

**Virginia Mathematical Association of Two-Year Colleges (VMATYC)
Executive Board Meeting Minutes Draft
January 20, 2017**

Call to Order

Susan Evans, VMATYC President from Wytheville Community College called the meeting to order via Blackboard Collaborate. Those in attendance included Mike Kirby from Tidewater CC, Susan Evans from Wytheville CC, Jason Lachniet from Wytheville CC, Wes Crumpler from Tidewater CC, Victoria Vetrano from Northern Virginia CC, Harriette Roadman from New River CC, Bruce Wahl from Northern Virginia CC, Theresa Nystrom from Thomas Nelson CC, John Gallo from Tidewater CC and Joseph Agnich from Northern Virginia CC..

Minutes – Theresa Nystrom

Executive Board Meeting Minutes from September 16, 2016 – A misspelling of Joe Agnich’s name was noted and corrected. Harriette Roadman moved to accept the minutes. Elena Grose seconded the motion. The minutes were approved by unanimous consent.

Executive Board Meeting Minutes from February 19, 2016 and General Business Meeting Minutes from February 20, 2016 – Still unavailable and lost in Theresa Nystrom’s non-working computer. She will find the hand-written minutes and retype them.

Treasurer’s Report – Elena Byrd

Elena Grose shared the report indicating VMATYC’s total assets are currently \$37,069.24.

Susan Evans mentioned that she had not seen a reimbursement for the Eastern region’s fall conference. Wes Crumpler stated that Bob Parker had a grant that paid for the meal so no reimbursement was necessary. Susan questioned whether there were still issues with PayPal. Elena said while there were still issues that she was successfully getting the money deposited so she was not pursuing it. She said that because she was not running for another term she would recommend making a smooth transition with the new treasurer by closing the account and opening a new one when they take office.

Theresa Nystrom moved to accept the treasurer’s report. Bruce Wahl seconded the motion. The report was accepted by unanimous vote.

Membership Report – Mariko Shimizu

Mariko Shimizu reported that membership currently includes the following:

Central region: 5 members
Eastern region: 34 members
Western region: 9 members
Northern region: 45 members

She indicated that membership was likely to increase due to the upcoming elections.

Committee Reports

Scholarship Committee – Mike Kirby

Mike reported that our scholarship fund is low. He suggested that we have a drive to increase funds. He mentioned that it is a good idea for schools to donate money to the fund when someone retires. Susan suggested a big drive at the conference in the spring and questioned what a realistic goal would be. She suggested offering something substantial as a prize for a giveaway. Her example was an iPad mini. Mike said he would be happy to ask a vendor to donate something. Harriette Roadman expressed concern that asking vendors to donate to a fundraising event might be a conflict. Mike said that if he just asks for a gift from them it should not be a problem. We solicit gifts from vendors often and then use them for raffles. We could just earmark them for the scholarship raffle. The suggestion was made that we ask them to donate directly to the scholarship fund. Bruce Wahl suggested that if all vendor gift donations this year are used for the scholarship raffle, then we could have multiple winners. There would be no door prizes...all prizes would be for the raffle. Susan asked what our goal should be for the drive. Elena said let's make a stretch goal... \$2,000. Bruce and Jo agreed to write something up for the newsletter.

Newsletter – Harriette Roadman

Harriette asked that the following items be submitted for the newsletter:

- Treasurer's report
- Membership report
- 2017 conference information to include deadline dates
- VP reports on fall conferences
- Information on the upcoming elections and the voting process
- Scholarship drive

She asked that all information be submitted by February 3 so that the newsletter could go out by the 10th.

Vice Presidents' Reports

Western Region- Jason Lachniet

The fall conference was held at the Summit Center in Marion. Fifteen people were in attendance including someone from each of the 5 colleges. There were presentations offered on OER resources and helping students to prepare for the VPT.

Central Region- Christy-Lowery Carter

No report. Christy was not in attendance.

Northern Region- Victoria Vetrano

Fifty-one people attended the fall conference. Eight sessions were provided. The Manassas provost and dean welcomed the attendees and participated by attending sessions.

Eastern Region- Wes Crumpler

The conference was held at the Glens campus of Rappahonock CC. 45 people attended that Friday afternoon. There were 7 sessions including one presented by Patricia Parker on the Math Pathways project.

Old Business

VMATYC Spring 2017 conference:

Jo Agnich reported that the hotel arrangements have been made and he would send the notice out next week. He also stated that he would try to meet the \$10 boxed lunch or \$15 hot lunch budget.

Jo said that no final decision has been made on a speaker but they had several good options. One option is to have someone address Pathways logic from the legislative perspectives across the country. He will let us know when he confirms the speaker.

Susan inquired whether there was space to gather between sessions, a budget for snacks between sessions, a place for vendors to display, and a room for the board to meet on Friday morning. Jo said he was working on all of these details.

