

Minutes
MAA Section Officers Meeting
2:30 – 5:00 P.M., Thursday, August 4, 2005
Grand Pavilion, Hyatt Regency Hotel
Albuquerque, NM

Welcome and Introductions, Participant's Roster, Travel Forms: Refreshments were available and the first few minutes of this meeting were spent talking among the participants, and enjoying the food. At 2:47 P.M. Nancy Hagelgans, chairperson of the Committee on Sections, welcomed the Section Officers and visitors. All present introduced themselves, and signed a roster to signify attendance. Expense Forms for the Section Representative were handed out. There have been changes in the amount that will be reimbursed: One member from each section may request travel expenses (plane, car, etc), two nights lodging, and \$25 for meals. The total is not to exceed \$600.

The MAA President, Carl Cowen stopped by and welcomed all the participants in the Section Officers Meeting.

Updates and Comments, Nancy Hagelgans discussed the following:

- ❖ Nancy thanked the sections for sending in their annual section reports. Of the twenty-nine sections twenty-eight of them sent in annual reports (two of these reports were incomplete). Nancy reminded us that all the necessary data can be collected on the registration forms for the section meetings. She will send out reminders about these reports to the section officers in September, and again in December or January. These annual reports are due 30 days after the section's spring meeting, no later than the end of June. Nancy will post on the MAA web site, probably in mid-September, a spreadsheet with the information from these reports, a list of invited speakers and their contact information, and a narrative report with highlights of what is happening in the sections.
- ❖ The newly revised *Guidelines for Section Officers*, is now posted at <http://www.maa.org/sections/guidelines/toc.html>. Section officers should be sure to consult these *Guidelines*.
- ❖ The MAA will help the Sections find keynote speakers for their conferences:
 1. Every five years the MAA will pay the expenses for the Polya Lecturer to speak at a section meeting. To check on when a section is due to have a Polya Lecturer go to http://www.maa.org/sections/Polya_rotate.html.
 2. Every year the MAA will support a national officer to speak at a section meeting. For a list of the officers go to <http://www.maa.org/sections/NationalOfficersSpeakers.htm> The question was raised about the section giving an honorarium to the speaker, and the answer was that all the speakers expenses were paid, and part of his/her duties was to speak at section meetings, so honorariums are discouraged.

3. The annual list of section invited speakers (taken from the annual reports of the sections) is a source for speakers, but none of the expenses of these speakers will be paid for by MAA.
- ❖ If a section is planning on changing their bylaws, that section should consult the Committee on Sections early in the process. The actual requirement is that the section votes on the changes, but the process is much simpler if the Committee on Sections looks at the proposed changes before the vote. Many sections are splitting the office of secretary/treasurer into two offices. They are also widening the methods of information dissemination to include email; some have the duties of the webmaster included in the bylaws. On Wednesday, August 5, 2005, the Board of Governors approved new bylaws for three sections, also there are three other section with proposed bylaws changes in the “pipeline”.

Section Issues and Information:

