

Minutes of the Executive Committee Meeting
MAA MD-DC-VA Section
Anne Arundel Community College, Arnold, MD
Friday, November 9, 2007

1. Jon Scott called the meeting to order.
2. Minutes from the spring 2007 Executive Committee Meeting and Membership Meeting were disseminated.
3. Leigh Lunsford reported that there are 12 new Section NExT Fellows, six of whom are coming from community colleges. She reminded everyone about the informal lunch with the fellows on the 10th. Each new fellow will receive a copy of the book "Teaching First." Leigh also suggested making the workshop optional for NExT Fellows in order to give them more time to interact with one another. She suggested having a NExT program that runs alongside the workshop. After discussion it was determined that this would be a possibility.
4. Robb Koether presented the Treasurer's report.
 - a. We are at about the same place we were last year.
 - b. Robb asked the committee to consider what we want to do with the Section Next funding. They have a good bit of money and will get even more at this meeting. \$10 from each registration goes to Section Next.
 - c. On-line registration went well. There were some small bumps in the road but nothing big. It cost us about \$96 for the online registration, lower than was originally expected. It was the consensus of the committee that the addition of on-line registration is a positive change.
5. Don Spickler solicited input for the website. The committee enthusiastically approved of the new website.
6. Jon suggested making a schedule for when to remind people of upcoming events. He and Deirdre will work on this.
7. Dave Carothers passed out a Project Next Funding proposal (Appendix A). After a brief discussion the committee asked him to go forward with the proposal.
8. Jon opened discussion on the e-mail from Nancy Hagelgans that asked us to discuss our biggest problems as a section. The following related topics were discussed.
 - a. Dave raised the issue of getting new folks involved in the section. Despite our concerns with this, meeting attendance tends to be consistent.
 - b. Make-up of those attending meetings is concerning. Few people from larger more research oriented schools and few graduate students attend the meetings.

- c. We really need to get graduate students involved. We could try to have fall meetings at Ph.D. granting institutions and have a program for the graduate students at the fall meetings. The spring meetings would still be focused on undergraduates. The program for graduates could include:
 - i. Mock interviews.
 - ii. Panel on graduate student interests.
 - d. This topic will be discussed at the general membership meeting as well.
- 9. The agenda for the general membership meeting was finalized.
- 10. Robb was selected as the Chair of the nominating committee. Nominations are necessary for Chair Elect, Treasurer and one At Large Member.
- 11. In order to sufficiently prepare the Program Chair Elect and to foster coordination between the Program Chair and the Program Chair Elect, the following motion was proposed and passed unanimously:

The undergraduate conference will be organized by the Program Chair Elect in the years that there is one, and by the Past Program Chair in years when there is not a Program Chair Elect.
- 12. The meeting was adjourned at 1545.

Appendix A

To: MAA MD-DC-VA Section executive committee
From: David Carothers, Past Governor
Regarding: Project NExT
Date: November 6, 2007

Last spring I promised to develop a fundraising plan to support the section's national Project NExT fellowship. Unfortunately, this fell off my radar screen during a hectic summer, and no plan was in place before the fall meeting.

To be sure that we have something in place by spring I would like to set up an outline and timeline, and perhaps have the executive committee approve a plan. The following would affect both some aspect of the meetings and the newsletter.

I propose the following plan for support of the National NExT fellow:

1. Registration announcements for the fall and spring meetings will contain boxes for (annual or semiannual) individual member contributions.
2. An email to membership will be sent following the announcement of the meetings calling attention to Project NExT on the meeting registration forms.
3. Organizations (commercial or academic) will be solicited. For a contribution of \$300 (?) annually these contributor will be able to place a message in both the fall and spring newsletters. (Size TBD) These will also have access to a display table (if desired) at the fall and spring meetings. Messages and donors subject to approval by the newsletter editor and the executive committee.
4. Contributors will be listed in the fall and spring newsletters.

Maintaining the list of contributor, preparing mailings to potential donors, etc., will be a duty of the past governor, in consultation with the current governor, newsletter editor, and treasurer.

The past governor will inform the development director at MAA of the above plan by December 15.

For the spring 2008 newsletter, the letter to organizations will be sent by January 15. The newsletter editor should request a newsletter submission from the past governor at the same time as requests directed to the section chair and current governor.