have virtual meetings. This is something that would have to be tried out first. Board could possibly try it out at the April meeting.

C. PayPal Credit Card Reader

Board will wait and see if this credit card reader is even needed.

D. Fundraising and membership opportunities

Any ideas for this can be discussed via email.

Next Board Meeting will be held at the NMMATYC Conference in Socorro, NM on Sunday, April 14, 2013 after lunch.

Adjournment at 3:10 pm.

Respectfully submitted,
Melinda Camarillo, Secretary