

**Fall 2005 MD-DC-VA Section Executive Committee Meeting
Montgomery College, Germantown
Friday, November 4, 2005**

Minutes

1. Invitation to participate in Washington Academy of Science conference March 25-26, 2006.

We've been invited to participate in the WAS conference. We decided to announce it to the membership through the newsletter. Lee May offered to attend and represent the section.

2. Can students use money they won to speak at MathFest 2005 for MathFest 2006?

Yes.

3. Nomination committee for spring elections –

The positions available for election are: Chair Elect, Secretary, Liaisons Coordinator, Students Activities Coordinator, and 2 At-Large positions.

We decided to have the nominating committee check with the current position holders to see if they are interested in continuing in their current positions.

Suggestions for composition of membership of nominating committee: Bruce Torrence, Dave Carrothers, Dan Kalman, Betty Mayfield (will do it), Stephanie Cawthorne, Carol Crawford.

4. Undergraduate conference at spring meeting?

We discussed whether to have a student conference in conjunction with the Spring meeting. Robb Koether reported that we had many more students attend when we had the conference (about 75). We did not know whether our grant from last year will also cover this year's expenses. Betty Mayfield told us that the grant will not cover this year and that we were expected to host a regular conference (the grant was a start-up grant). We decided to hold the conference if Kimber Tysdal is able to organize it. Eve Torrence will talk with her. Laura Taalman would help. Jon Osoinach (Hampden-Sydney College) was also interested in being more involved with students.

5. Budget.

Doing fine. Somewhere around \$13000 in account now. About \$250 for Project NExT came from a registration check box this year.

6. Dave Carrothers put together a letter soliciting money for Section NExT from companies (book publishers, etc). The idea was that in return for a contribution they would receive advertising space in our electronic newsletter and a table to display books at our meetings. A discussion about how best to contact the book reps came to the conclusion that it was best to contact the companies directly for the names of reps but send letters to the individual reps.

7. Section NExT. Jackie Hall reports that this year we have 19 fellows. We are also supporting a national fellow at a cost of \$2500 per year. We decided that the extra \$10 from registration fees should go into supporting Section NExT, while the check box would help support our Project NExT fellow. We expressed some concern about the cost of the national fellow sponsorship and discussed whether eventually we might wish to move to sponsoring a fellow every other year.

8. Hotel Prices. Some people are getting better hotel prices at conference hotels by going on-line. We should suggest that people seek out the best prices at these hotels on-line in our newsletter advertisements, since we may not negotiate the hotel's best prices when we book for the conference.

9. How can we get graduate students involved in Section?
Graduate student program like NExT?

Eve Torrence suggested that we should aim to have more graduate students involved in our section. She suggested organizing a program like Section NExT for the graduate students, perhaps with the current Section NExT fellows serving as mentors. Then we discussed whether it might be better to have some of the fellows that graduated from the Section NExT program as mentors since they are a little older and more experienced, but still close enough to the job search to give applicable advice. Jeff Holt, Will Traves, Jackie Hall, Eve Torrence and Bud Brown all expressed interest in setting up such a program.

10. Photos were taken of all the section officers for the website.

11. Webpage. Our webpage design is pretty old. We decided to explore the possibility of having someone redesign it. This could be expensive but may assist people in getting information off the webpage. For instance, Lee May reported that one of the parents of a high school student in his area had trouble finding our statement on mathematical preparation for high school students going to college on our webpage. Betty Mayfield thought that some students at Hood might be able to do the redesign and Jennifer Bergner will talk to a colleague who might be able to do it.

12. Determining the host institutions for the section meetings in 2006-07 and 2007-08. We discussed hosts. We realized that we needed to confirm Roanoke's participation. The Naval Academy was suggested as a possible future site. Will Traves will look into it, but they tend to charge for their conference facility and getting rooms on campus itself is difficult due to security considerations.

13. Liaison Coordinator. Mary Kay Abbey will design and send out a poster about meetings. The liaisons could post this in their departments and also use it to advertise the online version of the newsletter.

14. Online registration. The question of whether we can set up online registration with online payments arose. We need to get payments in advance of the meeting so that we can cover the banquet (and know how many people will really show up to the banquet), but we were concerned about the cost and difficulty in setting up online payments. Laura Taalman suggested that it may be possible to set up an account on PAYPAL for little cost.

15. Newsletter. There are still newsletter costs associated with mailings and printings since we have been sending newsletters to the newsletter editors of other sections (and the national office). We decided to eliminate this cost by sending out an electronic announcement of the newsletter to these officers. This would save about \$1500 per year.

16. Role of the past program chair. We discussed making this an official position (like past chair), but Betty Mayfield pointed out that making it official would involve changing the bylaws, which is a very long process. Instead, we asked Bud Brown to serve unofficially in this capacity when he steps down as program chair and we will consider making the bylaw changes at a later time.

17. The general membership meeting agenda was finalized.