Mike Kirby indicated he would solicit vendor participation. There was a discussion about how much vendors should be charged. Theresa Nystrom agreed to check with Nancy Harris of the Office of Professional Development on the customary charge for peer group conferences. Bruce Wahl indicated he had a list of 20 vendors who have been involved with the VCCS Pathways project. He expressed concern that we might appear disorganized if we solicit vendors who are already involved through Pathways and we were not aware of it. Mike agreed to let Joe Agnich make contact and he would just reinforce it when he sees them on campus but not act as the official spokesperson soliciting participation.

There was discussion concerning separate costs for exhibiting and presenting. No decision was made. We will wait to hear what Nancy says the VCCS charges. Susan stated that the logo for all vendors that participate will be placed in the program. NOVA will cover the costs of printing the programs.

A decision was made by unanimous vote to charge \$40 for registration for members and \$40 + \$25 for non-members (which covers their membership). There will be an additional fee for late registration of \$10.

The call for presentations will be open from January 27 – February 24. Conference registrations will run through March 17. That will allow Joe two weeks to notify caterers. Vendor registrations will end at the same time.

Dinner on Friday night will be on our own. That keeps things the same as VCCS peer group meetings.

Joe indicated he will look at the presentation proposals to determine rooms needed and make decisions after they come in. Susan stated that there will likely be interest from the VCCS to provide presentations on the pathways project. Bruce suggested inviting Patricia Parker to present.

Items needed for the VMATYC packet:

- Agenda
- Spring 2016 business meeting minutes
- Treasurer's report
- Membership report

New Business

AMATYC:

Harriette Roadman said she had a wonderful time at the conference this year. She found a greater number of sessions of interest than usual and liked that they all were in the same hotel. Susan and Jason also attended. Susan said as a first timer she loved being around so many people who also love math. She was nominated for the Mid-Atlantic vice-president position and said she needs her administration to approve her seeking that position.

Harriette said that we should encourage people to apply for the 2 scholarships to AMATYC. She would like to see us provide more if we have enough funds to do so. Bruce Wahl mentioned Project ACCESS, which is funded by AMATYC. Faculty in their first 3 years of teaching can apply and are brought to the conference 2 – 3 days before the conference begins and stay through the conference. They are involved with a cohort. It would be great if we solicited some of our new faculty to apply. They could present sessions at VMATYC sharing their experiences.

Election of new officers:

Mike indicated that he has a candidate for each office. He will ask for a biography from each candidate and will include a link to the biographies in the newsletter and on the website. Voting will run from February 27 through March 10. Libby Watts will use the membership list from March to send out login information and passwords for voting.

The list of candidates is as follows:

- President: Wes Crumpler
- Membership Secretary: Mariko Shimizu
- Recording Secretary: Natasha Puckett
- Treasurer: Sherry Vaughan
- Vice-Presidents:
 - Central: Christy Lowery-Carter
 - Northern: Joe Agnich
 - Western: Jason Lichniet
 - Eastern: Brian Burns and Matt Watts
- Website Administrator: Libby Watts
- Affiliate Delegates to AMATYC: Harriette Roadman and Libby Watts

There was discussion about whether one person could hold 2 executive board decisions. No conclusion was reached. Susan mentioned that we really need to have a website administrator apprentice. No one but Libby knows the passwords to gain access to the website.

Other Business:

The 2018 VCCS Math peer group conference will be held in the Western region at Virginia Highlands. Pansy Waycaster and Will Galliher will co-chair. The 2019 VMATYC conference will possibly be held at TNCC, HT campus.

Next Meeting:

Friday March 31 at NVCC, Loudon Campus

Meeting adjourned 3:33 pm

VMATYC Executive Board 2016-2017	
Susan Evans, Wytheville President	Christy Lowery-Carter, Southside Vice President, Central Region
Bruce Wahl, Northern Virginia President-Elect	Wes Crumpler, Tidewater Vice President, Eastern Region
Mike Kirby, Tidewater Past President	Victoria Vetrano, Northern Virginia Vice President, Northern Region
Mariko Shimizu, Thomas Nelson Membership Secretary	Jason Lachniet, Wytheville Vice President, Western Region
Theresa Nystrom, Thomas Nelson Recording Secretary	Harriette Roadman, New River Affiliate Delegate to AMATYC Newsletter editor
Elena Byrd, Thomas Nelson Treasurer	Libby Watts, Tidewater Website Administrator

Blue Ridge * Central Virginia * Dabney S. Lancaster * Danville * Eastern Shore * Germanna
J. Sargeant Reynolds * John Tyler * Lord Fairfax * Mountain Empire * New River
Northern Virginia * Patrick Henry * Paul D. Camp * Piedmont Virginia * Rappahannock
Southside Virginia * Southwest Virginia * Thomas Nelson * Tidewater * Virginia Highlands
Virginia Western * Wytheville