- ❖ Gavin Larose, Associate Director of NExT reported that there are 63 new NExT members this year, and 18 or 19 Section NExT's . There is a list of national Next members on <http://www.math.lsa.umich.edu/~glarose/pnext/>. Also there is money from the National NExT organization to help fund a Section NExT. Project ACCESS can also be “folded into” a Section NExT , and there is also money from Project ACCESS for food and travel to the section meeting.
- ❖ Michael Pearson told us that Project ACCESS began last year with 28 fellows. These people attended the November AMATYC in 2004, and will end their year in Project ACCESS with the AMATYC in 2005. The fellows will also attend a MAA Section meeting. Tina Straley said that to find out how Project ACCESS moneys can be used to fund activities that include Project ACCESS fellows, Sharon Ross can be contacted.
- ❖ David Stone, responding to a question, said that each section appoints its own liaison coordinator. If none is appointed, then the Governor “gets the job”.
- ❖ Sharon Tryon, speaking for Jim Gandorff sent samples of welcome letters that the MAA sends to new members from the Governor of the Section in which the new member resides. These letters can be customized for each individual section.
- ❖ Hal Nesbitt introduced himself and said that he was the first point of contact, if a section needs help.
- ❖ John Kenelly, MAA treasurer, said that the MAA has approximately seven million dollars in each of the operating funds, investment funds, grants, and in real-estate. He also urged sections to send in their financial statements on time, so that the MAA audit can be completed on time. The auditor will be looking closely at sections that have a large amount of funds listed on their financial report. Under \$10,000 should be enough for a “rainy day fund” in a section. For section level endowments, please get in touch with Sharon Tryon at the national level. The profits from the endowment will be returned to the section. It was noted that all sections, except Michigan, operate under MAA's tax ID.
- ❖ Elgin Johnston, from the American Mathematics Competitions, said that the AMC was one of MAA's biggest programs. Over 413,000 students took the AMC exams; almost 17,000 took the AIME, and 259 took the USAMO exam. The exams come

from the Lincoln office, run by Steve Dunbar. Help is wanted at all levels in preparing the exams. The web site is <http://www.un.edu/amc>. The publicity and registration for the exams is done through Lincoln office, but more contact with the sections would be nice.

- ❖ Tina Straley said the MAA is looking for people to serve on the national committees, if there are suggestions they should be sent to Martha Siegal (Nancy noted that there was also a spot to suggest people on the section activities questionnaire). There are over 130 committees. Tina also asked that the nominations for the Haimo and Meritorious Service awards be sent in on time.
- ❖ A fifteen minute break was taken.
- ❖ When we returned to the meeting, Nancy Hagelgans stressed the importance of communication with the section members. She noted that the communication was vital, and that the newsletter was the “publication of record” for each section. Nancy noted there were about 11,000 participants here at MathFest. Looking at the participation in the section meetings, the percent of section members participating runs from a low of 2% to a high of 27%. We need to think of ways to increase participation – possibly combining the meeting with a math competition, or including more undergraduate and graduate students.

Concerns and Suggestions of the Sections (from the annual section reports)

- ❖ There was concern about the accuracy of the email addresses of section members, liaisons, department chairs, and U.S. mail addresses (for members without email), Hal Nesbitt can probably answer those questions.
- ❖ The question was asked if the MAA book sales online effect the section book sales, Don Albers says he has seen no effect. He also added that the online sales were up dramatically. For the section book sales, new titles are sent along with any other special requests from the section.
- ❖ Sections wanted to know if the MAA could handle the section meeting registrations on line. The answer was probably yes, but the cost would be \$2.00 per order plus a \$200 set up fee plus the credit card fee – so the sections probably would not want to do this.
- ❖ The sections wanted to know if the MAA could handle section elections on line – the answer is probably yes (MAA still needs to get everything set up).
- ❖ Can the MAA host a section web page? Yes, but since the current set up doesn’t allow outside ftp contact, it would be very difficult to keep up to date.
- ❖ Is there a list of dates when officers are free to speak at section meetings? This is something the Committee on Sections will work on.
- ❖ See the *Guidelines for Section Officers* to be sure the national deadlines are met – such as Jan. 31 for the section financial report, March 1 for the Haimo nomination, and Oct. 15 for the nominating committee to be in place to nominate members for section governors.

Open Discussion

- ❖ MAA is trying a new method of strategic planning. In the past everything has been studied for five years, and then implemented during the next five years. The MAA will now be trying continual strategic planning where each year three areas are to be studied in detail. The first three areas to be studied will be 1) professional development, 2) revenue) and 3) AMC. Next year another three will be looked at.
- ❖ In Summer 2006 the MAA will be sponsoring a mathematical trip to China, and in Summer 2007 the trip will be Following the Footsteps of Euler.
- ❖ There was little time left for other discussion.

The meeting was adjourned at 5:05 p.m.

Respectfully submitted,

Joanne Peeples
Secretary